



**CAMOSUN COLLEGE**  
**School of Health & Human Services**  
**Dental Programs**

**DHYG 251 Principles and Issues 4**  
**Winter 2013**

## **COURSE OUTLINE**

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The Approved Course Description is available on the web @

<http://camosun.ca/learn/calendar/current/web/dhyg.html>

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*Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records.*

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### **1. Instructor Information**

(a) Instructor	Ada Barker
(b) Office hours	Posted on the door Dental 003
(c) Location	003 Dental Building
(d) Phone	250-370-3193 <b>Alternative:</b> 250-479-8098 home
(e) E-mail	<a href="mailto:barkera@camosun.bc.ca">barkera@camosun.bc.ca</a>
(f) Website	

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### **2. Intended Learning Outcomes**

In this seminar and lecture course the students focus on legal and ethical requirements for dental hygiene practice. Traditional and alternative practice settings and employment conditions are examined. Students explore aspects of career management, including financial planning. Current trends and issues in dental hygiene are discussed. The structure and function of professional associations, registration, scope of practice, quality assurance and political processes are examined and revisited.

Upon completion of this course the student should be able to:

- 1. Understand practice settings and employment conditions in dental hygiene.**
- 2. Discuss career management and financial planning in Dental Hygiene.**
- 3. Understand registration, and other quality assurance initiatives of CDHBC**
- 4. Discuss current dental hygiene provincial, national and international issues.**
- 5. Understand the goals and functions of dental hygiene professional organizations**

### 3. Required Materials

(a) Texts

Required:

Dental Hygiene Theory and Practice, Darby, M., and Walsh, M., W.B. Saunders, 2003.

Required:

Registrants Handbook, The College of Dental Hygienists of British Columbia, 2009 & updates

(b) Other – articles will be handed out in class

### 4. Course Content and Schedule

#### 1. Understand practice settings and employment conditions in dental hygiene.

- 1.1 Discuss employment-finding skills, including job search strategies, and ethics involved in employment.
  - Understand how to create a personal resume and employment application letters and follow up
- 1.2 Prepare for an employment interview(e.g. appointment ( directions, parking etc), deportment, body language, dress, topics for discussion during employment interviews, inappropriate topics (human rights), responses to inappropriate topics
- 1.3 Understand elements of employment arrangements, including the advantages and disadvantages of being employed in one or more dental offices and of various payment arrangements (per hour, daily, on salary, self-employed, tax implications), employee benefits that may be offered, including statutory holidays
  - Examine B.C. Employment Standards, including responsibilities to the employer, employment contract, probationary employment, evaluation processes, pregnancy and employment status
  - Examine self employment arrangements
- 1.4 Identify factors to consider when selecting an employment position such as, office policies, philosophy and approach to client care, standards of practice, employee satisfaction, personal and professional growth, and health and safety
- 1.5 Discuss pros and cons of various workplace settings: private dental clinics, community based care, education, institutional dental care, research industry
- 1.6 Discuss practical client management approaches for practice, including case presentation, nurturing client loyalty, attending to client needs, explaining practice policies, psychological influences, cosmetic dentistry

#### 2. Discuss career management and financial planning in Dental Hygiene.

- 2.1 Describe how to present a professional image throughout your career, in terms of professional character, networking, deportment and dress, cards/stationery.
- 2.2 Review the DH practice standards , the importance of having clear goals, and making principled decisions

2.3 Discuss how to negotiate professional differences and learning how to identify problems and resolve conflict.

- Examine assertiveness versus aggressiveness and implicit and explicit coercion
- Discuss leadership and the change process
- Examine normative and re-educative strategies for change

2.4 Terminate employment with professional decorum, including how to write a letter of employment termination, and appropriate use of interpersonal skills, etc.

- Examine the ethics and legalities associated with terminating employment
- Discuss ways of problem-solving professional differences

2.5 Understand how adequate insurance, investment goals and a retirement plan facilitates income security

- Examine professional malpractice insurance (cost, coverage, limitations medical, extended medical and disability insurance, income protection strategies, Worker's Compensation, and employment insurance)
- Discuss financial planning, tax deductions and audits, retirement planning and wills.

### **3. Understand the registration process and other quality assurance initiatives of CDHBC**

*Reference the CDHBC Handbook for this information*

3.1 Discuss quality assurance initiatives of CDHBC such as education standards, accreditation, certification, mandatory continuing education, required clinical practice, practice standards and guidelines, peer review, code of ethics

3.2 Discuss types of dental hygiene registration in British Columbia, including the regulations under the Health Professions Act, residential care, new graduates, practitioners from other jurisdictions, conditional registration for dental hygienists in BC, re-registration in British Columbia (CE, refresher, fees), and registration for the local anesthetic module.

*3.2 is a self study section. Go to the BCDHA web page to find this information. A questionnaire that you will hand in will be given to you to fill out for this portion.*

3.3 Discuss registration in other regulatory jurisdictions, including other provinces, registration in United States and overseas

- Discuss the American Board Examination in Dental Hygiene
- Discuss the portability of qualifications

3.4 Discuss opportunities for serving the CDHBC; Registration Committee, Inquiry Committee. Peer Review, Provincial clinical examination and Director of the board

- Discuss the role of the Official representative to Commission on Dental Accreditation of Canada and to the National Dental hygiene Certification Board

#### 4. Discuss current dental hygiene provincial, national and international trends.

4.1 Discuss ethical issues pertaining to the profession of dental hygiene, such as answering questions re: previous oral care, lifelong learning as it pertains to professional ethics, access to care, active involvement with current and future issues affecting the profession, malpractice by others on the dental team including your responsibilities, and dental hygiene services in non-traditional practice settings.

4.2 Discuss current issues affecting dental hygienists in B.C.(e.g. technical vs. professional practice, degree and diploma entry to practice, CDHBC/BCDHA role in education of dental hygienists, access to dental hygiene care, and inter-professional relations

*4.3 is a self study section. Go to the CDHBC handbook to find this information. A questionnaire that you will hand in will be given to you to fill out for this portion.*

4.3 Examine the legal obligations of dental hygienists in B.C., including confidentiality, client non-compliance and appropriate records.

- Understand contract principles in law.
- Understand the scope of practice of CDA's and dental hygienists in British Columbia
- Examine the principle of accountability re: decisions, actions, and records and the legal relationship of practitioner and client
- Discuss the concept of responsibility for seeking help when necessary
- Discuss the role of dental hygienists in upholding health and safety standards

#### 5. Understand the goals and functions of dental hygiene professional organizations

5.1 Describe the dental hygienists role in improving oral health for all, including public policy, advocacy, political lobby, promotion of oral health as integral to overall health, oral disease prevention, collaboration with other health professionals, volunteer activities, reducing inequities, consumer advocacy, public education, inter professional education

5.2 Discuss oral health care and needs of the future, including dental patient profile for the year 2020

5.3 Examine CDHA's position on financing Canada's Oral Health Care System

5.4 Discuss opportunities for professional services in dental hygiene societies, such as Regional representative on the BCDHA Board of Directors, Study Club organizer, job placement officer, National Dental Hygiene Week Coordinator

5.5 Discuss the value of volunteerism locally and globally (e.g. community health fairs, school/institutions, low cost clinic, and international service)

#### **SCHEDULE**

(a) Class Hours 1.5 hour / week x 14 Weeks

(b) Out of Class hours =2 hour per week.

## 5. Basis of Student Assessment (Weighting)

1. **Participation**.....50%
  - a. Class attendance and in-class discussions – 10%
  - b. Ethical Dilemma Case study – 20 %
  - c. Regulation Assessment – 10%
  - d. Attendance/participation - 10%
    - i. CDHBC Office
    - ii. Independent DH Practice
2. **Interview process and self-evaluation report-** ..... 25%
3. **Letter of Application and Resume**..... 25%

## 6. Grading System

*(If any changes are made to this part, then the Approved Course description must also be changed and sent through the approval process.)*

*(Mark with "X" in box below to show appropriate approved grading system – see last page of this template.)*

Standard Grading System (GPA)

Competency Based Grading System

## 7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

### LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Student Services or the College web site at <http://www.camosun.bc.ca>

### STUDENT CONDUCT POLICY

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.  
<http://www.camosun.bc.ca/policies/policies.html>

## GRADING SYSTEMS <http://www.camosun.bc.ca/policies/policies.php>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-	<b>PASSING GRADE</b>	4
65-69	C+	Minimum level has not been achieved.	3
60-64	C		2
50-59	D		1
0-49	F		0

### 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.