

COURSE SYLLABUS



Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

TERM:	W2021
COURSE & SECTION:	DHYG 381
COURSE TITLE:	Clinical Practice 4
SECTION DETAILS:	Tuesday and Thursdays 8:00am-12:00pm and Fridays 1:00-5:00pm
INSTRUCTOR:	Tika Brown D003 brownt@camosun.bc.ca 250-370-3911
OFFICE HOURS:	Posted on D2L

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

Camosun College will continue to follow the guidance of the Provincial Health Officer, the B.C. Government and WorkSafeBC, and as such may revise the delivery of courses. Courses with an approved face-to-face component may need to move to online or remote delivery if necessary.

The COVID-19 pandemic has presented many challenges, and Camosun College is committed to helping you safely complete your education. Following guidelines from the Provincial Health Officer, WorkSafe BC and the B.C. Government to ensure the health and wellbeing of students and employees Camosun College is providing you with every possible protection to keep you safe including COVID Training for students and employees, health checks, infection control protocols including sanitization of spaces, PPE and ensuring physical distancing. Please refer to: <http://camosun.ca/covid19/faq/covid-faqs-students.html> However, if you're at all uncomfortable being on campus, please share your concerns with your Instructor and if needed, alternatives will be discussed.

COURSE DESCRIPTION

This course builds on DHYG 371 with a focus on the provision of dental hygiene care at an entry to practice level to a variety of clients of all ages including those with limitations and impairments. Clinicians provide comprehensive dental hygiene care to clients in the onsite clinic and during rotations to alternative practice settings.

Course Credits:	4
Prerequisite(s):	B- in DHYG 310, B- DHYG390, COM in DHYG 371
Corequisite(s):	DHYG 380
Pre/Corequisite(s):	B- in DHYG 328
Exclusion(s):	

COURSE DELIVERY

ACTIVITY	HOURS / WEEK	# OF WEEKS	ACTIVITY HOURS
Lecture			
Seminar			
Lab / Collaborative Learning	12	16	192
Supervised Field Practice			
Workplace Integrated Learning			
Online			
	TOTAL HOURS		192

Additional Delivery information:

There will be 16 weeks of clinical activity and 1 week of final documentation and completion of paperwork giving a total of 17 weeks.

LEARNING OUTCOMES

Upon successful completion of this course, you will be able to:

- a) practice professionally as a dental hygienist in a variety of practice settings.
- b) demonstrate critical thinking and use evidence-based decision-making to provide optimal dental hygiene services to individuals, families and community.
- c) communicate and collaborate effectively with individuals, family, community and interdisciplinary teams.
- d) coordinate and contribute to the effective management of the practice environment to ensure quality care and services.
- e) provide competent dental hygiene services for clients in a variety of clinical settings.
- f) educate clients about oral health and its relationship to general health.
- g) apply health promotion principles to improve the health of clients and families.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

- a) 2020/21 Dental Hygiene Clinic Manual
- b) Dental Programs Safety Manual
- c) Health History Manual
- d) Reception Handbook
- e) 2020/21 Lab Manual

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

Schedule: Posted on D2L

12 hours per week for 16 weeks

ATTENDANCE AND CLINIC EXPECTATIONS:

Attendance is required for all scheduled clinics and rotations. Follow up may include:

- **Notification if away:** Students who are absent due to health or other emergency reasons are to notify the respective DH2 or DH3 lead clinic instructor, their Clinic Advisor and the Instructional Assistant (reception) first thing in the morning by phone or email. They must also notify the Clinic Supervisor if scheduled for a clinic support duty for the missed clinical session.
- The lead instructor may request a physician’s note for any clinical absences

- Students may be assigned additional clinic duties to complete the required number of clinical hours or skills needed to meet course outcomes; however, make-up clinic time is not assured
- **Students must come prepared to all clinical sessions.** If students are demonstrating otherwise or are a risk to themselves, peers, or clients, they will be asked to leave the clinic floor. Coming prepared to clinic entails that necessary pre-reads are completed, department is appropriate for the clinical situation, and all clinic policies are adhered to.

Use of cellphones and other electronic devices in the clinical environment:

- Professional decorum is required on the clinic floor at all times. This includes the use of electronic devices such as cell phones and personal laptops.
- Use of cell phones is highly disruptive to instruction in the classroom, clinic and in reception. If necessary, an emergency contact can be arranged through the Instructional Assistant (reception office at 250 370 - 3184). Cell phones may be used for client communication before and after clinical sessions. Cell phones must be on 'silent' and out of sight during clinical sessions unless specifically used for client care.
- Personal use of music devices or other electronics by students is not permitted on the clinic floor, dispensary or reception.

A. Minimum client requirements to meet the learning outcomes for DHYG 381:

- 2 Child care requirements (any age) (0-5 yrs or 6-14)
- 3 Light classification clients (may be PT or PM)
- 3 Moderate classification clients (may be PT, PM or NSPT)
- 1 Difficult classification clients (NSPT)
- 3 Private Practice Clients (Low or Mod classification; must be continuing care and PM or PT) (scheduled during clinical sessions)
- 1 Consolidated Practice Client (Low or Mod client)

B. FORMATIVE EVALUATIONS:

Students must be familiar with the criteria outlined on each skill form for which they are being evaluated. See the corresponding Skills Forms, in Section E of the 2020-21 Clinic Manual for the complete performance indicators and criteria specific to each formative. This identifies evaluation criteria for each formative.

1. Instrument Review. Due: January 22, 2021

- Obtain the Instrument Review Form
- Assess instruments to determine the need for replacement.
- Review and confirm with the instructor the need for replacement; document on instrument review form
- Replace instruments so that two completed sets are ready for use by February 10, 2021.
- Instructor must sign off the Instrument Review Form to confirm that instrument sets are complete and all instruments are in safe, working condition.

2. 10 Coached Local Anesthetic Injections on a client. Due: February 26, 2021

- a. Students will demonstrate correct tray set-up for provision of local anesthetic
- b. Students will demonstrate knowledge of correct landmarks, volumes and injections techniques for administration of local anesthetic
- c. Students will demonstrate and maintain safety during injections, recapping and disposal in sharps container
- d. Students will document appropriately.
- e. These are not graded and may be assisted if required.

3. Wheel Chair Transfers and Functional Fitness (Teaching Clinic) Due: February 9, 2021

- a. Students will demonstrate correct technique and safety when transferring clients from a wheel chair to dental chair.
- b. Students will demonstrate appropriate exercises (core, finger, hand) to ensure functional fitness is maintained.

4. Suture Removal, Periodontal Dressing, and Adjunctive Caries Screening (Teaching Clinic) Due: April 9, 2021

- a. Students will demonstrate correct technique and documentation of suture removal from a manikin.
- b. Students will place a periodontal dressing on a peer using correct technique and document appropriately.
- c. Students will learn how to perform resin infiltration during a mock session
- d. Students will accurately identify the need to perform an adjunctive caries detection assessment
- e. Students will correctly perform the adjunctive caries detection assessment and document findings in the treatment record
- f. Students will identify the need for referrals

5. Air Powder Polishing (supra or sub) on a manikin. Due April 9, 2021.

- a. Students will accurately identify the need and type of air powder polishing to perform on a and eligible client.
- b. Students will demonstrate correct assembly, disassembly and cleaning of air powder polishing units.
- c. Students will correctly perform supra or subgingival air powder polishing on an eligible client.
- d. Students will document appropriately indicating type of air powder polishing performed, product used, results and how the client tolerated the procedure.

6. Use of Diamond Files, Extended and Mini-blade instrument on a client. Due April 9, 2021.

- a. Students will correctly identify need for use of advanced instrumentation.
- b. Students will demonstrate correct technique with advanced instrumentation on a suitable client.

C. SUMMATIVE EVALUATIONS:

Students must be familiar with the criteria outlined on each skill form for which they are being evaluated.

See the corresponding Skills Forms, in Section E of the 2019-20 Clinic Manual for the complete performance indicators and criteria specific to each formative. This identifies evaluation criteria for each summative.

1. 10 Competent Local Anesthetic Injections on a client. Due: April 23, 2021

- a. Students will demonstrate correct tray set-up for provision of local anesthetic
- b. Students will demonstrate knowledge of correct landmarks, volumes and injections techniques for administration of local anesthetic
- c. Students will demonstrate and maintain safety during injections, recapping and disposal in sharps container
- d. Students will document appropriately.
- e. These are graded and unassisted.

2. 60 Minute Manual Debride Evaluation on a Quadrant (Process and Product): Due March 19, 2021.

- a. Moderate deposit (see criteria on skill form).
- b. Instructors will check the sharpness of manual instruments at the beginning and during the evaluation
- c. Some process **must be observed**. It is the shared responsibility of both student and faculty to ensure observation of both manual and ultrasonic instrumentation occurs (suggested 20 min observation).
- d. Indirect vision, positioning, technique and client comfort will be observed
- e. Use of a variety of instruments with consistent demonstration of fundamental instrumentation skills is expected.
- f. Demonstration of an efficient sequence is required

3. 30 Minute Manual Debridement of Sextant 5 (process and Product): Due Feb 26, 2021

- a. 30 minutes in length
- b. Use of manual instruments only
- c. Evaluation of fundamental principles, including instrument sharpness and instrument selection in S5 with
- d. light to moderate deposit.
- e. Product evaluation on a minimum of 4 teeth. Process will also be observed and evaluated.

4. Power Scaling Summative on Manikin using Magneto. Due April 9, 2021.

- a. Students will demonstrate the correct set-up of the Cavitron Magnetostrictive units
- b. Students will demonstrate correct protocol for client comfort, safety and aerosol reduction
- c. Process evaluation on a manikin
- d. Students will select and demonstrate use of each instrument tip appropriate to the clinical situation, including power selection and water volume
- e. Students will demonstrate adequate water control using high volume evacuation
- f. Students will answer questions and problem-solve issues regarding power instrumentation demonstrating integration of theory into practice
- g. Students will demonstrate skills in a reasonable timeframe determined by the instructor in collaboration with the student.

5. Power Scaling Summative on Manikin using Peizo. Due April 9, 2021

- a. Students will demonstrate the correct set-up of the Piezo units
- b. Students will demonstrate correct protocol for client comfort, safety and aerosol reduction
- c. Process evaluation on a manikin
- d. Students will select and demonstrate use of each instrument tip appropriate to the clinical situation, including power selection and water volume
- e. Students will demonstrate adequate water control using high volume evacuation
- f. Students will answer questions and problem-solve issues regarding power instrumentation demonstrating integration of theory into practice
- g. Students will demonstrate skills in a reasonable timeframe determined by the instructor in collaboration with the student.

6. Comprehensive ADPIE Process using Condensed Documentation on 1 client (includes chart audit). Due April 6, 2021.

- a. Student will provide complete care **independently** using abbreviated paperwork for a light or moderate adult client.
- b. Suitable clients include those who require preventive care or periodontal maintenance therapy and may either be new to the clinic or a returning client. **The client's eligibility for this evaluation must be confirmed by an instructor, following health history check, and prior to any other care being initiated.**
- c. Instructors will check client care at **3 points**: following assessment, DH diagnosis and care planning; following completion of implementation, and following evaluation, prior to client dismissal.
- d. Radiographs, as required must be taken, interpreted and results provided to the client
- e. Standard protocols apply for the completion letter and chart and quality assurance audits.
- f. This client counts toward overall client requirements for DHYG 381.

D. YEAR LONG REQUIREMENTS:

Students must be familiar with the criteria outlined on each skill form for which they are being evaluated; skill forms must be available to the instructor during evaluation.

1. Radiographs

- a. Minimum of 45 competent radiographs of various exposure types (BW, PA, panorex)

2. Salivary Flow Test on an Eligible Client

- a. Students will select an appropriate client to perform this test
- b. Students will obtain the sample and assesses the result
- c. Discussion of results with client and documentation will be evaluated.
- d. See the corresponding skill form for complete performance indicators and criteria for evaluation.

3. Desensitization

- a. Student accurately identifies area requiring desensitization

- b. Student selects appropriate equipment and materials for desensitization
- c. Student satisfactorily applies agent in accordance with manufacturer's directions.
- d. Student provides appropriate post-care instructions to client
- e. See the corresponding skill form for complete performance indicators and criteria for evaluation.

4. Subgingival Irrigation

- a. Student will determine areas appropriate for subgingival irrigation
- b. Student will use appropriate armamentarium, agent and method of delivery
- c. Student will evaluate tissue response after delivery
- d. See the corresponding skill form for complete performance indicators and criteria for evaluation.

5. Fluorescent Visualization (Velscope)

- a. Students will identify normal versus abnormal tissue using the Velscope.
- b. Students will re-examine areas of concern using white light and use clinical judgement regarding the best course of action.
- c. Students will identify tissue needing further investigation.
- d. Students will document use and all findings of Velscope in the treatment record.

6. Toluidine Blue

- a. Students will identify the need for further testing with Toluidine Blue
- b. Students will correctly perform the Toluidine Blue test
- c. Students will document use and all findings in the treatment record
- d. Students will identify the need for referrals

7. TMJ Assessment

- a. Students will accurately identify the need to perform a TMJ assessment
- b. Students will correctly perform the TMJ assessment and document findings using the assessment form
- c. Students will identify the need for referrals

8. Sealants

- a. Must be completed on eligible child clients up to the age of 15
- b. An instructor must approve the tooth to be sealed in advance
- c. Students must place the sealant independently (minimal assistance may be offered by the instructor as warranted).
- d. Acceptable sequence must be demonstrated.
- e. See the corresponding skill form for complete performance indicators and criteria for evaluation.

9. Whitening

- a. Student will select an appropriate client and include process in care plan

- b. Student must take a suitable impression and fabricate a model appropriate for tray construction
- c. Student must determine starting shade and discuss process and expectations with the client
- d. Student must select the appropriate whitening agent and discuss its use
- e. Student must discuss and manage sensitivity before and during the procedure
- f. Student must evaluate and document the whitening process
- g. Student will advise client of cost for whitening services (additional \$75.00).

10. Tobacco/Smoking/Vaping Counselling

- a. Students will assess client's own perception and values regarding tobacco/product use.
- b. Students will accurately assess degree of dependency on tobacco or products based on Tobacco Use History.
- c. Students will determine stage of readiness to change.
- d. Students will follow up to stage of readiness to change (if applicable).
- e. Students will use the 5 A's approach to counselling.

11. Blended Debridement Evaluation (Piezo) on a Quadrant (Process and Product):

- a. 60 minutes in length
- b. Use of piezo power scaler and manual instruments.
- c. Mild to moderate tissue inflammation.
- d. Moderate detectable subgingival deposit on 5-6 teeth; supragingival deposit may or may not be present
- e. Minimum of two posterior teeth, including a molar
- f. Pocket depths should not be greater than 6 mm
- g. Student must identify suitability of client selection prior to initiating debridement.
- h. Process for manual and piezo instruments must be observed for a minimum of 20 minute during the evaluation (it is a shared responsibility between the student and instructor to ensure process is observed as required).
- i. Product will be evaluated at the end of 60 minutes.
- j. Equipment set-up, efficient sequence, power and water levels, evacuation, tip and instrument selection will be evaluated.
- k. See the corresponding skill form for complete performance indicators and criteria for evaluation.

12. Blended Debridement (Magnetostrictive) on a Quadrant (Process and Product):

- a. 60 minutes in length
- b. Use of magnetostrictive power scaler and manual instruments.
- c. Mild to moderate tissue inflammation.
- d. Moderate detectable subgingival deposit on 5-6 teeth; supragingival deposit may or may not be present
- e. Minimum of two posterior teeth, including a molar
- f. Pocket depths should not be greater than 6 mm
- g. Student must identify suitability of client selection prior to initiating debridement.
- h. Process for manual and magnetostrictive instruments must be observed for a minimum of 20 minutes during the evaluation (it is a shared responsibility between the student and instructor to ensure process is observed as required).
- i. Product will be evaluated at the end of 60 minutes.
- j. Equipment set-up, efficient sequence, power and water levels, evacuation, tip and instrument selection will be evaluated.

- k. See the corresponding skill form for complete performance indicators and criteria for evaluation.

13. 3-Day Nutritional Counselling

- a. Students will identify a client for whom a 3-day diet assessment is warranted.
- b. Student will provide appropriate nutrition counselling based on a 3-day diet assessment that addresses caries risk and systemic health, suggesting changes for health promotion in accordance with Canada's Food Guide.

E. ADDITIONAL REQUIREMENTS:

Students will perform clinical support duties and must be familiar with the evaluation criteria outlined on the specific skill forms.

1. Reception, Screening Receptionist, Clinical Assistant, Rad Clinical Assistant/Peer Observer and Screener Duties. Due April 30, 2021

- a. Students will attend review sessions for reception and dispensary in preparation for rotations.
- b. Students will be evaluated during rotations in reception, screening and dispensary during both teaching and client clinics.
- c. Inconsistent or not competent ("N") marks will result in the student repeating the unsatisfactory rotation during a scheduled client clinic.
- d. See the corresponding skill form for complete performance indicators and criteria for evaluation.

2. Satisfactory Completion of the following:

- a. All chart audits by April 30, 2021.
- b. All proxy cards must be returned by May 7, 2021 to Liz Morch. If not returned by this date an "I" grade for Incompletion will be awarded as a final grade for DHYG 381 which results in an inability to graduate. If a proxy card is lost or not returned, a \$20.00 replacement fee will be charged to the student. Once fees are collected or the card is returned, the "I" grade will be reconciled.
- c. Lab kits must be returned by April 30, 2021 to Liz Morch. If any items have been lost or damaged, the student is responsible for replacement fees. Fees are listed on the original Lab Kit Assignment Forms. If lab kits are not returned, an "I" grade for Incompletion will be awarded as a final grade for DHYG 381 which results in an inability to graduate.
- d. Any items in the lab and/or fridge (including impressions, impression trays, fabrication materials and items) must be properly cleaned and checked by faculty prior to receiving a grade for DHYG 381. The same applies to the Lab itself. If outstanding items remain, an "I" grade for Incompletion will be awarded as a final grade for DHYG 381 which results in an inability to graduate.
- e. All client information has been deleted off storage devices.
- f. Lockers have been cleaned and all contents have been removed

Students must satisfactorily meet all learning outcomes for this clinical course as outlined in Section A: Grading, in the 2020/21 Dental Hygiene Clinic Manual. Students must also satisfactorily complete scheduled

summatives, formatives, yearlong requirements, rotations, client care requirements and meet the learning outcomes as outlined in the Summary of Clinical Evaluation Document and Course Outline housed on D2L.

STUDENT EVALUATION

Competency Based Evaluation

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

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. If you wish to dispute a final grade you have received, please refer to the [Grade Appeal Policy](#)

NOTE: All students must return their assigned proxy card (or pay the appropriate fee) in order to fulfill the participation requirement for this course. If the proxy card is not returned nor the appropriate fee not paid, the course requirements will not be fulfilled, and the student will receive an incomplete grade in this course. This will impact the student's ability to graduate from the program.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/services/>.

Academic Advising	http://camosun.ca/services/academic-advising/
Accessible Learning	http://camosun.ca/services/accessible-learning/
Counselling	http://camosun.ca/services/counselling-centre/
D2L Support	desupport@camosun.ca
Financial Aid and Awards	http://camosun.ca/services/financial-aid/
Help Centres (Math/English/Science)	http://camosun.ca/services/help-centres/
Indigenous Student Support	http://camosun.ca/learn/school/indigenous-education-community-connections/
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/services/writing-centre/learning-skills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/services/student-support/
Ombuds	http://camosun.ca/about/ombudsman/

Registration	http://camosun.ca/services/registration/
Technology Support	http://camosun.ca/services/its/
Writing Centre	http://camosun.ca/services/writing-centre/

If you have an urgent mental health concern, please contact **Counselling**. Urgent counselling sessions are available daily at both campuses during business hours. If you have an emergency or need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

STATEMENTS: POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

SCHOOL, DEPARTMENT, OR PROGRAM PROCEDURES, REQUIREMENTS, AND STANDARDS

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COLLEGE-WIDE POLICIES

Academic Accommodations for Students with Disabilities

The College is also committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, anxiety, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs and create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate accommodations you need without disclosing your diagnosis or condition to course instructors. If you need to request academic accommodations, you can contact CAL at: accessible@camosun.ca or by phone at 250-370-3312 (Lansdowne) or 250-370-4049 (Interurban). Visit <http://camosun.ca/services/accessible-learning/> for more information.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Student Code of Conduct (Academic and Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College’s Student Conduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College’s expectations of academic integrity and student behavioural conduct.

CHAIR REVIEW DATE: Dec 17, 2020

TEMPLATE VERSION: 2020.1

Changes to this Course Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.