

**Amarillo College Division of Allied Health
Dentist Aide Program**

**DNTA 141 6
CHAIRSIDE ASSISTING
Course Syllabus**

Prerequisites

None

Course Description

An introduction to chairside assisting procedures, instrumentation, infection control, equipment safety and maintenance. (4 sem hours) (3 lec, 2 lab)

Statement of Purpose

The Dentist Aide must be familiar with the basic concepts of chairside assisting in order to fully function as an integral part of the dental team. This course was designed to acquaint the student with skills necessary for patient management, instrumentation, and infection control.

Student Performance Goals

Given the course textbook, personal notes, handouts, practical demonstrations, and other course material, the student should:

1. Learn the basic terminology, facts, theories, methods and other principals associated with basic chairside assisting duties as outlined in the course syllabus.
2. Apply the knowledge learned to concrete or particular situations in a clinical setting.
3. Evaluate the learning experience from the perspective of the specified course objectives.

The student will know that these goals have been successfully completed if, after evaluated by course instructor, a final grade of "C" or greater is earned.

Course Content Objectives

1. Describe how pathogens travel from person to person in the dental office.

2. List the three primary routes of microbial transmission and the associated dental procedures that affect the dental assistant.
3. Demonstrate the principals of infection control, including the medical history, hand washing, PPE, barriers, chemical disinfectants, and sterilizers.
4. Identify and demonstrate the correct protocol for disinfecting, cleaning, and sterilization prior to and after the completion of treatment.
5. Identify and demonstrate the proper usage of high volume evacuation, dental dams, and disposable items.
6. Explain basic concepts of chairside assisting.
7. Describe and demonstrate the steps necessary for patient preparation, treatment, and dismissal.
8. Describe and demonstrate the various instrument grasps and transfer techniques for a variety of dental procedures.
9. Identify instruments used in chairside restorative procedures.
10. Demonstrate proper care and storage of dental instruments, including the hand piece and rotary burs.
11. Describe and demonstrate the types of tray systems and color coding.
12. Describe and demonstrate the steps necessary for sterilization of dental instruments following a treatment.

Course SCANS Competencies

During the course of this semester, the student will fulfill each of the following SCANS competencies by the designated means:

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|----|--------------------------------|---|
| 1. | READING | The student will complete all reading assignments and review all handouts. |
| 2. | WRITING | The student will submit written answers to questions given by the instructor on exams, quizzes, and study questions. |
| 3. | SPEAKING/
LISTENING | The student will participate verbally in class discussions, and will answer oral questions to the best of their ability. There will be verbal role playing as well. The student will listen to their instructor and classmates in order to take sufficient notes and be able to assimilate the information to ask questions when necessary. |
| 4. | CRITICAL
THINKING | The student will be asked to role play in a clinical setting that will require them to evaluate a situation and take appropriate action. The student will also formulate the information presented in this course and assimilate the information in order |

to answer questions that will be in the form of exams and or quizzes. Such questions will require the student to make logical decisions.

S. **PERSONAL
QUALITIES**

The student will be expected to take all exams and quizzes independently.

Course Meeting Days and Times

Lecture Wednesdays 2:00 to 5:00, Allied Health building, room 128

Laboratory Fridays 9:30 to 11:30, Allied Health Building, room 128

Course Director

Name: Dana Scott

Office Location: Allied Health Building, room 123

Office Phone: 806-356-3616

Home Phone: 806-353-6534 (Please no calls after 10:00 p.m.)

Campus E-mail address: scoft-dc@actx.edu

Office Hours: Mondays, Wednesdays and Fridays 8:30 a.m. to 9:30 a.m.

Part-time Faculty

Name: Mike Henderson, D.D.S.

Office Location: Allied Health Building, room TBA in class

Office Phone: TBA in class

Required Course Textbooks

1. See course Director for current publication being used

Students with Disabilities

Any student in this course who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact the Office of ACcessibility Services in the Student Service Center, room 125, phone: 371-5436, as soon as possible.

Attendance Policy

Due to the amount of information contained in this course, the student who plans to

succeed should attend all course sessions regularly and promptly. The student will need to come to class on time, fully prepared for that session, with the necessary materials, including proper lab or clinical attire if needed. There will be a few Fridays that we will attend a dental meeting or conference sponsored by the local dental society. It is mandatory that you attend these meetings as well. **You may have no more than 4 absences in this course without affecting your grade. 5 absences will lower your final grade average by 10 points.**

Make-up Policy

Wednesday quizzes given during lecture sessions may NOT be made up. This quiz is given immediately after the lecture and only pertains to that particular lecture. It is the responsibility of the student to make arrangements with the course instructor regarding make-up work. This should be done immediately upon returning from the absence. Exams, demonstrations and competency assessments should be made up within TWO Amarillo College school days following the absence.

Grading Criteria

The final course grade will be calculated as follows:

Wednesday Lecture Quizzes	5%
Competency Assessments	10%
Chapter Exams	50%
Final Exam	35%

The following grade scale will be used for ALL Dentist Aide Classes. A grade of "C" or higher is necessary for successful completion of this course.

100 to 90	=	A
89 to 80		B
79 to 75	½	C
74 to 70	¾	D
69 below	=	F

Required Examinations and Projects

This course will consist of 12 lecture quizzes, 5 chapter exams, 13 competency assessments and 1 final. The lecture quizzes are given immediately after a scheduled lecture. The quizzes give the instructor the criteria needed to assess the students comprehension of the covered material and helps the student to prepare for future examinations. Chapter exams immediately follow the completion of that particular chapter work. The chapter exams may consist of written questions or practical demonstrations or a mix of both. Competency assessments are quality assurance checks to ensure the student is capable of performing required work in a dental office.

These are usually demonstrative in nature. The end of course final will be comprehensive and will be 50% written and 50% demonstrative. One extra point may be added to the final score by writing a 1 1/2 to 2 page research report in advance.

Course Ethics

At Amarillo College, there are grave academic penalties for unethical conduct. The policy and penalty for such conduct is provided in the General Catalog as follows:

" A high standard of conduct is expected of all students. It is assumed that obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense will guide the actions of each member of the college community both in and out of the classroom. The student code of conduct is published in the Students Rights and Responsibilities publication. Any student who fails to perform according to expected standards may be disciplined."

It can be concluded from this statement that cheating and other forms of unethical conduct are absolutely forbidden by Amarillo College policy. Any form of unethical conduct in this course will result in a final grade of "F, regardless of any other grades earned. This policy will be strictly enforced.

Electronic and Recording Devices

All electronic devices such as cell phones or beeper/pagers are prohibited in this course. No tape recordings of the lecture or lab sessions are permitted. Reading the assigned chapters prior to class and taking notes during lecture will assure proper coverage of material for preparation for quizzes and exams.

Student Grievance Procedure

A student who has a problem with the course instructor should make every attempt to resolve the problem with the course instructor first. If that is not successful, the student may appeal the decision of the instructor to the Program Director, then the Chairman of the Allied Health Division, then the Dean of Instruction, and then the President ... IN THAT ORDER. Please refer to the Students Rights and Responsibilities publication for procedures to follow for grievances of a general nature, an academic nature, or regarding discrimination.

Tentative Course Schedule

See attached schedule.

CHAIRSIDE ASSISTING LECTURE AND LAB

Wednesday 8/29/01 Lec	Syllabus, Ch 1 Intro to Dentistry. Ch 9 Terms p.151. 151-161 lec quiz. Assignment Ch 14 terms p. 239, Intro to Chairside
Friday 8/31/01 Lab	Hand washing, PPE, Assemble kits.
Wednesday 9/05/01 Lec	Ch 9 pp.161-171 Disinfection/Sterilization <u>lec quiz</u> . Ch 14 pp239-253 terms, operator care, zones, post and pre-op duties, - lec quiz. Assignment Ch 10 terms p 177, ? on p176, Workbook pp.37-39
Friday 9/07/01 Lab	Set-up dental units ... take down dental units
Wednesday 9/12/01 Lec.	Ch 9 EXAM, Ch 10 terms, cover ALI chapter 10,(hazardous waste) <u>lec quiz</u> Assignment ch ? on 1313.191-192 and Workbook 47-49 -
Friday 9/14/01 Lab	Continue set-up, take down dental units, observe waste management in clinic.
Wednesday 9/19/01 Lec	Ch 10 EXAM, Ch 14 pp.254-259 Seat, Dismiss patients, special needs patients, Positioning. Lec quiz
Friday 9/21/01 Lab	Orthodontic Meeting ... Details TBA in class. Mandatory Participation.
Wednesday 9/26/01 Lec	Ch 14 pp.266-271 Maintaining Operating Field, suction, retraction, air/water. Lec Quiz. Assignment: Ch 14 ? on p272, workbook pp66-68, except ? 13-20. Ch 11-terms p. 193, Ch 28 terms p 629
Friday 9/28/01 Lab	Clinical seat, dismiss patient, suction, retraction and air/water practice.
Wednesday 10/03/01 Lec	Ch 14 EXAM, (no grasps, transfers), CH 28 pp 630-644 Rubber dam, Lec Quiz Video. Ch 11 D 194. terms. Patient histories Assignment Ch 28 D644 terms
Friday 10/05/01 Lab	Set up typodonts, rubber dams, clinical practice on patient histories.
Wednesday 10/10/01 Lec	Ch 28 p 644-652 Matrix Lec quiz Ch 11 pp 197-202 Vitals Lec quiz. Beads.
Friday 10/12/01 Lab	Academy of General Dentistry Meeting. Time TBA. Mandatory attendance.
Wednesday 10/17/01 Lec	Ch 11 pp 195-196 Clinical Evaluations. Video. Assignment, Ch 11 pp 203-204 and workbook pp. 50 - 53
Friday 10/19/01 Lab	Clinical practice, vitals, intra/extra oral exams.
Wednesday 10/24/01 Lec	Ch 11 EXAM. Ch 14 pp259-265. inst. grasp. transfer. Lec Quiz
Friday 10/26/01 Lab	Clinical practice of instrument transfer
Wednesday 10/31/01 Lec	Ch 15 pp. 26-280, Basic instruments. Lec Quiz. Lunch at school
Friday 11/02/01 Lab	Clinical practice with instrumentation
Wednesday 11/07/01 Lec	Ch 15 pp. ~80-284 Plastic, Amalgam instruments
Friday 11/09/01	Clinical instrumentation practice

CHAIRSIDE ASSISTING LECTURE AND LAB

Wednesday 11/21/01	Lec	Ch 15 p 291 Tray set-ups color coding. Lec Quiz Assignment 6h 15 ? on p i92 and workbook pp 76-80
Friday 11/23/01	Lab	Cook, Slice, Carve, Wash, Dry, Eat, Sleep THANKSGIVING HOLIDAY
Wednesday 11/28/01	Lec	Ch 15 EXAM, Competency Assessments, Assist in Clinic
Friday 11/30/01	Lab	Instrumentation, Competency Assessments, Assist Dr. H. in clinic
Wednesday 12/05/01 -	Lec	Instrument demonstration and exam
Friday 12/07/01	Lab	Assist in Clinic with Dr. H. Competency Assessments if necessary.
Finals Week 12/10- 12/13		Final date and Time TBA in Class

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DNTA 1415
Chairside Assisting

Verification of Course Policy

1, _____, verify that I have received the Chairside
(please print name)

Assisting, DNTA 1415, course syllabus. I have read and understand the course and department policies contained in the syllabus as they have been explained to me. I agree to abide by the policies and course requirements documented in the syllabus.

(student signature)

(date)

(faculty signature)

(date)