

DA R010: INTRODUCTION TO DENTAL ASSISTING

Originator

aderdiarian

Co-Contributor(s)
Name(s)

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College

Oxnard College

Discipline (CB01A)

DA - Dental Assistant

Course Number (CB01B)

R010

Course Title (CB02)

Introduction to Dental Assisting

Banner/Short Title

Intro to Dental Assisting

Credit Type

Credit

Start Term

Fall 2021

Catalog Course Description

This course is an introduction to dental assisting, dental terminology, basic anatomy of the oral cavity, dental anatomy and physiology, oral embryology, tooth morphology, classifications of restorations, preliminary oral inspection, charting existing conditions of the hard and soft tissues, taking and recording vital signs and the introduction to systemic conditions which may affect dental care.

Taxonomy of Programs (TOP) Code (CB03)

1240.10 - *Dental Assistant

Course Credit Status (CB04)

D (Credit - Degree Applicable)

Course Transfer Status (CB05) (select one only)

C (Not transferable)

Course Basic Skills Status (CB08)

N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)

C - Clearly Occupational

Course Cooperative Work Experience Education Status (CB10)

N - Is Not Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)

Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)

N - The Course is Not an Approved Special Class

Course Prior to Transfer Level (CB21)

Y - Not Applicable

Course Noncredit Category (CB22)

Y - Credit Course

Funding Agency Category (CB23)

Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)

1 - Program Applicable

General Education Status (CB25)

Y - Not Applicable

Support Course Status (CB26)

N - Course is not a support course

Field trips

Will not be required

Grading method

Letter Graded

Does this course require an instructional materials fee?

No

Repeatable for Credit

No

Is this course part of a family?

No

Units and Hours

Carnegie Unit Override

No

In-Class

Lecture

Minimum Contact/In-Class Lecture Hours

52.5

Maximum Contact/In-Class Lecture Hours

52.5

Activity

Laboratory

Total in-Class

Total in-Class

Total Minimum Contact/In-Class Hours

52.5

Total Maximum Contact/In-Class Hours

52.5

Outside-of-Class**Internship/Cooperative Work Experience**

Paid

Unpaid

Total Outside-of-Class**Total Outside-of-Class****Minimum Outside-of-Class Hours**

105

Maximum Outside-of-Class Hours

105

Total Student Learning**Total Student Learning****Total Minimum Student Learning Hours**

157.5

Total Maximum Student Learning Hours

157.5

Minimum Units (CB07)

3

Maximum Units (CB06)

3

Corequisites

DA R011 and DA R012 and DA R013 and DA R014 and DA R015

Advisories on Recommended Preparation

High School Diploma or GED and ENGL R101 or ENGL R101H

Limitations on Enrollment

Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross)

Proof of freedom from and immunity to communicable diseases

No acrylic or long nails in clinical settings

Current negative TB test or chest x-ray

Others (specify)

Physical examination demonstrating general good health

No visible tattoos or visible body piercings except single studs in earlobes

Other Limitations on Enrollment

Admittance to Dental Assisting program per application process

Requisite Justification**Requisite Type**

Advisory

Requisite

ENGL R101 or ENGL R101H

Requisite Description

Course not in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Advisory

Requisite

High School Diploma or GED

Requisite Description

Credit program requisite (credit only)

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R011

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R012

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R013

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R014

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R015

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Student Learning Outcomes (CSLOs)**Upon satisfactory completion of the course, students will be able to:**

- | | |
|---|---|
| 1 | Accurately obtain patient medical histories and coordinate treatment planning |
| 2 | Accurately identify tooth morphology |
| 3 | Identify and define dental caries |

Course Objectives**Upon satisfactory completion of the course, students will be able to:**

- | | |
|----|---|
| 1 | Describe information on a standard medical history and how medical conditions and patient's medications alter or compromise dental treatment |
| 2 | Discuss and demonstrate the assistants role in diagnosis, data gathering and treatment |
| 3 | List the OSHA regulations |
| 4 | List the procedures of taking and recording vital signs and the ability to list normal limits |
| 5 | List the various types of medical emergencies that may be encountered in a dental office and discuss the role of staff members in preventing and managing these emergencies |
| 6 | List the assistant role in diagnosis, data collection, and treatment planning |
| 7 | Describe the list regions of head and neck anatomy |
| 8 | List and describe the overview of dentition |
| 9 | List the specialties in dentistry and the role of the Dental Assistant in each specialty |
| 10 | Define periodontal disease |
| 11 | Define dental caries |
| 12 | Define the medically compromised patient |
| 13 | List the high risk areas of cancer in the oral cavity |
| 14 | Describe the principles of pharmacology |

Course Content**Lecture/Course Content**

1. History of Dentistry
 - a. Early times
 - b. Educational and professional development in the United States
2. The Professional Dental Assistant
 - a. Professional appearance
 - b. Knowledge and skills
 - c. Teamwork
 - d. Attitude
 - e. Confidentiality
 - f. Dedication
3. The Dental Health Care Team

- a. Dentist
 - b. Dental specialist
 - c. Registered dental hygienist
 - d. Dental assistant
 - e. Dental lab technician
 - f. Supporting services
 - g. Legal and ethical implications
 - h. The future
4. General Anatomy and Physiology
 - a. Planes and Body direction
 - b. Structural units
 - c. Body Cavities
 - d. Skeletal system
 - e. Cardiovascular system
 - f. Nervous system
 - g. Respiratory system
 - h. Digestive system
 - i. Endocrine system
 - j. Urinary system
 - k. Legal and Ethical Implications
5. Head and Neck Anatomy
 - a. Regions of the Head
 - b. Bones of the skull
 - c. Temporomandibular joint
 - d. Salivary Glands
 - e. Nerves of the Head and Neck
 - f. Muscles of the Head and Neck
 - g. Blood supply of the Head and Neck
 - h. Lymph Nodes of the Head and Neck
6. Landmarks of the Face and Oral Cavity
 - a. Landmarks of the face
 - b. The Oral cavity
 - c. The Oral proper
7. Overview of Dentition
 - a. Dentition periods
 - b. Dental arches
 - c. Types and functions of teeth
 - d. Tooth Surface
 - e. Anatomic features of teeth
 - f. Occlusion
 - g. Tooth-Numbering systems
 - h. Legal and ethical implications
8. Tooth Morphology
 - a. Anterior permanent dentition
 - b. Posterior permanent dentition
 - c. Primary dentition
9. Dental Caries
 - a. Bacterial infection
 - b. The caries process
 - c. The importance of saliva
 - d. Diagnosis of caries
 - e. Methods of varies intervention
 - f. Risk assessment for caries
10. Periodontal Disease
 - a. Prevalence
 - b. Systemic conditions linked to periodontal disease
 - c. Description of periodontal disease

- d. Signs and symptoms
 - e. Legal and ethical implications
11. Nutrition
 - a. Food guide pyramid
 - b. Recommended daily allowance
 - c. Diet modifications
 - d. Eating disorders
 - e. Healthy habits
 - f. Patient education
 12. Oral Pathology
 - a. Making a diagnosis
 - b. Oral lesions
 - c. Conditions of the tongue
 - d. Oral cancer
 13. Occupational Health and Safety
 - a. Association and organizations
 - b. Government agencies
 14. Vital Signs
 - a. Factors affecting vital signs
 - b. Pulse
 - c. Respiration
 - d. Blood pressure
 - e. Electrocardiogram
 - f. Patient education
 15. Oral Diagnosis and Treatment Planning
 - a. Examination and diagnosis techniques
 - b. Recording the dental examination
 - c. The treatment plan
 - d. Recording the dental treatment
 - e. Legal and ethical implications
 16. Patient Information and Assessment
 - a. The patient record
 - b. Privacy policy of the health insurance policy
 - c. Initial patient contact
 - d. Patient record forms
 17. Assisting in Medical Emergencies
 - a. Preventing medical emergencies
 - b. Emergency preparedness
 - c. Recognizing medical emergencies
 - d. Emergency care standards
 18. The Medically Compromised Patient
 - a. The rights of all patients
 - b. Role of the dental assistant
 - c. Stages of aging
 - d. The medically compromised patient
 - e. Specific illnesses of the medically compromised
 19. Delivering Dental Care
 - a. Knowing your patient
 - b. Reviewing the patient record
 - c. Preparing the treatment plan
 - d. Greeting and seating the patient
 - e. Team dentistry
 - f. Principles of team positioning
 - g. Operating zones
 - h. Instrument transfer
 20. Principles of Pharmacology
 - a. Overview of drugs
 - b. Dispensing drugs

- c. Drug dosage and forms
- d. Controlled substance act
- e. Classifications of drugs
- f. Antibiotic prophylaxis
- g. Adverse drug effect
- h. Patient education

Laboratory or Activity Content

None

Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Problem solving exercises
Skills demonstrations
Written expression

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Essay exams
Essays
Group projects
Individual projects
Objective exams
Oral presentations
Problem-Solving Assignments
Recitals
Role playing
Reports/papers
Simulations

Instructional Methodology

Specify the methods of instruction that may be employed in this course

Audio-visual presentations
Class activities
Class discussions
Case studies
Distance Education
Group discussions
Guest speakers
Lecture
Small group activities

Describe specific examples of the methods the instructor will use:

- 1) **Audio Visual Presentations:** Instructor utilizes multimedia presentations to demonstrate the course topics, specifically to highlight safety and accident prevention.
- 2) **Case Studies:** Utilizing case studies helps further emphasize the course topics, highlighting safety and prevention in the program and in the real world.
- 3) **Class Discussions:** The instructor will encourage participation and learning by facilitating discussions of the course content.
- 4) **Guest Speakers:** Whenever possible, guest speakers will be invited to share their unique and expert perspective on topics germane to the course, encouraging dialogue and discussion in the class.
- 5) **Lectures:** The class employs traditional lectures with Powerpoint presentations to present the material, in addition to supplemental lecture material provided through the online portal.
- 6) **Role Playing:** Students will demonstrate their understanding of the material by role playing the topics discussed. The role playing ensures an understanding of the topic and allows the opportunity to provide feedback to correct errors.
- 7) **Small Group Activities:** Will help emphasize the material in a manner which encourages interaction with classmates and stimulates real world activities.

Representative Course Assignments

Writing Assignments

1. Students will write a paper on a specific topic of choice topics, for example, the dental health team.

Reading Assignments

1. A minimum of 6 hours per week reading prior to lecture
 - a. Doni L. Bird, Modern Dental Assisting
 - i. History of Dentistry
 - ii. The professional Dental Assistant
 - iii. The dental Health team
 - iv. General Anatomy
 - v. General Physiology
 - vi. Oral Embryology and Histology
 - vii. Head and Neck Anatomy
 - viii. Landmarks of the Face and Oral Cavity
 - ix. Overview of the Dentitions
 - x. Tooth Morphology
 - xi. Dental Caries
 - xii. Periodontal Disease
 - xiii. Oral Pathology
 - xiv. Regulatory and Advisory Agencies
 - xv. Chemical and Waste Management
 - xvi. The Patient Record
 - xvii. Vital Signs
 - xviii. Oral Diagnosis and Treatment planning
 - xix. The Medically Compromised and Physically Compromised patient
 - xx. Delivering Dental Care
 - xxi. Dental Hand Instruments

Skills Demonstrations

1. Students will demonstrate competency by role playing different real world dental scenarios, including management of a medical emergency, infection control protocol and dental health education education demonstration.

Outside Assignments

District General Education

A. Natural Sciences

B. Social and Behavioral Sciences

C. Humanities

D. Language and Rationality

E. Health and Physical Education/Kinesiology

F. Ethnic Studies/Gender Studies

CSU GE-Breadth

Area A: English Language Communication and Critical Thinking

Area B: Scientific Inquiry and Quantitative Reasoning

Area C: Arts and Humanities

Area D: Social Sciences

Area E: Lifelong Learning and Self-Development

Area F: Ethnic Studies

CSU Graduation Requirement in U.S. History, Constitution and American Ideals:

IGETC

Area 1: English Communication

Area 2A: Mathematical Concepts & Quantitative Reasoning

Area 3: Arts and Humanities

Area 4: Social and Behavioral Sciences

Area 5: Physical and Biological Sciences

Area 6: Languages Other than English (LOTE)

Textbooks and Lab Manuals

Resource Type

Textbook

Description

Bird, Doni L. (2020). *Modern Dental Assisting* (13th). St. Louis Elsevier Saunders.

Library Resources

Sufficient Library Resources exist

Yes

Distance Education Addendum

Definitions

Distance Education Modalities

Hybrid (51%–99% online)

Hybrid (1%–50% online)

100% online

Faculty Certifications

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.

Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.

Yes

Regular Effective/Substantive Contact

Hybrid (1%–50% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Regular use of asynchronous discussion boards encourages various types of interaction and critical thinking skills among all course participants. Questions and topics posed will allow students to discuss, compare and contrast, identify, and analyze elements of the course outcomes. Students will be required to respond to one another with substantive comments with the intent of creating a dialog. Other discussion boards may be used for Q&A and general class discussion by students and instructor to facilitate student success and strengthen student learning outcomes.
E-mail	E-mail, class announcements and various learning management system tools such as “Message Students Who” and “Assignment Comments”, will be used to regularly communicate with all students on matters such as clarification of class content, reminders of upcoming assignments and/or course responsibilities, to provide prompt feedback to students on coursework to facilitate student learning outcomes, or to increase the role of an individual educator in the academic lives of a student. Students will be given multiple ways to email instructor through both the learning management system inbox and faculty provided email accounts.
Face to Face (by student request; cannot be required)	The instructor will hold weekly, scheduled office hours either in person or via-web conferencing, for students to be able to meet and discuss course materials or individual progress. Students can request additional in-person or web conferencing meetings with faculty member as needed. Faculty may encourage online students to form “study groups” in person or online.
Other DE (e.g., recorded lectures)	Faculty will use a variety of ADA compliant tools and media integrated within the learning management system to help students reach SLO competency. Tools may include: <ul style="list-style-type: none"> • Recorded Lectures, Narrated Slides, Screencasts • Instructor created content • OC Online Library Resources • Canvas Peer Review Tool • Canvas Student Groups (Assignments, Discussions) • 3rd Party (Publisher) Tools (MyOpenMath) • Websites and Blogs • Multimedia (YouTube, Films on Demand, 3CMedia, Khan Academy, etc.)

Synchronous Dialog (e.g., online chat)	Instructor will provide a set time each week where they will be available for synchronous chat and be available in the discussion board and can answer questions in live time.
Video Conferencing	Video tools such as ConferZoom can be used to provide live synchronous or asynchronous sessions with students. ADA compliance will be upheld with Closed Captioning during the session or of the recorded session. Recordings of all live sessions will be made available within the LMS. Video Conferences will be used to facilitate SLOs and student-to-student group meetings will also be encouraged.
Telephone	Students can request for instructor to call or vice versa in order to answer one-on-one questions about course material or student progress.

Hybrid (51%–99% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Didactic instruction will include lectures with Powerpoint presentations. Supplemental lecture material will be provided via the online portal. Students will receive online exercises and quizzes through the online portal

100% online Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Activities will include online testing and role playing via video conferencing and online submission of written assignments

Examinations**Hybrid (1%–50% online) Modality**

Online
On campus

Hybrid (51%–99% online) Modality

Online

Primary Minimum Qualification

DENTAL TECHNOLOGY

Additional local certifications required

Dental assisting faculty must have background in and current knowledge of dental assisting, the specific subjects they are teaching and educational theory and methodology e.g., curriculum development, educational psychology, test construction, measurement and evaluation. Faculty providing didactic instruction must have earned at least a baccalaureate degree or be currently enrolled in a baccalaureate degree program. Laboratory, preclinical and clinical faculty must be a Dental Assisting National Board "Certified Dental Assistant" or a California Registered Dental Assistant. Dentists are exempt from this requirement.

Review and Approval Dates**Department Chair**

05/06/2020

Dean

05/06/2020

Technical Review

05/13/2020

Curriculum Committee

05/13/2020

Curriculum Committee

11/25/2020

CCCCO

MM/DD/YYYY

Control Number

CCC000452594

DOE/accreditation approval date

MM/DD/YYYY