

## *Syllabus for Dental Assisting Course*

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**Office:** 1295 Russell Pkwy

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**Office Hours:** Mon-Thurs : 8 a.m.-5 p.m.

**Textbook:** Essentials of Dental Assisting

**Course Grade:** Midterm 20%/Final Exam 20%/Practical Exam 20%

Weekly Quizzes 20%/Competancies & class participation 20%

### **Class Policies:**

**Dress Code:** All students are expected to come to all classes, tests, and the final, dressed in blue scrubs, short lab jacket (that can button all the way up), white tennis shoes or crocs, & a name tag. Also need to have safety glasses.

**Assignments:** Reading assignments should be done in a timely fashion.

Optimally, assignments should be completed after the class in which the material was presented and before the next class meeting. Quizzes will be given on material covered the week prior.

**Attendance:** Attendance will be taken at the beginning of every class. Students are expected to be at each session. The instructor should be notified by phone when a student is absent. Students are responsible for material missed while absent. Excessive absences will result in the student being terminated from the Dental Assisting Program.

**Quizzes:** The quizzes will be representative of the assigned reading material, & class lecture. If a quiz is missed, for a valid reason, makeup will be permitted. A handwritten, signed, and dated note explaining the reason for a missed quiz must be given to the instructor in a timely fashion. **Quiz dates are given on the course outline.**

**Final Exam:** The final exam is comprehensive, time involved & must be taken during time allowed-not early or late.

**Extra Help:** Tutoring is available by contacting one of the instructors & scheduling a specific date & time.

### Course Description

This course is designed to prepare the Dental Assisting student to function effectively as an integral member of the Dental Professional Team. Emphasis is placed on basic chairside assisting techniques for general dentistry.

### Learning Outcomes

1. List and describe Dentistry as a Profession
2. Identify and understand Infection Control Prevention
3. Understand the head, neck & teeth
4. Identify dental charting and Oral Exam
5. Describe the chairside assistant's role in fourhanded dentistry

### Other Expectations

Arrive on time, don't pack up early, & stay for the entire class. No sleeping- If you have spare time, you should be going over any materials you may need more time to get familiar with. Bring textbook, paper & pencil. Any behavior that disrupts the class or interferes with learning is unacceptable. Please try not to interrupt when instructor is speaking & keep side conversations to a minimum.

You will need:

- Blue scrubs (any shade)
- Tennis shoes or white crocs
- Name tag (cheap)
- White lab jacket
- Safety glasses
- Red & Blue color pencils (that can be easily erased)
- Three ring binder