

Curriculum Action Request (CAR) (Form 4-93) - Maui Community College

Date Submitted to Curriculum Committee: 10/17/01

1. a. General type of action: program x course
Alpha/No. of present course

b. Specific type of action: (check appropriate action below)

Addition:	Deletion:	Modification in:
X regular	<u>course</u>	<u>credits</u>
<u>experimental</u>	<u>from program</u>	<u>title</u>
(specify):	<u>number and/or alpha</u>	<u>prerequisites</u>
		<u>description</u>
		<u>program</u>

2. Reason for this curriculum action:
Community need for Dental Assisting

3. Existing course: NA
Alpha Number Title credits

4. a. Proposed/modified course:

DENT 150 Orientation to Dental Assisting 2
Alpha Number Title (60 positions max. spaces count) credits

b. ORIENT DENT AS
Abbreviated title (16 positions max.)

c. New Course Description and/or page number in catalog of present course description, if unchanged or modified:

Provides an orientation to dental practice, including specialties, history, professional and legal responsibilities, the role of the dental auxiliary dental and medical terminology, patient communication and office personnel relationships. Introduces infectious diseases important to dentistry, hazardous materials management, and waste management and rules of regulatory agencies (DCCA, OSHA, CDC, and ADA). Teaches disinfection, instrument decontamination, sterilization procedures, tray set-up preparation, and protocols and emergency procedures for hazardous and biohazardous waste or materials.

5. a. Prerequisites: Admission to Dental Assisting program, or consent

b. Corequisites: none

c. Recommended preparation: none

6. a. Semester Offered: fall spring fall/spring as needed na

b. Proposed semester/year of first offering: Fall semester 2002 year

c. other scheduling considerations? no yes, explain:

Short

- 7. Student contact hours per week: lecture 1 hrs lab 3 rs lecture/lab hrs other hrs, explain:
- 8. Revise current MCC General Catalog pages: 27, 57 Other:
- 9. Course grading: letter grade only credit/no credit either audit
- 10. Special fees required: no yes, explain:
- 11. Will this request require special resources (personnel, supplies, etc.)?
 no X yes, explain:
dedicated classroom, Laboratory space, 1.0 FTE, Lecturers
- 12. a. Maximum enrollment: 24 Rationale, if applicable:
Limited lab space
- b. Is this course restricted to particular room type? no X yes,
 explain type of room required:
 Dental Laboratory
- 13. X Course fulfill requirement for Dental Assisting program(s)
 Course is elective for NA program(s)
 Course is elective for AA degree NA program(s)
- 14. Course increase decreases makes no change
 in # of credit required for the program(s) affected by this action
 NA
- 15. Is this course cross-listed? X no yes, identify course:
- 16. Is this course taught at another UH campus? X no, specify why this
 course is offered at MCC:
 Support Dental Assisting Program
 yes, specify campus, course, Alpha and Number:
- 17: a. Course is articulated at (check those that apply):
 UHCC UH Manoa UH Hilo UH WO Other/PCC
- b. Course is appropriate for articulation at (check those that apply):
 UHCC X UH Manoa UH Hilo UH WO Other/PCC
- c. Course is not appropriate for articulation at (check):
 UHCC UH Manoa UH Hilo UH WO Other/PCC
- d. Course articulation information is attached X no yes
 Under investigation

Proposed by: Nancy Johnson
Nancy Johnson 10/16/01
 Author/Program Coordinator Date

Approved by:
Margie Kell 01/15/02
 Academic Senate Chair Date

Requested by:
Kate Acks Kate Acks 10-16-01
 Unit Chair Date

Paula Ruel 01/22/02
 Dean of Instruction Date


Recommended by:
[Signature] 12/05/01
 Curriculum Chair Date

[Signature] 2/4/02
 Provost Date

MAUI COMMUNITY COLLEGE
COURSE OUTLINE

1. COURSE TITLE: DENT 150
Orientation to Dental Assisting, Infection
& Hazardous Waste
- NUMBER OF CREDITS: Two credits (2)
- ABBREVIATED COURSE TITLE: Orient Dent As
- DATE OF OUTLINE October 6, 2001
2. COURSE DESCRIPTION: Provides an orientation to dental practice, including specialties, history, professional and legal responsibilities, the role of the dental auxiliary, dental and medical terminology, patient communication and office personal relations. Introduces infectious diseases important to dentistry, hazardous materials management, and waste management and rules of regulatory agencies (DCCA, OSHA, CDC and ADA). Teaches disinfection, instrument decontamination, sterilization procedures, tray set-up preparation, and protocols and emergency procedures for hazardous and biohazardous waste or materials.
3. CONTACT HOURS PER WEEK: Lecture - One (1), Lab Three (3)
4. PREREQUISITES: Admission to Dental Assisting program, or consent
- COREQUISITE(S):
- RECOMMENDED PREPARATION: none

APPROVED BY



Date

01/22/02

5. GENERAL COURSE OBJECTIVES

- Describe dental profession, including specialties, history, professional and legal responsibilities.
- Describe the role of dental auxiliaries, including legal and ethical responsibilities.
- Identify and define dental and medical terminology.

6. SPECIFIC COURSE COMPETENCIES

Upon successful completion of DENT 150, the student will be able to:

1. Define and correctly spell basic dental and medical terms.
2. Identify and explain services provided by six types of dental practices.
3. Identify the legal and appropriate duties for a dental assistant, and duties performed in a dental practice that are restricted to the dentist or restricted to auxiliaries other than the assistants.
4. Explain the activities commonly involved in the performance of duties legally assigned to dental assistants and dental hygienists.
5. List the professional and legal requirements for dental auxiliaries under the Hawaii Department of Commerce and Consumer Affairs (DCCA), Office of Safety, Health, Administration (OSHA), Center for Disease Control (CDC), American Dental Association (ADA)
6. Describe the common approaches used to establish and foster effective oral communication with patients, employer (s), and other health care personnel.
7. Analyze proper and improper oral and written communication with dental patients, employer (s), and other health care personnel.
8. Describe and apply modification in oral communication for the following patient groups: the child patient, the geriatric patient, the apprehensive patient, the dissatisfied patient
9. Explain the role of privileged communication in health care services.
10. Explain the importance of isolation techniques, asepsis, and infection control in the dental environment.
11. Demonstrate methods of instrument decontamination, sterilization procedures and tray set-up preparation.
12. Describe protocols and emergency procedures for hazardous and biohazardous waste or materials.
13. Explain effective oral and written communication in the dental office.

7. RECOMMENDED COURSE CONTENT AND APPROXIMATE TIME SPENT

- 3 weeks Overview of the dental profession
Legal and ethical considerations
- 2 weeks Role of the auxiliary in dentistry
- 2 weeks Dental and medical terminology

- 2 weeks Patient and professional communications
- 1 week Restricted information and privileged communication
- 1 week Working relationship with office personnel
- 2 weeks Isolation techniques, asepsis, infection control
Sterilization, disinfection and sanitation
- 2 weeks Hazardous materials and waste management

8. RECOMMENDED COURSE REQUIREMENTS

Specific course requirements are at the discretion of the instructor at the time the course is being offered. Suggested requirements might include, but are not limited to, the following

- Attendance
- Weekly quizzes
- Midterm
- Final exam
- Written and oral reports

9. TEXT AND MATERIALS

Text materials will be selected from the best and most up-to-date materials available, such as

Bird, D. et al, Torres and Ehrich Modern Dental Assisting, current edition, W.B. Saunders Co; ISBN: 0721695299.

Torres, Hazel, Modern Dental Assisting: Workbook, current edition, W.B. Saunders Co; ISBN: 0721676294.

Miller and Keane, Encyclopedia and Dictionary of Medicine, Nursing and Allied Health, current edition, Saunders.

State of Hawaii Department of Commerce and Consumers Affairs, Hawaii Administrative Rules Title 16, Chapter 79 Dentists and Dental Hygienists.

State of Hawaii Department of Commerce and Consumers Affairs, Hawaii Revised Statutes Chapter 448, Dentistry.

10. EVALUATION AND GRADING

One or more midterm examinations, quizzes, and a final examination will be given. These tests may include any of the following types of questions: multiple choice, true-false; matching, short answer, short essay, and critical thinking. Exams will cover material from lectures, laboratory exercises, and reading assignments. Satisfactory completion of laboratory skills checklist required.

Weekly quizzes	10-30%
Midterm	10-20%
Final	25-30%
Project	15-30%
Presentations	10-20%

11. METHODS OF INSTRUCTION

Instructional methods vary with instructors. Techniques may include, but are not limited to, the following

- Lecture
- Discussion
- Group presentations
- Guest speakers