Dental Assisting

Mode of Delivery	**Hybrid - Courses delivered online are identified below; all other courses are offered in a traditional on-campus (residential) mode of delivery.**
Credential Awarded	**Diploma**
Contact Hours	**1040**
Program Quarter Credits	**60**
Instructional Weeks	**48.00**
Total Clock Hours	**Including Recognized Out-of-Class Work Hours: 1,300**

Length in Months: 12 / Quarters 4*
**Based on full-time enrollment*

Objective

The Dental Assistant's role is critical to the delivery of quality dental health care. Advanced technologies and the increasing demand for dental services have resulted in dramatic growth in the industry. The objective of the dental assisting program is to provide quality career education that prepares students not only for seeking entry-level employment in the dental assisting field but also for life-long learning and personal and professional growth.

Description

Dental assistants perform a variety of patient care, office, and laboratory duties. They sterilize and disinfect instruments and equipment, prepare and lay out the instruments and materials required to treat each patient, and obtain and update patients' dental records. Assistants make patients comfortable in the dental chair and prepare them for treatment. During dental procedures, assistants work alongside the dentist to provide assistance. The Dental Assisting curriculum provides a foundation in the health sciences and hands-on training in using the technology necessary to perform tasks typically performed by a Dental Assistant.

Externship

An externship component is included in this program to provide students with the opportunity to apply their knowledge and skills to real-life situations in a dental setting. Students are required to complete the required externship hours and other related learning activities prior to graduation. Students are not paid for work performed at the externship site. Students must successfully complete all course work to advance into the 300-clock hour externship experience. Entering an externship requires maintenance of satisfactory progress in compliance with established academic policies and procedures. The student works on site in a combination of clinical and front office settings to practice the skills learned in the classroom and acquire confidence in a real-world environment.

Credentialing Exams

The program prepares graduates with the requisite knowledge and skills to challenge the three-part Certified Dental Assistant (CDA) exam administered by the Dental Assisting National Board (DANB). However, graduates of the program are eligible to take the General Chairside Assisting (GC) portion of the exam only if the program is approved by the Commission on Dental Accreditation (CODA) or after working 3500 hours as a dental assistant. There are no eligibility requirements for taking the Radiation Health and Safety Examination (RHS) or the Infection Control Examination (ICE) Examination.

Graduates of this program are eligible for taking the Dental Assisting National Board's (DANB) Radiation Health and Safety (RHS), and the Infection Control Examination (ICE) Examinations.

Career Opportunities

Graduates of the Dental Assisting program are prepared to seek entry-level employment in the office of a licensed dentist, performing tasks such as assisting with procedures, managing/maintaining patient records, and completing other appropriate tasks assigned by the licensed Dentist.

Plan of Study

Course Code	Name	Contact Hours	Clock Hours	Credits	Quarter Credits
AHP101	Introduction to Health Professions	0	60	4	0
AHP105	Medical Terminology	0	60	4	0
AHP106	Medical Anatomy and Physiology	0	60	4	0
DAS110	Fundamentals of Dental Assisting	0	60	4	0
DAS116	Infection Control	0	60	4	0
DAS120	Dental Procedures and Techniques	0	60	4	0
DAS125	Dental Materials and Lab Techniques	0	60	4	0
DAS130	Dental Restorative Procedures	0	60	4	0
DAS135	Dental Radiology	0	60	4	0
DAS140	Dental Office Procedures and Billing	0	60	4	0
DAS145	Dental Specialties and Expanded Functions	0	60	4	0
DAS151	Dental Capstone	0	60	4	0
DAS190	Externship I	0	160	6	0
DAS195	Externship II	0	160	6	0

AHP105, AHP106: Online delivery

Schedule

Morning: 9:00 a.m. – 2:00 p.m. Monday through Thursday. Required externship hours may be scheduled outside of typical class sessions. Externship hours will be available during typical office hours. Hours are subject to change. Classes may be scheduled as noted above, including any instructional week which contains a School holiday, in which case, class may also be scheduled on Friday.

Course Descriptions

AHP101 : Introduction to Health Professions

In this course students will gain an overview of health professions and learn the basics of medical terminology, life support, and infection control. Students will also learn directives and guidelines set forth by government agencies for healthcare facilities and professionals. To help students transition successfully into college environment, this course also explores learning strategies such as reading and critical thinking, test-taking, and using computer technology for resources and class assignments.

Credits	**4**
Clock Hours	**60**
Lab Hours	**40**

Lecture Hours	20
Prerequisites	None

AHP105 : Medical Terminology

This course will introduce students to the terminology associated with medical language. To function effectively in health profession students must understand the structure of medical language, including prefixes, suffixes, root words and medical abbreviations. Through virtual laboratory assignments, terminology relative to the body systems is presented to help the student understand medical terminology. In addition to studying the medical terminology, the course briefly covers disease processes and treatment modalities such as psychiatry, oncology, radiology and nuclear medicine. This introductory course provides a basis for a more in-depth study of human anatomy and physiology.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	None

AHP106 : Medical Anatomy and Physiology

Students are introduced to anatomical structures and physiological function of the human body. This course defines the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, respiratory, digestive, urinary and reproductive systems. Virtual practical laboratory experiences included in the course provide an understanding of basic anatomy and physiology which is the foundation for a career in health professions.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	None

DAS110 : Fundamentals of Dental Assisting

This course presents the foundational principles of the dental assisting profession, the science of dentistry, and an introduction to dental communications. The course includes the roles and functions of the dental team, and laws affecting ethics and the practice of dentistry. Students will gain a working vocabulary that includes terminology related to oral, dental, and head and neck anatomy. Students will be introduced to dental office communication and business operating systems.

Credits	4
Clock Hours	60

Lab Hours	40
Lecture Hours	20
Prerequisites	None

DAS116 : Infection Control

This course presents the background, importance, and practical application of disease transmission prevention and infection control in dentistry. This includes the chain of infection, standard and transmission-based precautions, barriers and use of personal protective equipment (PPE), and strategies for preventing the spread of infectious disease to healthcare workers and patients. Also presented is an introduction and comprehension of regulatory agency guidelines.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	None

DAS120 : Dental Procedures and Techniques

This course presents the foundation of chairside dental assisting in the delivery of dental care to include dental instrument identification and use, and moisture and pain control methods. Patient information and assessment skills detailed are patient information and assessment, an understanding of oral diagnosis and treatment planning process, the needs of the special needs and the medically compromised patient, principles of pharmacology, assisting in a medical emergency, patient assessment and oral pathology.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	DAS110

DAS125 : Dental Materials and Lab Techniques

This course presents the fundamentals of materials used in restorative dentistry including laboratory techniques and procedures. The properties of dental materials are covered such as restorative and esthetic materials, liners, bases, and bonding materials, cements, and impression materials. Labs will cover applications and uses of dental materials.

Credits	4
Clock Hours	60

Lab Hours	40
Lecture Hours	20
Prerequisites	DAS110

DAS130 : Dental Restorative Procedures

The goal of this course is to introduce students to the practices in dentistry. The student should be able to describe dental procedures including: general dentistry, restorative dentistry, fixed prosthodontics, provisional coverage, removable prosthodontics, and implant dentistry.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	DAS110

DAS135 : Dental Radiology

This course provides lecture and laboratory-based instruction on the exposure and processing techniques of diagnostic dental films. Students will also learn the basic principles of radiation physics and the concepts of radiation safety in the dental office. Radiographic instruction includes intraoral x-ray, panoramic x-rays, and an overview of digital x-ray systems. Using a radiographic simulator, students will develop a portfolio of radiographs they have taken to demonstrate competence in exposing, processing and mounting intra and extra oral radiographs on a variety of patient types.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	DAS110

DAS140 : Dental Office Procedures and Billing

This course will prepare students for administrative tasks in a dental office. Students are provided with an overview of dental office management systems: the computerized dental practice, information management, patient scheduling, recall systems, inventory management, and dental office business equipment. Managing dental office finances entails financial arrangements and collection procedures, insurance processing, and accounts payable and accounts receivable. Students are introduced to DENTRIX, dental practice management software. Class activities involve working through patient simulation exercises. While progressing through DENTRIX's menus and windows, students learn to input patient information, schedule appointments, and handle billing. The rules and function of the Health Insurance Portability and Accountability Act of 1996, Administrative Simplification, as it applies to the dental healthcare system, are reviewed.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	None

DAS145 : Dental Specialties and Expanded Functions

In this course, students will explore expanded dental assistant functions within the dental specialties endodontics, periodontics, oral and maxillofacial surgery, pediatric dentistry, and orthodontics. The basics of coronal polishing and dental sealants are presented along with advanced instruction on radiography.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	DAS135

DAS151 : Dental Capstone

This course provides a comprehensive review of program contents to prepare students to enter the externship experience. Students are also given an opportunity to review clinical skills acquired throughout the program. Professional ethics and local jurisprudence, communication, business office procedures, infection and hazard control, instrumentation, illumination, radiology, dental charting and chairside functions are reviewed.

Credits	4
Clock Hours	60
Lab Hours	40
Lecture Hours	20
Prerequisites	DAS135

DAS190 : Externship I

This course allows the student to apply what they have learned in the program curriculum to practical use in a healthcare facility under the supervision of a preceptor on the site. Through the externship experience, the student gains first-hand knowledge of the workplace and perform the assigned duties to meet the expectations in a professional setting.
Students are expected to adapt to the work environment and reflect regularly on their learning and observations. The externship work performed is not to be paid.

Credits	6
Clock Hours	160
Lecture Hours	10
Externship Hours	150
Prerequisites	All program courses

DAS195 : Externship II

This course allows the student to apply what they have learned in the program curriculum to practical use in a healthcare facility under the supervision of a preceptor on the site. Through the externship experience, the student gains first-hand knowledge of the workplace and perform the assigned duties to meet the expectations in a professional setting. Students are expected to adapt to the work environment and reflect regularly on their learning and observations. The externship work performed is not to be paid.

Credits	6
Clock Hours	160
Lecture Hours	10
Externship Hours	150
Prerequisites	All program courses