

# Taylor Dental Assisting School Course Description

## Entry Level Dental Assisting

The Entry Level Dental Assisting Course is divided into Twenty Six (26) modules of four hours each. Total time is One Hundred and Four (104) hours, but may be extended to One Hundred and Twenty (120) hours or Thirty Modules if additional practice for proficiency is required.

Appendix A contains the complete curriculum. All modules provide introduction to basic dental knowledge, vocabulary and procedures. Demonstration and practice of procedures to proficiency use the primary objectives of the clinical sessions while academic understanding of dental anatomy, tools and procedures are the objective of the academic modules. The primary course goal is to prepare the student to successfully enter the dental field as a proficient dental assistant.

**Module One:** The Roles of the Dental Assistant, The Dental Team and Ethics of the Dental Profession

This module introduces the student to the dental team and the dental office setting, the American Dental Association (ADA) and various government agencies. The role and ethics of the dental assistant are defined. This unit also introduces the student to the various fields of dentistry. The requirements and rules of the school are reviewed.

**Module Two:** Professional and Legal Aspects of Dentistry, Anatomy and Physiology, and Dental instruments

This module contains introduction to professional and legal aspects of Dentistry, the patient medical record and the assistant's charting responsibilities. This module introduces students to the anatomy of the human skull and oral cavity. The student is introduced to the examination instruments and begins the art of instrument transmittal.

**Module Three:** Dental Anatomy, The Tooth, Dentition, Occlusion and Tooth Charting

This module introduces students to tooth anatomy, dental terminology; the four basic types of teeth, the five surfaces of teeth, and the universal numbering system are introduced. Occlusion and dentition are explained.

**Module Four:** Dental Anatomy

The student then learns and begins exercises in charting and numbering the teeth, identifying surfaces, types of teeth, and arches. The module continues with transmittal of examination instruments. Quizzes on Modules One through Four will be given.

**Module Five:** Disease Transmission, Infection Control, Hazardous Waste, Disinfection, and Treatment Room Preparation

Students are introduced to disease transmission and methods of controlling infection. Emphasis is on the diseases, pathogens, and infectious diseases most common in the dental office and how these are transmitted and controlled. Patient medical records are explained and students learn about protective clothing and equipment, Occupational Safety and Health Administration (OSHA) and Material Safety Data Sheets (MSDS). Students learn basic prevention of contamination and disinfection. Students are then introduced to dental tools such as High Volume Evacuation, pre-procedures, disposables and rubber dams.

**Module Six:** Instrument Processing

Students are introduced to steps in processing dental instruments and sterilization. Clinical emphasis will be placed on practicing the correct use of surface barriers; disinfecting an operatory; bagging, loading, sterilizing, and storing instruments.

**Module Seven:** Correct Positioning of The Dental Assistant and Patient, Basic Dental Equipment, Instruments and Dental Materials

The student is introduced to correct positioning of the dental assistant and patient, transmittal of dental instruments and materials and the use of equipment, burs and handpieces. The student then demonstrates and practices skills in transmittal, positioning, uses of various equipment, restorative and preparation instruments.

**Module Eight:** Moisture Control

Students are introduced to the High Volume Evacuation (HVE), saliva ejector, and placement of cotton rolls. Students practice with placement of HVE tip, saliva ejector, and cotton rolls. They also practice loading and passing restorative burs and accessory instruments.

**Module Nine:** Patient Care and the Dental Assistant's Responsibilities to the Patient, The Dental Examination, Cavity Classification, Charting and Confidentiality, and Medical Emergencies.

The dental examination procedures, the assistant's role and responsibilities to the patient's confidentiality, and recording and charting the patient's record are introduced. The student practices setting up a patient medical record, taking and recording essential medical and dental information, and charting examination findings and treatment.

**Module Ten:** Patient Care, Medical Emergencies, Restorative and Accessory Dental Instruments

The student is introduced to the care and dental office management of common medical emergencies such as, heart attack, stroke, anaphylactic shock, seizures, choking and hyperventilation. The student is also introduced to drugs commonly found in the dental office and their locations. The student then practices managing simulated medical emergencies.

**Module Eleven:** Pain and Anxiety Control, Syringes, Nitrous Oxide, Diamond Burs, Laboratory and Air Abrasion Handpieces

The student is introduced to control of patient anxiety and pain; commonly used drugs in the dental office including topical anesthetics, constrictors; the anesthetic syringe and nitrous oxide. The student then demonstrates and practices application of topical anesthetics, assembling and loading syringes and the administration of nitrous oxide. The student is introduced to accessory and restorative instruments and practices passing these instruments.

**Module Twelve:** Dental Instruments, Handpieces, and Dental Burs

This module introduces low (slow) speed rotary instruments, the use of the high speed handpiece, the laboratory handpiece and diamond burs. The clinical experience provides opportunity to assist with nitrous oxide, disassembling and assembling low (slow) speed handpieces and placing burs in low (slow) and high speed handpieces.

**Module Thirteen:** The Job Search

This module emphasis the job search, the resume, job application and interview. In addition to tips and coaching, students will complete a resume for instructor review and practice interviewing skills.

**Module Fourteen:** Radiology

Module Fourteen begins a four module set on Radiology. This module introduces the student to types of radiation, its hazards and protection, the x-ray machine, and quality of radiographic images. The clinical experiences include learning to use operator and patient protection.

**Module Fifteen:** Radiology

Module Fifteen continues with clinical experiences in use of radiology equipment, instruments and protective gear. The student will also practice determining basic quality of x-ray images.

**Module Sixteen:** Radiographic Techniques and Film Processing

The student is introduced to types of radiographs; film packets, sizes, and care; infection control in radiography; the paralleling technique (RINN); the full mouth, bitewing and periapical radiographs; and film processing.

**Module Seventeen:** Radiographic Technique and Film Processing

The clinical experiences include practicing the RINN technique; taking x-rays--full mouth, bitewings, and periapical; and developing x-rays.

**Module Eighteen:** Preventative Care, Coronal Polishing, Tooth Stains, Sealants, and Restorative Dentistry. Chapters 17, 18, 20.

The student is introduced to preventative care such as brushing, flossing, disclosing tablets, fluoride and how to properly educate patients about tooth care. The student then learns about coronal polishing and sealants, amalgam, composite resin material, etching systems, dental cements and other important restorative materials. The clinical experiences emphasize practice in use of preventative care, assisting in polishing, and in the use of sealants, plus handling and mixing restorative materials.

**Module Nineteen:** Restorative Procedures, Impression Materials, Laboratory, and Prosthodontics Chapters 21, 22, 23.

This module contains the student's learning in restorative procedures and equipment, taking impressions and making diagnostic casts, materials used, finishing techniques, crown and bridge preparation, removable prosthodontics, and partial and complete dentures. Clinical experiences regarding these procedures and materials are included.

**Module Twenty:** Specialized Dentistry: Periodontics, Endodontics, Oral and Maxillary Surgery, Pediatric Dentistry and Orthodontics.

Students are introduced to the various dental specialties with emphasis on the procedures most commonly used by general dentists.

**Module Twenty One thru Twenty Four:** Academic Review and Academic Examination

These four modules continue curriculum with academic review of important material and skill building in clinical experience. The emphasis is on practicing skills taught in Modules One thru Twenty. Module Twenty Four includes a final review for the course final examination and the academic portion of the final examination.

**Module Twenty Five and Twenty Six:** Clinical Examination

The two modules of time encompass the individual student's final clinical examination which will be to executed and evaluated one-on-one with an instructor. Students will be assigned individual times for clinical examination during this thirteenth (13<sup>th</sup>) day of class.

**Module Twenty Seven and Twenty Eight:** Remediation

Modules Twenty Seven and Twenty Eight are reserved for students needing remediation on no more than thirty percent (30%) of academic and clinical course content.

**Module Twenty Nine and Thirty: Academic and Clinical Retesting**

Modules Twenty Nine and Thirty are reserved for any individualized academic retesting required (30% or less of the competencies) and individual repetition of the clinical examination, if required.

**Graduation and Receipt of Certificate of Course Completion:**

This graduation ceremony will be scheduled for the fifteenth calendar day. Students who successfully complete Modules One (1) through Twenty Six (26) on day thirteen will be issued a letter stating that they have satisfactorily completed the course of study and will be presented a Certificate of Completion on the date of the graduation exercises.

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