

## Washtenaw Community College Comprehensive Report

### DEN 230 Alternative Dental Assisting Education Project Effective Term: Spring/Summer 2025

#### Course Cover

**College:** Health Sciences

**Division:** Health Sciences

**Department:** Allied Health

**Discipline:** Dental Assisting

**Course Number:** 230

**Org Number:** 15100

**Full Course Title:** Alternative Dental Assisting Education Project

**Transcript Title:** Alt Dental Asst Educ Proj

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:** Three Year Review / Assessment Report

**Change Information:**

#### **Objectives/Evaluation**

**Rationale:** Change wording to reflect LMS tool changes (Journals are no longer a tool) and changes outlined in course assessment.

**Proposed Start Semester:** Winter 2025

**Course Description:** In this course, students will reflect on/demonstrate the clinical, laboratory and radiographic skills necessary to be a professional dental assistant and an integral member of the dental health team. This course is designed specifically for the on-the-job trained dental assistant who has been admitted to the Dental Assisting Program with advanced standing after successfully passing all three portions of the Dental Assistant National Board (DANB) Certified Dental Assistant (CDA) Examination. Students will review current office policies/procedures and make suggestions based on best practices.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 9

**Lecture Hours: Instructor: 30 Student: 30**

**Lab: Instructor: 15 Student: 15**

**Clinical: Instructor: 90 Student: 360**

**Total Contact Hours: Instructor: 135 Student: 405**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

No Level Required

## **Requisites**

### **Prerequisite**

Admission to Dental Assisting program - Pathway II students

## **General Education**

## **Request Course Transfer**

### **Proposed For:**

## **Student Learning Outcomes**

1. Demonstrate skills in the following areas: Clinical, Laboratory, Radiography.

### **Assessment 1**

Assessment Tool: Clinical evaluation form

Assessment Date: Spring/Summer 2028

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of students will score 85% or higher.

Who will score and analyze the data: Departmental faculty

2. Reflect on the ethical and legal requirements of a licensed dental assistant.

### **Assessment 1**

Assessment Tool: Outcome-related written assignments

Assessment Date: Spring/Summer 2028

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 85% of students will score 80% or higher.

Who will score and analyze the data: Departmental faculty

3. Evaluate office policies/procedures to align with best practices.

### **Assessment 1**

Assessment Tool: Outcome-related written assignment

Assessment Date: Spring/Summer 2028

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of the students will score 85% or higher.

Who will score and analyze the data: Departmental faculty

## **Course Objectives**

1. Perform aseptic technique according to Occupational Safety and Health Administration (OSHA) and Center for Disease Control (CDC) guidelines.
2. Practice four-handed dentistry.
3. Produce and evaluate diagnostically acceptable dental images.
4. Produce clinically acceptable custom-made trays.
5. Produce a career plan.
6. Evaluate a letter of application and resume.

7. Review literature and reflect on clinical experience with regards to the following topics: Ergonomics, Ethics, Nutrition, Pharmacology, Oral Pathology, and Dental Specialties.
8. Analyze office policies to align with current CDC guidelines.
9. Recognize inadequacies of current office policies and procedures.
10. Propose changes to address issues in current office policies and procedures.
11. Demonstrate professional communication skills as necessary when working with patients and other dental professionals.
12. Evaluate professional behaviors.
13. Compare general vs. specialty practices.
14. Participate in active discussions regarding products and procedures from clinical experiences.
15. Explore lifelong learning opportunities within dentistry.
16. Explore community service opportunities within dentistry.
17. Explore networking and professional involvement opportunities within dentistry.
18. Outline licensing and credentialing requirements for the (Registered Dental Assistant) RDA.

## New Resources for Course

### Course Textbooks/Resources

#### Textbooks

Eakle, W. *Dental Materials: Clinical Applications for Dental Assistants and Dental Hygienists*, 4th ed. Elsevier, 2021

Bird and Robinson. *Modern Dental Assisting*, 14th ed. Mosby, 2024

#### Manuals

#### Periodicals

#### Software

### Equipment/Facilities

Level III classroom

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Kristina Sprague</i>	<i>Faculty Preparer</i>	<i>Aug 28, 2024</i>
<b>Department Chair/Area Director:</b> <i>Kristina Sprague</i>	<i>Recommend Approval</i>	<i>Aug 28, 2024</i>
<b>Dean:</b> <i>Shari Lambert</i>	<i>Recommend Approval</i>	<i>Aug 30, 2024</i>
<b>Curriculum Committee Chair:</b> <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Apr 24, 2025</i>
<b>Assessment Committee Chair:</b> <i>Jessica Hale</i>	<i>Recommend Approval</i>	<i>Apr 26, 2025</i>
<b>Vice President for Instruction:</b> <i>Brandon Tucker</i>	<i>Approve</i>	<i>Apr 28, 2025</i>

## Washtenaw Community College Comprehensive Report

### DEN 230 Alternative Dental Assisting Education Project Effective Term: Fall 2023

#### Course Cover

**College:** Health Sciences

**Division:** Health Sciences

**Department:** Allied Health

**Discipline:** Dental Assisting

**Course Number:** 230

**Org Number:** 15100

**Full Course Title:** Alternative Dental Assisting Education Project

**Transcript Title:** Alt Dental Asst Educ Proj

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:**

**Change Information:**

Course description

Total Contact Hours

Distribution of contact hours

Outcomes/Assessment

Objectives/Evaluation

**Rationale:** Update objectives to better reflect assignments in the course.

**Proposed Start Semester:** Fall 2023

**Course Description:** In this course, the student will reflect on/demonstrate the clinical, laboratory and radiographic skills necessary to be a professional dental assistant and an integral member of the dental health team. This course is designed specifically for the on-the-job trained dental assistant who has been admitted to the Dental Assisting Program with advanced standing after successfully passing all three portions of the Dental Assistant National Board (DANB) Certified Dental Assistant (CDA) Examination. Students will review current office policies/procedures and make suggestions based on best practices.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 9

**Lecture Hours: Instructor:** 30 **Student:** 30

**Lab: Instructor:** 15 **Student:** 15

**Clinical: Instructor:** 90 **Student:** 360

**Total Contact Hours: Instructor:** 135 **Student:** 405

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

No Level Required

## **Requisites**

### **Prerequisite**

Admission to Dental Assisting program - Pathway II students

## **General Education**

## **Request Course Transfer**

### **Proposed For:**

## **Student Learning Outcomes**

1. Demonstrate skills in the following areas: Clinical, Laboratory, Radiography.

### **Assessment 1**

Assessment Tool: Clinical evaluation form

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Clinical evaluations are rated with numerical scores. Scores are added to obtain a total.

Standard of success to be used for this assessment: 90% or more of students will score at 85% or higher.

Who will score and analyze the data: Departmental faculty

2. Develop a portfolio that is a reflection of a professional member of the dental health team.

### **Assessment 1**

Assessment Tool: Portfolio

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% or more of students will score at 85% or higher.

Who will score and analyze the data: Departmental faculty

3. Evaluate office policies/procedures and align with best practices.

### **Assessment 1**

Assessment Tool: Discussion boards and journals

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of the students will score 85% or higher.

Who will score and analyze the data: Departmental faculty

## **Course Objectives**

1. Perform aseptic technique according to Occupational Safety and Health Administration (OSHA) and Center for Disease Control (CDC) guidelines.
2. Practice four-handed dentistry.
3. Produce and evaluate diagnostically acceptable dental images.

4. Produce clinically acceptable custom made trays.
5. Produce a professional portfolio.
6. Evaluate a letter of application and resume.
7. Validate exposure to literature or clinical experience with regards to the following topics: Ethics, Pharmacology, Oral Pathology, Dental Specialties.
8. Analyze office policies and align with current CDC guidelines.
9. Recognize inadequacies of current office policies and procedures and propose changes.
10. Demonstrate professional communication skills as necessary when working with patients and other dental professionals.
11. Evaluate professional behaviors through student journals.
12. Compare and contrast general vs. specialty practices.
13. Participate in active discussions regarding products and procedures from clinical experiences.
14. Explore lifelong learning opportunities within dentistry.
15. Explore community service opportunities within dentistry.

## New Resources for Course

### Course Textbooks/Resources

#### Textbooks

Eakle, W. *Dental Materials: Clinical Applications for Dental Assistants and Dental Hygienists*, 4th ed. Elsevier, 2020

Bird and Robinson. *Modern Dental Assisting*, 13th ed. Mosby, 2021

#### Manuals

#### Periodicals

#### Software

### Equipment/Facilities

Level III classroom

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Kristina Sprague</i>	<i>Faculty Preparer</i>	<i>Nov 03, 2022</i>
<b>Department Chair/Area Director:</b> <i>Kristina Sprague</i>	<i>Recommend Approval</i>	<i>Nov 03, 2022</i>
<b>Dean:</b> <i>Shari Lambert</i>	<i>Recommend Approval</i>	<i>Nov 28, 2022</i>
<b>Curriculum Committee Chair:</b> <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Feb 24, 2023</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Feb 24, 2023</i>
<b>Vice President for Instruction:</b> <i>Victor Vega</i>	<i>Approve</i>	<i>Feb 27, 2023</i>

## Washtenaw Community College Comprehensive Report

### DEN 230 Alternative Dental Assisting Education Project Effective Term: Fall 2019

#### Course Cover

**Division:** Health Sciences

**Department:** Allied Health

**Discipline:** Dental Assisting

**Course Number:** 230

**Org Number:** 15100

**Full Course Title:** Alternative Dental Assisting Education Project

**Transcript Title:** Alt Dental Asst Educ Proj

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:**

**Change Information:**

**Course description**

**Outcomes/Assessment**

**Objectives/Evaluation**

**Rationale:** With a change in the second outcome statement, the faculty will be able to better assess whether the student understands what it is to be a professional dental assistant and how to maintain their RDA license.

**Proposed Start Semester:** Winter 2019

**Course Description:** In this course, the student will reflect/demonstrate the clinical, laboratory and radiographic skills necessary to be a professional dental assistant and an integral member of the dental health team. This course is designed specifically for the on-the-job trained dental assistant who has been admitted to the Dental Assisting Program with advanced standing after successfully passing all three portions of the Dental Assistant National Board (DANB) Certified Dental Assistant (CDA) Examination. Students will review current office policies/procedures and make suggestions based on best practices.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 9

**Lecture Hours: Instructor:** 30 **Student:** 30

**Lab: Instructor:** 15 **Student:** 15

**Clinical: Instructor:** 360 **Student:** 360

**Total Contact Hours: Instructor:** 405 **Student:** 405

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

No Level Required

#### Requisites

**Prerequisite**

Admission to Dental Assisting program - Pathway II students

**General Education****Request Course Transfer**

**Proposed For:**

**Student Learning Outcomes**

1. Demonstrate skills in the following areas: Clinical, Laboratory, Radiography.

**Assessment 1**

Assessment Tool: Clinical Evaluation Form

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmental rubric

Standard of success to be used for this assessment: 90% of students will score 85% or higher

Who will score and analyze the data: Course instructors

2. Develop a portfolio that is a reflection of a professional member of the dental health team.

**Assessment 1**

Assessment Tool: Portfolio

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of students will score 85% or higher

Who will score and analyze the data: Course instructors

3. Evaluate office policies/procedures and align with best practices.

**Assessment 1**

Assessment Tool: Discussion boards and journals

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of the students will score 85% or higher

Who will score and analyze the data: Course instructors

**Course Objectives**

1. Perform aseptic technique according to OSHA and CDC guidelines.
2. Practice four-handed dentistry.
3. Produce diagnostically acceptable dental radiographs.
4. Produce clinically acceptable custom made trays.
5. Produce a professional portfolio.
6. Validate exposure to literature or clinical experience with regards to the following topics: Ethics, Pharmacology, Oral Pathology, Dental Specialties.
7. Analyze office policies and align with current CDC guidelines.
8. Recognize inadequacies of current office policies and procedures and propose changes.



9. Demonstrate professional communication skills as necessary when working with patients and other dental professionals.
10. Evaluate professional behaviors through student journals.
11. Compare and contrast general vs. specialty practices.
12. Participate in active discussions regarding products and procedures from clinical experiences.
13. Explore lifelong learning opportunities within dentistry.
14. Explore community service opportunities within dentistry.
15. Evaluate clinical and business office software used in office of employment.

## New Resources for Course

### Course Textbooks/Resources

#### Textbooks

Bird and Robinson. *Modern Dental Assisting*, ed. Mosby, 2017

Hatrick. *Dental Materials: Clinical Applications for Dental Assistants and Dental Hygienists*, ed. Elsevier, 2016

#### Manuals

#### Periodicals

#### Software

### Equipment/Facilities

Level III classroom

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Kristina Sprague</i>	<i>Faculty Preparer</i>	<i>Jul 06, 2015</i>
<b>Department Chair/Area Director:</b> <i>Kristina Sprague</i>	<i>Recommend Approval</i>	<i>Dec 06, 2018</i>
<b>Dean:</b> <i>Valerie Greaves</i>	<i>Recommend Approval</i>	<i>Jan 01, 2019</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Feb 20, 2019</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Feb 22, 2019</i>
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Feb 25, 2019</i>

## Washtenaw Community College Comprehensive Report

### DEN 230 Alternative Dental Assisting Education Project Effective Term: Fall 2023

#### Course Cover

**College:** Health Sciences

**Division:** Health Sciences

**Department:** Allied Health

**Discipline:** Dental Assisting

**Course Number:** 230

**Org Number:** 15100

**Full Course Title:** Alternative Dental Assisting Education Project

**Transcript Title:** Alt Dental Asst Educ Proj

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:**

**Change Information:**

**Course description**

**Total Contact Hours**

**Distribution of contact hours**

**Outcomes/Assessment**

**Objectives/Evaluation**

**Rationale:** Update objectives to better reflect assignments in the course.

**Proposed Start Semester:** Fall 2023

**Course Description:** In this course, the student will reflect on/demonstrate the clinical, laboratory and radiographic skills necessary to be a professional dental assistant and an integral member of the dental health team. This course is designed specifically for the on-the-job trained dental assistant who has been admitted to the Dental Assisting Program with advanced standing after successfully passing all three portions of the Dental Assistant National Board (DANB) Certified Dental Assistant (CDA) Examination. Students will review current office policies/procedures and make suggestions based on best practices.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 9

**Lecture Hours: Instructor: 30 Student: 30**

**Lab: Instructor: 15 Student: 15**

**Clinical: Instructor: 90 Student: 360**

**Total Contact Hours: Instructor: 135 Student: 405**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

No Level Required

## **Requisites**

### **Prerequisite**

Admission to Dental Assisting program - Pathway II students

## **General Education**

## **Request Course Transfer**

### **Proposed For:**

## **Student Learning Outcomes**

1. Demonstrate skills in the following areas: Clinical, Laboratory, Radiography.

### **Assessment 1**

Assessment Tool: Clinical evaluation form

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Clinical evaluations are rated with numerical scores. Scores are added to obtain a total.

Standard of success to be used for this assessment: 90% or more of students will score at 85% or higher.

Who will score and analyze the data: Departmental faculty

2. Develop a portfolio that is a reflection of a professional member of the dental health team.

### **Assessment 1**

Assessment Tool: Portfolio

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% or more of students will score at 85% or higher.

Who will score and analyze the data: Departmental faculty

3. Evaluate office policies/procedures and align with best practices.

### **Assessment 1**

Assessment Tool: Discussion boards and journals

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of the students will score 85% or higher.

Who will score and analyze the data: Departmental faculty

## **Course Objectives**

1. Perform aseptic technique according to Occupational Safety and Health Administration (OSHA) and Center for Disease Control (CDC) guidelines.
2. Practice four-handed dentistry.
3. Produce and evaluate diagnostically acceptable dental images.

4. Produce clinically acceptable custom made trays.
5. Produce a professional portfolio.
6. Evaluate a letter of application and resume.
7. Validate exposure to literature or clinical experience with regards to the following topics: Ethics, Pharmacology, Oral Pathology, Dental Specialties.
8. Analyze office policies and align with current CDC guidelines.
9. Recognize inadequacies of current office policies and procedures and propose changes.
10. Demonstrate professional communication skills as necessary when working with patients and other dental professionals.
11. Evaluate professional behaviors through student journals.
12. Compare and contrast general vs. specialty practices.
13. Participate in active discussions regarding products and procedures from clinical experiences.
14. Explore lifelong learning opportunities within dentistry.
15. Explore community service opportunities within dentistry.

## New Resources for Course

### Course Textbooks/Resources

#### Textbooks

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Bird and Robinson. *Modern Dental Assisting*, 13th ed. Mosby, 2021

#### Manuals

#### Periodicals

#### Software

### Equipment/Facilities

Level III classroom

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Kristina Sprague</i>	<i>Faculty Preparer</i>	<i>Nov 03, 2022</i>
<b>Department Chair/Area Director:</b> <i>Kristina Sprague</i>	<i>Recommend Approval</i>	<i>Nov 03, 2022</i>
<b>Dean:</b> <i>Shari Lambert</i>	<i>Recommend Approval</i>	<i>Nov 28, 2022</i>
<b>Curriculum Committee Chair:</b> <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Feb 24, 2023</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Feb 24, 2023</i>
<b>Vice President for Instruction:</b> <i>Victor Vega</i>	<i>Approve</i>	<i>Feb 27, 2023</i>

## Washtenaw Community College Comprehensive Report

### DEN 230 Alternative Dental Assisting Education Project Effective Term: Fall 2019

#### Course Cover

**Division:** Health Sciences

**Department:** Allied Health

**Discipline:** Dental Assisting

**Course Number:** 230

**Org Number:** 15100

**Full Course Title:** Alternative Dental Assisting Education Project

**Transcript Title:** Alt Dental Asst Educ Proj

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:**

**Change Information:**

**Course description**

**Outcomes/Assessment**

**Objectives/Evaluation**

**Rationale:** With a change in the second outcome statement, the faculty will be able to better assess whether the student understands what it is to be a professional dental assistant and how to maintain their RDA license.

**Proposed Start Semester:** Winter 2019

**Course Description:** In this course, the student will reflect/demonstrate the clinical, laboratory and radiographic skills necessary to be a professional dental assistant and an integral member of the dental health team. This course is designed specifically for the on-the-job trained dental assistant who has been admitted to the Dental Assisting Program with advanced standing after successfully passing all three portions of the Dental Assistant National Board (DANB) Certified Dental Assistant (CDA) Examination. Students will review current office policies/procedures and make suggestions based on best practices.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 9

**Lecture Hours: Instructor:** 30 **Student:** 30

**Lab: Instructor:** 15 **Student:** 15

**Clinical: Instructor:** 360 **Student:** 360

**Total Contact Hours: Instructor:** 405 **Student:** 405

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

No Level Required

#### Requisites

**Prerequisite**

Admission to Dental Assisting program - Pathway II students

**General Education****Request Course Transfer**

**Proposed For:**

**Student Learning Outcomes**

1. Demonstrate skills in the following areas: Clinical, Laboratory, Radiography.

**Assessment 1**

Assessment Tool: Clinical Evaluation Form

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmental rubric

Standard of success to be used for this assessment: 90% of students will score 85% or higher

Who will score and analyze the data: Course instructors

2. Develop a portfolio that is a reflection of a professional member of the dental health team.

**Assessment 1**

Assessment Tool: Portfolio

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of students will score 85% or higher

Who will score and analyze the data: Course instructors

3. Evaluate office policies/procedures and align with best practices.

**Assessment 1**

Assessment Tool: Discussion boards and journals

Assessment Date: Fall 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 90% of the students will score 85% or higher

Who will score and analyze the data: Course instructors

**Course Objectives**

1. Perform aseptic technique according to OSHA and CDC guidelines.
2. Practice four-handed dentistry.
3. Produce diagnostically acceptable dental radiographs.
4. Produce clinically acceptable custom made trays.
5. Produce a professional portfolio.
6. Validate exposure to literature or clinical experience with regards to the following topics: Ethics, Pharmacology, Oral Pathology, Dental Specialties.
7. Analyze office policies and align with current CDC guidelines.
8. Recognize inadequacies of current office policies and procedures and propose changes.

9. Demonstrate professional communication skills as necessary when working with patients and other dental professionals.
10. Evaluate professional behaviors through student journals.
11. Compare and contrast general vs. specialty practices.
12. Participate in active discussions regarding products and procedures from clinical experiences.
13. Explore lifelong learning opportunities within dentistry.
14. Explore community service opportunities within dentistry.
15. Evaluate clinical and business office software used in office of employment.

## New Resources for Course

### Course Textbooks/Resources

#### Textbooks

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Hatrick. *Dental Materials: Clinical Applications for Dental Assistants and Dental Hygienists*, ed. Elsevier, 2016

#### Manuals

#### Periodicals

#### Software

### Equipment/Facilities

Level III classroom

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Kristina Sprague</i>	<i>Faculty Preparer</i>	<i>Jul 06, 2015</i>
<b>Department Chair/Area Director:</b> <i>Kristina Sprague</i>	<i>Recommend Approval</i>	<i>Dec 06, 2018</i>
<b>Dean:</b> <i>Valerie Greaves</i>	<i>Recommend Approval</i>	<i>Jan 01, 2019</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Feb 20, 2019</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Feb 22, 2019</i>
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Feb 25, 2019</i>