



# Clinical Dental Assisting Procedures – DENT 154

## Certified Dental Assisting Program

### Course Outline

COURSE IMPLEMENTATION DATE: Pre 1998  
OUTLINE EFFECTIVE DATE: September 2023  
COURSE OUTLINE REVIEW DATE: April 2028

#### GENERAL COURSE DESCRIPTION:

Section 1 of Clinical Dental Assisting Procedures concentrates on the practical objectives you have learned about in DENT 100 through DENT 142 as well as the course learning outcomes. Your time is spent in demonstration, practice and evaluation of these skills under the direct supervision of a licensed instructor.

Prerequisite requirements for Section 2: completion of Section 1 of this course is required for Work Experience 1 (DENT PRAC 1).

Section 2 concentrates on the practical elements of Certified Dental Assisting (CDA) that you have learned about in DENT 141 and DENT 143. This is your opportunity to apply the theory and knowledge you gained at chairside into actual practice as the operator under the direct supervision of a licensed instructor.

You need to master these skills in order to be eligible to become a CDA. Completion of Section 2 of this course is required for Work Experience 2 (DENT PRAC 2).

**Program Information:** This course is required for successful completion of the Certified Dental Assisting program.

**Delivery:** This course is delivered face to face.

**COTR Credits:** 6

**Hours for this course:** 559

#### Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	
Seminars / Tutorials	
Laboratory / Clinic Hours	559*
Practicum / Field Experience Hours	
Other Contact Hours	
<b>Total</b>	559

\* this total represents all clinical hours as reflected on individual course outlines

#### Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-job Experience	N/A
Formal Work Experience	N/A
Other	N/A
<b>Total</b>	

**Course Outline Author or Contact:**

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CDA Program Coordinator

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Signature

**APPROVAL SIGNATURES:**

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Department Head Signature

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EDCO

Valid from: September 2023 – April 2028

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Education Council Approval Date

**COURSE PREREQUISITES AND TRANSFER CREDIT:**

- Prerequisites:**
- (1) DENT 154 – Section 1 – enrolled in DENT 100, 130, 131, 132, 133, 134, 135, 136, 137, 140, 142
  - (2) DENT 154 – Section 2 –successful completion of DENT 100, 130, 131, 132, 133, 134, 135, 136, 137, 140 and 142, DENT Prac 1  
Enrolled in DENT 141 and 143

**Corequisites:** None

**Flexible Assessment (FA):**

Credit can be awarded for this course through FA

Yes  No

**Transfer Credit:** For transfer information within British Columbia, Alberta and other institutions, please visit <http://www.cotr.bc.ca/Transfer>.

Students should also contact an academic advisor at the institution where they want transfer credit.

**Prior Course Number:** N/A

## Textbooks and Required Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Elsevier Saunders (Bird and Robinson, *Modern Dental Assisting*, 13<sup>th</sup> Edition,  
ISBN 978-0-323-62485-5

Elsevier Saunders (Boyd), *Dental Instruments: A Pocket Guide*, 7<sup>th</sup> Edition,  
ISBN 978-0-323-62743-6

DENT 154 Module

*Please see the instructor's syllabus or check COTR's online text calculator  
<https://textbook.cotr.bc.ca/> for a complete list of the currently required textbooks.*

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## LEARNING OUTCOMES:

Upon the successful completion of this course, students will be able to practice and perform a range of clinical skills corresponding to DENT 130 - 143 course outlines.

Clinical skills applicable to assisting are listed on the following course outlines under the **Clinical** section:

- DENT 130      Dental Professionalism;
  - DENT 131      Basic Dental Assisting;
  - DENT 132      Patient Assessment;
  - DENT 133      Dental Office Emergencies;
  - DENT 134      Preventive Dentistry;
  - DENT 135      Dental Radiography;
  - DENT 136      Restorative Assisting;
  - DENT 137      Laboratory Procedures;
  - DENT 140      Dental Specialties;
  - DENT 142      Dental Reception; and
  - DENT 143      Patient Care Procedures.
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## COURSE TOPICS:

### Section 1

- Control Infection by Disinfection
- Control Infection by Sterilization
- Identification and Operation of Dental Operatory and Equipment
- Position Patient and Dental Team
- Apply Patient Management Skills
- Assemble Armamentarium
- Transfer Armamentarium
- Maintain the Operating Field
- Apply Interviewing Skills

- Obtain Health History
- Obtain Vital Signs
- Apply Principles of Instrument Use
- Observe Soft Tissues
- Observe Dentition
- Observe Periodontium
- Observe Occlusion
- Record Data
- Manage Emergency Situations (has been incorporated with Restorative Procedures)
- Promote Safety in Dentistry (has been incorporated into all pertinent clinical evaluation forms)
- Individualize Patient Care
- Apply Topical Fluoride
- Teach Oral Self-Care
- Expose Dental Radiographs
- Process Dental Radiographs
- Assist with Pain Control
- Apply Topical Anesthetic Agents
- Maintain and Operate Handpieces
- Maintain Oral Evaluation Systems
- Isolate the Operating Field (Cotton Products)
- Assemble Armamentarium for Operative Procedures
- Assemble Armamentarium for Fixed Prosthodontics Procedures
- Assist with Operative Procedures
- Isolate the Operating Field (Dental Dam)
- Assist with Fixed Prosthodontic Procedures
- Assist with Removable Prosthodontic Procedures (for reference only)
- Pour Study Models
- Process Study Casts
- Fabricate Custom Trays
- Polish Dentures (Mouth Guards)
- Assemble Armamentarium for Endodontic Procedures
- Assist with Endodontic Procedure
- Assemble Armamentarium for Periodontal Procedures (for reference only)
- Assist with Periodontal Procedures (for reference only)
- Assemble Armamentarium for Surgical Procedure (Simple/complex)
- Assist with Surgical Procedures (Simple/complex)
- Assemble Armamentarium for Orthodontic Procedures (for reference only)
- Assist with Orthodontic Procedure (for reference only)
- Assist with Pediatric Dentistry (for reference only)
- Apply Telephone Techniques
- Control Appointments
- Manage Recall System
- Control Patient Accounts
- Process Dental Claims
- Maintain Financial Records
- Maintain Filing System
- Manage Written Communication

## Section 2

- Test Pulp Vitality
- Take Diagnostic Alginate Impressions
- Acid Etch Prepared Cavities
- Place and Remove Matrices and Wedges
- Polish Clinical Crowns
- Apply and Adjust Pit and Fissure Sealants
- Apply Desensitizing Agents
- Apply Primer and Bond to the Cavity Preparation
- Remove Sutures
- Remove Periodontal Dressings
- Remove Retraction Cord
- Place Liners in Teeth Without Pulpal Involvement
- Fabricate Custom Whitening Tray
- Fabricate Custom Mouth Guard
- Clean Removable Appliances
- Fabricate a Single-Unit Provisional Crown Using an Alginate Matrix

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### EVALUATION AND ASSESSMENT:

Evaluation and Assessment	
Clinical performance for all skills will be assessed using the following performance categories:	
S =	Safe, professional performance following established criteria.
U =	Unacceptable performance. Is not yet competent or safe to perform skills without further practice and/or instruction. Does not meet minimum criteria.

**CLINICAL EVALUATION:** Please see *DENT 154 Clinical Dental Assisting Procedures: Components of the Evaluation and Assessment System* for more information.

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### EXAM POLICY:

\* Attendance is mandatory for all scheduled clinical activities.

Individual instructors may accommodate for illness or personal crisis. Additional accommodation will not be made unless a written request is sent to and approved by the appropriate Department Head prior to the scheduled clinical sessions.

You must provide a medical certificate or other supporting documentation; unexcused absences during clinical evaluations will result in an unsatisfactory grade.

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**COURSE GRADE:**

Course grades are assigned as follows:

<b>COM</b>	Completed to defined standard
<b>NCG</b>	No Credit Granted

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**ACADEMIC POLICIES:**

See [www.cotr.bc.ca/policies](http://www.cotr.bc.ca/policies) for general college policies related to course activities, including grade appeals, cheating and plagiarism.

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**COURSE CHANGES:**

Information contained in course outlines is correct at the time of publication. Content of the courses is revised on an ongoing basis to ensure relevance to changing educational, employment and marketing needs. The instructor will endeavour to provide notice of changes to students as soon as possible. The instructor reserves the right to add or delete material from courses.