



## Basic Dental Assisting – DENT 131 Certified Dental Assisting Program

### Course Outline

COURSE IMPLEMENTATION DATE: Pre 1998  
OUTLINE EFFECTIVE DATE: September 2019  
COURSE OUTLINE REVIEW DATE: April 2024

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#### GENERAL COURSE DESCRIPTION:

This course covers the maintenance and management of the dental operatory equipment, safe handling and transferring of dental instruments, and methods used for safely assisting during the dental procedures.

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

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

**COTR Credits:** 2

**Hours for this course:** 12

#### Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	12
Seminars / Tutorials	
Laboratory / Clinical Hours	
Practicum / Field Experience Hours	
Other Contact Hours	
<b>Total</b>	12

#### 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:**

Marla Jones, BA, CDA, PID  
CDA Program Coordinator

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Signature

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**APPROVAL SIGNATURES:**

Department Head  
Sandi Hill  
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Department Head Signature

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Dean Signature

EDCO

Valid from: September 2019 – April 2024

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Education Council Approval Date

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**COURSE PREREQUISITES AND TRANSFER CREDIT:**

**Prerequisites:** None

**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

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## 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*, 12<sup>th</sup> Edition,  
ISBN 978-0-323-43030-2

Elsevier Saunders (Boyd), *Dental Instruments: A Pocket Guide*, 6<sup>th</sup> Edition,  
ISBN 978-0-323-47505-4

DENT 131 Module

*Please see the instructor's syllabus or check COTR's online text calculator*

*<http://go.cotr.bc.ca/tuition/tCalc.asp> 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

- effectively use and maintain all basic and operator dental equipment;
  - demonstrate the use and manipulation of dental equipment utilized in clinical procedures; and
  - describe the general dental assisting support procedures that provide effective and efficient patient care.
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## COURSE TOPICS:

- Identify and Operate Dental Operator and Equipment
  - Introduction to Clinical Practice
  - Chairside Support
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## EVALUATION AND ASSESSMENT:

Assignments	% Of Total Grade
Quizzes, Worksheets, and Assignments	30%
Case Study	25%
Final Exams - Units 1, 2, 3	<u>45%</u>
Total	100%

*Please see the CDA Program Student Handbook for specific policies related to this course.*

**Clinical:** In order to receive credit for this course, all Practical Objectives must be successfully completed

Practical Objectives:      Operatory and Equipment Maintenance  
   Position Patient and Dental Team  
   Apply Patient Management Skills  
   Maintain Operating Field  
   Assemble Armamentarium  
   Transfer Armamentarium

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**EXAM POLICY:**

Students must attend all required scheduled exams that make up a final grade at the appointed time and place.

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 exam.

Any student who misses a scheduled exam without approval will be given a grade of "0" for the exam.

Note: The program's rewrite policy is described in detail in the CDA Program Student Handbook.

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**COURSE GRADE:**

Course grades are assigned as follows:

Grade	A+	A	A-	B+	B	B-	F
Mark (Percent)	≥ 95	94-90	89-85	84-80	79-75	74-70	< 70

Students must achieve a minimum of 70% on all final examinations and an overall grade of 70% to pass this course.

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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.