



**DHYG 234 Clinical Dental Hygiene III section name section credit hours**  
**Credits**  
**Syllabus**

## Course Information

**Meeting times and location:** section meeting\_times section location

**Catalog description:** A continuation of clinical skills, patient assessments, treatment and appointment scheduling, preventive techniques and application of dental hygiene procedures at the intermediate to advanced level. Work-based instruction that helps students synthesize new knowledge, apply previous knowledge or gain experience managing the workflow. Practical experience is simultaneously related to theory. Direct supervision is provided by the clinical faculty.

**Prerequisites:** DHYG-221 and DHYG-225 Take DHYG-229, DHYG-233, DHYG-235 and DHYG-237

**Terms offered:** Fall Only

**Section-specific Course Description:**

## Course Level Objectives

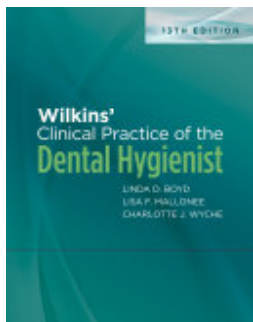
Upon successful completion of the course, the student will be able to...

1. Communicate patients' awareness of relationship between systemic and oral health
2. Refer patients who may have a physiologic, psychological, and/or social problem for comprehensive patient evaluation.
3. Communicate effectively with peers, patients, faculty and other health care providers
4. Demonstrate critical thinking, problem solving and ethical decision-making skills
5. Demonstrate effective team partnerships
6. Demonstrate critical thinking, problem solving and ethical decision-making skills within front office management to include; patient scheduling, patient billing, fee

collection and deposits and data entry.

7. Develop collaborative treatment modalities with professor, patient, dentist and other health professionals
8. Demonstrate self-assessment each clinic session through daily clinical evaluation
9. Select and use appropriate indices and assessments for initial, outcomes/ re-evaluation and health maintenance visits; i.e.: general health evaluation, intra-oral and extra-oral assessment, periodontal and dental evaluation, radiographic evaluation, functional occlusion, and vitality testing\*\*.
10. Evaluate the needs of patients, analyze the impact of assessment findings on treatment and prognosis and develop treatment plans and case presentations that recognize and incorporate the complexity of all patient needs
11. Provide individualized treatment, education and patient care i.e.: debridement, root planing, margination, polishing restorations, antimicrobial therapy, sealants, desensitization, referral for general or oral health concerns, pain and anxiety control, education, patient skill enhancement, appliance care.
12. Provide individualized dental hygiene services to promote patient health on a variety of patients including children, adults, elderly, special needs, low income, edentulous/partially edentulous, home-bound, bedridden and dependent.
13. Evaluate effectiveness of the implemented clinical, preventive and educational services and modify as needed.
14. Increase production while maintaining quality

## Required Texts and/or Materials



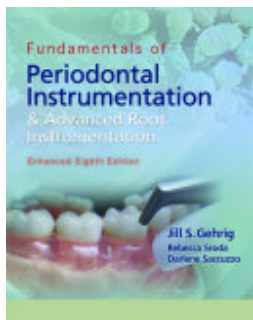
### **Wilkins' Clinical Practice of the Dental Hygienist**

9781284217803

Linda D. Boyd, Lisa F. Mallonee, Charlotte J. Wyche, Jane F. Halaris

Jones & Bartlett Learning

2020-01-22



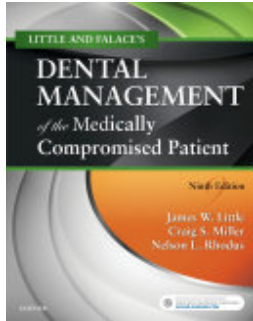
### **Fundamentals of Periodontal Instrumentation and Advanced Root Instrumentation, Enhanced Edition**

9781284224597

Jill S. Gehrig, Rebecca Sroda, Darlene Saccuzzo

Jones & Bartlett Learning

2020-05-11



## **Dental Management of the Medically Compromised Patient - E-Book**

9780323443951

James W. Little, Donald Falace, Craig Miller, Nelson L. Rhodus  
Elsevier Health Sciences

2017-08-08

## Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

## Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For tickets and password reset: [San Juan College Help Desk](#)

For Canvas support information: [Canvas Support](#)

## Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

## Course Requirements

Students will do the following activities:

- Team Meetings: All students and all faculty are to attend and participate in Team Meetings before (8:15/ 1:15) and after (11:45/ 4:45) clinic sessions. Students must arrive a minimum of 15 minutes before Pre-Clinic Meetings (eg: 8:00am and 1:00pm). Each student scheduled to see a patient will present the “Patient Case” at the pre-clinic team meeting using acceptable format.

- The Patient Case should be ready before the team meeting; it should not be prepared during the team meeting. It's important for all students to pay attention to every other student's presentation. Punctuality and preparation are part of the time management grade.
- Students on rotation will have their set-ups and duties completed before the team meeting starts.
- Patient sessions end at 11:30 and 4:30 respectively - appointment time management is essential so that patients can be dismissed on time. (Patients should not have to be in the chair more than 3 hours!) Students will then have about fifteen minutes to write up charts and get faculty signatures before the team meeting. This will allow time for discussion during the team meeting about the learning that took place during clinic.
- Deadlines: Many CSE's and competencies have due dates, but students should complete all requirements before the final day of clinic in case of need for re-do. (The last day of clinic may be used for the following types of appointments: seeing "extra" patients, Arestin follow-ups, sealants or margination CSE's for next semester. This requires excellent planning.
- Late Clinic assignments: a 5% reduction in grade will be assessed on requirements that are completed late. Another 1% will be deducted for each week that the assignment is late. See Canvas for Due Dates.

## COVID Safe Practices for Being on Campus

Masks / cloth face coverings must be worn while on campus in accordance with the New Mexico public health order. If you feel that you cannot wear a mask due to health complications, please contact Disabilities Services:

[disabilityservices@sanjuancollege.edu](mailto:disabilityservices@sanjuancollege.edu) or call (505) 566-3271. Hand sanitizer stations are at all building entrances, please "wash in, wash out"--clean your hands when you enter and before you leave. Classrooms and labs have been arranged to allow for social distancing; please respect your classmates and instructors by staying 6 feet away from everyone. You will be expected to disinfect your table or area prior to class and after class, cleaning products will be provided for this purpose. Check with your instructor for specific policies for their course. Please do not congregate in hallways or common areas, instead utilize our beautiful outside spaces and weather to visit with your friends and colleagues from a safe distance.

If you have been in contact with anyone who has tested positive for COVID-19, has symptoms, or is waiting on test results, contact your instructor and DO NOT come to class. If you have tested positive, have symptoms or are waiting on test results, contact your instructor and DO NOT come to class. Your health care provider or the assigned contact tracer will let you know when it is safe for you to be around others.

## Student Support

## **Student Services and Support**

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

## **Academic Support**

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

## **Participation and Attendance Policy**

- Students are expected to be on time. Attendance is required at all clinic sessions. Absences are recorded as a “0” grade for the day. Any absences or cancellations over 9 hours must be made up with patient care. The student must make arrangements to make up the time, or accept an incomplete for the course, requiring a contract into Clinic IV.
- Students must attend all clinic sessions and assigned internal rotations. If a patient cancels an appointment, or the student is absent due to illness, etc., it is the student’s responsibility to contact and reschedule the patient, and make the appropriate chart entry. The student must also contact Second Year Clinic Coordinator (Brittany Nichols) (566-3768) and the Clinic Administrative Assistant (Dalene Meek) in the clinic office (566-3126) before the clinic session begins.
- Failure to have a patient in the chair during clinic will result in a zero for “time management “on the daily clinic evaluation. (For example, not having a back- up patient.) In addition, Hours missed (over 9) must be made up. See Course Coordinator to schedule this time.
- Cancellations: If there is a cancellation that cannot be filled, the student must be engaged in a clinical educational activity for the entire clinical session. (This does NOT include studying for other classes, writing papers or organizing your notebooks.) Acceptable activities MAY include:
  - Helping other students
  - Sharpening instruments
  - Chart audits
  - Working on SDS binder (Safety Data Sheets)
  - Practicing instrumentation skills on models
  - Practicing anesthesia
  - Working on case studies
  - Faculty will identify acceptable activities and the student is responsible for taking the initiative to develop an appropriate learning experience.
- Action Plans: Must be completed or scheduled within the given time. An action plan that is turned in after the due date, or does not fulfill the requirements of the

action plan, will result in a score of “0” for the entire clinic that day, without exception. Any action plan that is not completed will result in an incomplete grade for the course. Action plans are intended to help students improve important knowledge gaps; they are not intended as negative occurrences.

## Other Classroom Policies and Expectations

- Health & Safety: Students are expected to follow all safety procedures; infection and radiation control protocol and be prepared to manage emergency situations as they arise.
  - Children are not allowed in the clinic area unless they are patients. They may not accompany parents who are patients. Clinic staff and students are not allowed to babysit. Parents must make plans to have a supervising adult with children who are waiting in the waiting room.
  - \*\* This also applies to your own children. Clinicians cannot be considered supervising adults.
- Patient List: Students are to keep a list of patients assigned and/or independently recruited. This list can be generated from Eaglesoft and should be printed at the end of each semester and kept in the graduation notebook. Students are required to keep a list of “last minute” patients who can come in on short notice if the scheduled patient cancels. It is also the student’s responsibility to contact the patients on the patient tracking list handed down to you from the last year’s class.
  - A provider history from Eaglesoft, including all patients seen during the term must be turned in to the instructor at the end of the semester.
- Semester Schedule: Semester Clinic Schedule/Calendar was distributed during Clinic II and is also available on Canvas.
- Individualized Student Contracts:
  - Students who need additional clinical experience, as evidenced by not completing requirements for DHYG 234, will be contracted to complete these experiences as specified in an individual contract.
  - If a contract has to be given, the student will receive an “incomplete” grade until the conditions of the contract are met. Upon completion, the student will received a “C” grade.
  - Each student given a contract must fulfill the requirements identified by the due date, and prior to the end of Spring Semester, in order to get a passing grade in DHGY 234. Ample time is scheduled during the semester to complete all requirements, so contracts should be an extremely rare occurrence.
  - No more than one contract for incomplete clinical work will be allowed in the dental hygiene program. If requirements are not completed for a second course, the student will be dismissed from the dental hygiene program.

Add/Drop Form: In the event that a student does go on contract, an Add/Drop form must be completed after grades are posted.
- Professional Policy: All students are considered mature enough to seek faculty assistance and to monitor her/his own progress in meeting course requirements.

DCE's will be used to assess professionalism for every clinical session. Professional dress and demeanor are expected at all times. When in the clinical setting, students are expected to wear clean scrubs, closed clinic shoes, lab coats with name tags and radiation badges.

- End of Semester Checklist: All students will complete an end of semester checklist in order to receive a grade for the course.
- Distance Education Policy: New technologies allow for the delivery of education in a multitude of different formats. Many of these may involve distance education in which instruction to students may be delivered while separated from the instructor, either synchronously or asynchronously. This may include technologies such as the CANVAS learning management system, use of email correspondence, and the internet and audio/video conferencing. In light of these ever changing technologies, the following are expectations of student behavior with regard to distance education:  
**Academic Honesty:** The standards and requirements of academic honesty and integrity apply to all Dental Hygiene Students whether engaged in or utilizing distance-education or not. Any required work submitted by the student must be their own. This applies to any course within the Dental Hygiene curriculum. Safeguards San Juan College has ensured that safeguards are in place with regard to student login and passcode access to the CANVAS learning management system. Distance education within the Dental hygiene Program curriculum will therefore utilize this leaning management system. In order to protect student privacy, students shall not share such log-in and passcode informing.

## Canvas Participation and Expectations

Students are responsible for accessing the Canvas Learning Management System to review completed requirements and complete on-line assignments. Grades for all components will be entered into Canvas, however, due to the complex nature of clinic grades, do not rely on Canvas to accurately reflect your final grade until the very end of the semester.

## Distance Education Policy

### **Distance Education Policy**

New technologies allow for the delivery of education in a multitude of different formats. Many of these may involve distance education in which instruction to students may be delivered while separated from the instructor, either synchronously or asynchronously. This may include technologies such as the CANVAS learning management system, use of email correspondence, and the internet and audio/video conferencing. In light of these ever changing technologies, the following are expectations of student behavior with regard to distance education;

### **Academic Honesty**

The standards and requirements of academic honesty and integrity apply to all Dental Hygiene Students whether engaged in or utilizing distance-education or not. Any required work submitted by the student must be their own. This applies to any course within the Dental Hygiene curriculum.

### **Safeguards**

San Juan College has ensured that safeguards are in place with regard to student login and passcode access to the CANVAS learning management system. Distance education within the Dental hygiene Program curriculum will therefore utilize this leaning management system. In order to protect student privacy, students shall not share such log-in and passcode informing.

### **Tuition & Fees**

There are no additional student charges associated with the utilization of distance education within the Dental Hygiene curriculum and/or with the verification of student identity at the time of registration or enrollment.

## **Instructor Response Time**

Daily Clinical Evaluations (DCE's):

- Each student will have their clinical performance graded by the end of each day they are scheduled in clinic.

Radiology Requirements:

- Radiographs must be completed at 85%. All radiographs must be self-assessed and turned in within one week of exposure. Radiographs will be graded within 7-9 days after submission.

## **Course Time Commitment**

Attendance is expected for all 3 clinic sessions each week. Dental Hygiene treatment will be optimized by preparing for each individual patient you have scheduled by understanding and studying their specific needs. This can be accomplished by accessing all available sources of information. (ie: How does THIS patient's medical and dental history and current conditions affect all aspects of the Dental Hygiene Process of Care?) Students should expect to spend at least 30-60 minutes reviewing professional sources for best practices for each patient scheduled.



# Grading

Final grades are calculated based on the following...

## Clinic IV Grading

- Quizzes and Exams: This course does not require conventional quizzes and exams. CSE's, Clinical Competencies, and Mini-Mocks are graded evaluations. As in any exam, the student must perform these skills without input from the observing faculty.
- Pass Fail Section: There are requirements that must be completed in order to pass clinic. These requirements will not receive a letter grade, just Pass or Fail. If they are not completed, you will not pass clinic. These requirements are:
  - Attendance
  - Chart Audit Log
  - Rotations: Radiology/Sterilization, Clinic Assistant, Office Assistant

## Grade Documentation:

Grades for all components will be entered into Canvas, however, due to the complex nature of clinic grades, do not rely on Canvas to accurately reflect your grade until the very end of the semester. Canvas is used to document what requirements have been completed and turned in to the instructor.

## Grade Scale for Clinic III: (note difference from Junior Clinics)

A = 92.5-100%

B = 84.5-92%

C = 75-84%

F = < 75%

# Key Dates to Remember

[Full Academic Calendar](#)

# Course Schedule

Exact schedule with due dates will be determined by instructor. See Course Requirements for general information on assignment expectations.

# College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

## 1. **Academic Accommodations - American with Disabilities Act (ADA)**

If you believe you need academic accommodations due to physical or learning disabilities, you are encouraged to inform them as soon as possible. The coordinator can work with you in verifying your disabilities and developing accommodation strategies. Please go to [Disability Services Office](#), click the button for "Request for Services" and complete all the steps.

You can also contact the college's disability coordinator in the Advising/Counseling Center at 566-3271 or [disabilityservices@sanjuancollege.edu](mailto:disabilityservices@sanjuancollege.edu). More information is available on the website listed above.

## 2. **The Family Educational Rights and Privacy Act (FERPA)**

Your personal information and grade are confidential. Aside from routine reporting to the college required for this course, I will not share such information with anyone unless I have your permission.

## 3. **Academic Honesty Rules**

San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College (July 2006).

## 4. **Student Conduct Statement**

College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

## 5. **Student Safety**

Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages – whether for school closures due to weather or for more or urgent situations. Rave is San Juan College's emergency messaging system. Through your SJC student email, you will automatically receive email messages, however, it is also vital that you receive text messages. In order to receive the messages, you must register in a simple process with [Rave](#). When registering, please make sure that your mobile status is "confirmed."

The Department of Public Safety is available 24 hours per day. In an emergency, they can be accessed by calling 215-3091 or 566-3333.

In the event of an emergency, a Rave message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building
- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.)

## **6. Non-Discrimination, Sexual Harassment, and Retaliation.**

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran's status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College's [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or [allens@sanjuancollege.edu](mailto:allens@sanjuancollege.edu).

## **7. Drop for Non-Attendance and/or Non-Participation**

### **Class Attendance and Participation Expectation:**

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

#### **8. Failure to Meet Class Participation Expectation:**

Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

#### **9. Grading Policies**

##### **Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))**

The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due

In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in

the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be changed by work completion.

## 10. **Grade Appeals**

The policy for grade appeals is in the Academic Catalog. ([Grade Appeal Policy](#))

## Student Handbook

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)

## Program Handbook

The Dental Hygiene Student Handbook can be found on the Canvas course Important Information - The Cutting Edge