



DHYG 224 Clinical Dental Hygiene I section name section credit hours

Credits

Syllabus

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Introduction to the clinic and patient clinical skills, patient assessment, treatment and appointment scheduling, preventive techniques and application of dental hygiene procedures in the clinical setting. Practical experience is simultaneously related to theory. Direct supervision is provided by the clinical faculty.

Prerequisites: DHYG-110, DHYG-112, DHYG-113, DHYG-114, DHYG-115, and DHYG-217; Take DHYG-222, DHYG-223, DHYG-227 and DHYG-231

Terms offered: Spring Only

Section-specific Course Description:

Course Level Objectives

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

1. Provide introductory level comprehensive dental hygiene care within recommended time limits at competency levels of 75% or higher to include:
 - a. Assessments
 - b. Dental hygiene diagnosis
 - c. Treatment planning
 - d. Implementation
 - e. Evaluation of services
1. Recognize indications, contraindications, special precautions, and need for patient referral through comprehensive medical, dental, social and cultural histories.
2. Provide emergency medical intervention, as needed, in accordance to established protocols.

3. Apply asepsis protocol, demonstrate ethical and professional conduct, and comply with all SJC Dental Hygiene Protocols.
4. Complete all charts and forms necessary for record keeping, document all dental hygiene services performed, and maintain a re-care system for patients seen.
5. Incorporate the Dental Hygiene Process of Care into clinical practice using assessment data to formulate a dental hygiene diagnosis and intervention strategies that will include a written care plan in a prioritized sequence of evidence-based dental hygiene interventions. These interventions will be based on the dental hygiene diagnosis of the patient's oral condition, treatment and educational needs, and/or referrals necessary to achieve mutually (patient /student) stated oral health outcomes.
6. Identify patients that would benefit from radiographs, receive approval and properly expose, process, mount and critique the radiographs. Implement radiographic findings into dental hygiene care.
7. Assess the need and implement procedures for fluoride, sealants, coronal polishing and appliance care.
8. The student will use didactic knowledge, communication and patient management skills to modify dental hygiene

care for patients with special needs including the following:

1. Pediatric Patients
2. Pre-pubertal to Postmenopausal Patients
3. Pregnant Patients
4. Diabetic Patients

10. Utilize hand instruments including Gracey curets for calculus removal and plaque debridement without trauma.

11. Sharpen instruments effectively.

LEARNING OUTCOMES - ROTATIONS

RADIOLOGY/STERILIZATION: Upon completion of the rotation, the student will be able to:

1. Employ teamwork necessary for efficient dental clinic operations.
2. Assemble, disassemble, and utilize the automatic processor.
3. Critically evaluate and troubleshoot processing errors.
4. Critically evaluate and troubleshoot mechanical problems.
5. Anticipate and manage the needs of multiple clinicians.
6. Manage the clinic supply system.
7. Operate and maintain sterilization equipment.
8. Maintain the chain of asepsis during the sterilization process.
9. Demonstrate proper and appropriate use of PPEs during sterilization and radiology.
10. Adhere to OSHA Guidelines.
11. Ensure that cassettes are correctly labeled and returned to the correct clinician.

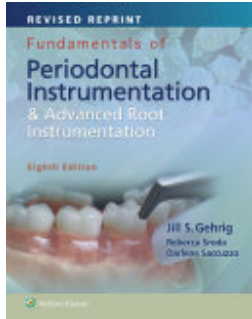
CLINICAL ASSISTANT: Upon completion of the rotation, the student will be able to:

1. Employ teamwork necessary for efficient clinic operation.
2. Use proper and appropriate PPEs and adhere to OSHA Guidelines.
3. Operate and maintain clinical equipment.
 1. Vacuum
 2. Compressor
 3. Water system
4. Use acceptable 4 handed techniques.
5. Manage the clinic supply system.
6. Direct an efficient clinic flow.
7. Assist clinicians and faculty in the overall function of the clinic.
8. Independently evaluate, determine and meet the needs of other clinicians.
9. Maintain the general cleanliness and orderliness of the clinic.

OFFICE ASSISTANT: Upon completion of the rotation, the student will be able to:

1. Operate and maintain office equipment.
 1. Computer
 2. Copier
 3. Fax
 4. Shredder
 5. Phone system
2. Adhere to HIPPA regulations.
3. Utilize practice management software.
4. Provide excellent customer service
5. Independently evaluate, determine and meet the needs of multiple clinicians.
6. Manage data entry.
7. Critically evaluate and audit charts.
8. Maintain a clean and organized office space.
9. Demonstrate critical thinking, problem solving and ethical decision-making skills while performing front office duties including; patient scheduling, patient billing, fee collection and deposits and data entry.

Required Texts and/or Materials



Fundamentals of Periodontal Instrumentation and Advanced Root Instrumentation

9781975121075

Jill Gehrig, Rebecca Sroda, Darlene Saccuzzo

Lippincott Williams & Wilkins

2018-07-16

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:** Students are to arrive in clinic no later than 8:00 AM and 1:00 PM. Patients must be dismissed by 11:30 or 4:30, respectively. All students and faculty will attend and participate in Team Meetings before (8:15/ 1:15) and after (11:45/ 4:45) clinic sessions. Each student with a scheduled patient will present the “Patient Case” at the pre-clinic team meeting using acceptable format. At the end of the clinic session,

students will 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.

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.

■ **Patient Requirements:** Comprehensive dental hygiene care must be completed on a minimum of six (6) patients. The following is a breakdown of the type of patients required to give each student a variety of experiences and levels of difficulty.

- One (1) adult, Moderate difficulty case (estimate 6 clinical sessions)
- Two (2) adult, Easy cases (estimate about 4 clinical sessions each)
- One (1) adolescent, permanent dentition, ages 12-17 (estimate one (1) clinical session)
- Two (2) children, one (1) with primary dentition, one (1) with mixed dentition (estimate a half a clinical session for each child)

» Parents **MUST** be present for minors. **NO EXCEPTIONS.**

See rubric in Canvas to help determine difficulty of patient. Patient difficulty is at the discretion of the instructor. Instructor **MUST** initial Patient Difficulty on the Case Management Form.

You will receive 80% upon completion of the minimal patient requirements (Patient Care Assignment in Gradebook). Once the minimal patient requirements have been met, you may earn additional points for each patient completed above and beyond course requirements. In order to maximize your clinical time, patients can be started in one semester and completed in the next. Credit will be given during the semester in which the patient is completed. Additional points are as follows.

- Difficult patient WITH re-eval = 3 points
- Moderate adult = 2 points
- Easy adult or adolescent = 2 points
- Pedo = 1 point

Failure to meet the minimum patient or clinical requirements will result in an incomplete grade and a contract. Upon completion of the contract, the most you can receive is a "C" grade. REMINDER, you can only go on contract once for incomplete clinic requirements.

■ Record keeping: It is the student's responsibility to record clinical activities on the attached Requirement Log, Case Management forms, practice management software (Eaglesoft) and other records attached to this syllabus or distributed in class. These records and the supporting documents are to be placed in the student's Graduation jump drive.

■ Unit Assignments/ Rotation Schedules: See the attached sheets for assignments. Students on rotation will be evaluated using specified criteria on forms to be signed by clinical faculty assigned to supervise the rotation. The Clinic Administrative Assistant will evaluate the Office Rotation and the Department Assistant will help evaluate students on sterilization and radiology. Students are NOT to trade rotations without the express consent of the course instructor.

■ Clinical Pre-Competency Exam: Students must complete a clinical pre-competency exam before taking the clinical competency final exam. This pre-clinical exam may be completed with any clinical instructor. The purpose is to identify areas of weakness with hand scaling before taking the final competency. Three selected teeth will be completed with hand instruments prior to completion of the quadrant. See the competency exam form for more information. Students must also pass the Pre-competency in order to be allowed to use the ultrasonic scaler.

■ Mini- Mock Boards Students are expected to complete three (3) mini-mock boards. These must be passed at 75% or higher proficiency, on both calculus detection and on calculus removal in the same quadrant. A mini-mock board should be considered an exam. Successful completion will allow the student to take the Clinical Competency Final Exam. Mini-mocks are to take place during one clinical session, with the same faculty person grading both the calculus detection and the calculus removal portions of the exam. Point deductions in grading will include tissue trauma. A failed mini-mock will result in a "0" score for instrumentation on the daily clinic evaluation.

The following are requirements for each mini-mock board:

- One quadrant with at least one molar in proximal contact
- Eight (8) readily identifiable pieces of subgingival calculus

- At least three (3) pieces of calculus on posterior teeth
- If the student is having trouble and needs instructional help from the faculty the mini-mock will be halted and instruction will begin.
- All mini-mock results will be recorded on the Case Management form.

■ **Clinical Skill Evaluations (CSE's):** Students will be required to pass clinical skill evaluations at 75% or higher on the following skills. If you attempt a CSE without being prepared, it will result in a zero grade for professionalism on the DCE. Examples - not having a rationale written, or not reviewing the CSE prior to calling an instructor over, etc.

- Air Powder Polish
- Appliance Care
- Area specific instrumentation
- Coronal Polish
- Dental charting
- Fluoride Application
- Perio assessments
- Sealants
- Sharpening
- Universal instrumentation

■ **Clinical Competency Final Exams:** Students will rotate through a series of clinical competency exams. These exams will be based on typical clinical activities students have been engaged in during the semester. The specific list of events and the schedule will be published for students a week prior to the exams. Students will be required to pass all of the exams at 85% or higher. If the exams are not passed the first time, a retake will be allowed after a tutoring/practice session. If a competency is failed and retaken, a grade of 85% will be given. A passing grade at any level of 85% or above will be a "Pass" grade. All Clinical Competencies must be passed to pass clinic and continue in the program.

■ **Radiography:** All patients require radiographs which will 1) be taken by the student or 2) be requested from patient's dentist of record prior to treatment planning and implementation. Requirements for radiographs for this semester include:

- 1 FMX
- 2 Sets of BWX (may be part of an additional FMX)

- 2 Sets Pedo BWX
- 2 Sets of Occlusals
- 1 Pano
- Dentist interpretation must be entered in the chart and appropriate referrals made.
- Exposure records and the Retake Log must be completed.
- Radiographic Technique and Interpretation evaluation sheets, anatomy and radiographic finding sheets, must be graded for all radiographs taken during clinic.

■ Sealants:

- Placement of at least 1 sealant on a pediatric patient

■ Daily Clinical Evaluations: (DCE)

- Each student will have their clinical performance graded for each day they are scheduled in clinic.
- Any DCE that contains an action plan 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. Any action plan that is not completed will result in an incomplete grade for the course.
- Failure to have a patient in the chair during clinic will result in a zero for the daily clinic evaluation. (For example, not having a back- up patient.)

■ Additional Clinical Assignments: Special clinical sessions that will enhance clinical learning include, Give Kids a Smile and assisting with the senior mock board exam are required. Specific criteria for these activities as well as the schedules and records related to these assessments are either attached or will be presented and discussed in class.

■ Discussion Posts: Students will be required to submit a minimum of one response to the prompt and reply to two other students’ comments.

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 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 attend all regularly scheduled clinics and other special required clinics as indicated on the course schedule found with the DH 224 Syllabus. Students are expected to be at every clinical session and be fully engaged in educational activities during the entire session. If there are more than 9 hours of absence or patient cancellation, the student must arrange to make up the time or

accept the resulting grade. If a patient cancels an appointment or the student must be out due to illness or family emergency, it is the student's responsibility to contact the patient and reschedule the appointment. In addition, the student must contact the instructor and clinical administrative assistant in the clinic office (566-3126) before the clinic session begins. If there is a cancellation that cannot be filled within 30 minutes of the appointment time, the student must become engaged in an educational activity for the entire clinical session. This does NOT include studying for other classes. Nor, is it time to write assigned papers, chat with others or organize notebooks. Acceptable activities include:

- Completing laboratory/ clinic skill evaluations
- Practicing instrumentation skills
- Taking radiographs for other student's patients
- Assisting other students with sealants or other procedures that require active participation (limit the time spent charting for other students)
- Sharpening instruments
- Completing case study exercises (see options in clinic)
- Research on clinic related issues (see options in clinic)
- Review clinic related videos (emergencies, cultural health care, instrumentation, etc.)
- Review the emergency kit and use of drugs & equipment
- Faculty may help identify acceptable activities but the student is responsible for taking the initiative to develop an appropriate learning exercise

Other Classroom Policies and Expectations

During this course it is expected that the student prepares for class. This includes reading or reviewing information, clinic procedures, etc. prior to class. Students should be prepared to participate in active learning discussions about clinical activities.

All students are considered mature enough to seek faculty assistance and to monitor their own progress in meeting course requirements. Daily Clinic Evaluations will be used to assess professionalism in the clinic. They are to be completed 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, clinic shoes, lab coats with name tags and radiation badges. Conservative jewelry and make-up are acceptable.

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 an adult with children who are waiting in the waiting room.

Lab/Clinic Usage

Students are not allowed to work in the lab or clinic without direct faculty supervision. No patient is to be

seated in the clinic until a faculty member is in the clinic.

Cash Management

Faculty, staff and students who receive payments in the San Juan College Dental Hygiene Clinic are

responsible for the collection, safekeeping, and deposit of all monies entrusted to them. Payment for

services in the clinic may include cash, check, and credit card payments received in person, by mail, or

by telephone. Students are not allowed to accept any such payments without faculty/staff supervision.

Canvas Participation and Expectations

Students are expected to monitor their own progress in Canvas and participate in discussions.

Instructor Response Time

All clinic graded elements are graded during the clinic session. It may take up to two weeks to post the grades to Canvas.

Course Time Commitment

Students should expect to spend up to two hours a week contacting patients.

Grading

Grading

Category	Weight
Skill Evaluations	15
Mini-mocks	20
Competency Exams	15
Radiology	10
Daily clinic evaluations	25
Patient Care	15

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. 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.

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