

DENTAL ASSISTANT (DA)

900 Clock hours/40 weeks (Total time to complete may vary based on school holidays and breaks)

32 weeks Theory/Lab (20 hours per week) + 8 weeks Externship (40 hours per week)

Program Objective:

This program provides students with the basic knowledge and skills that will qualify them to work as entry-level Dental Assistants both chairside and front office in dental offices and clinics. Other employment possibilities include dental supply vendors and manufacturers, dental hospitals and insurance companies. Upon completion graduates may work as a dental assistant under a licensed dentist as a vital part of the dental office team. The program focuses on tooth morphology, head and neck anatomy, primary and adult dentitions, infection control, dental radiography, preventive and specialty dentistry, and front office procedures.

The Dental Assistant Program at CBD College is in the process of applying for Registered Dental Assistant approval with the Dental Board of California. Any graduates who complete the program prior to the Dental Board of California RDA approval would be required to qualify for the State Board RDA examination through the work experience pathway. According to the California Dental Practice Act Business and Professionals Code 1752.1 Section 3, a, b, c regarding the work experience pathway to the state board exam, "For individuals applying on or after January 1 2010, evidence of completion of satisfactory work experience of at least 15 months as a dental assistant in California or another state and satisfactory performance on a written and practical examination. For the purposes of this section 'satisfactory work experience' means performance of the duties specified in section 1750.1 in a competent manner as determined by the employing dentist, who shall certify to such satisfactory work experience in the application. The board shall give credit toward the work experience referred to in this section to persons who have graduated from a dental assisting program in a postsecondary institution approved by the Department of Education or in a secondary institution, regional occupational center, or regional occupational program, that are not, however, approved by the board pursuant to subdivision (a). The credit shall equal the total weeks spent in classroom training and internship on a week-for-week basis. The board, in cooperation with the Superintendent of Public Instruction, shall establish the minimum criteria for the curriculum of non-board approved programs.

Currently, the state of California does not require a state license for employment as a Dental Assistant. However, voluntary licensure is preferred by most employers and may increase employment opportunities.

Requirements for Obtaining Licensure

Applicants for Registered Dental Assistant licensure in California must pass the RDA written examination, the Law and Ethics written examination, and undergo a criminal history investigation prior to receiving a license. Temporary permits are not issued and licensure in another state or country is not recognized.

To qualify for examination and licensure on or after January 1, 2010, you must either:

- A) Be a graduate of a Board-approved Registered Dental Assisting program; **OR**
- B) Complete 15-months and 1280 hours of satisfactory work experience as a dental assistant for a dentist licensed in the United States by the date of application.

Those applying for examination using credit completed in a non-Board approved program, which may be counted towards satisfaction of the 15-months work experience requirement, shall do so using the RDA application form entitled APPLICATION FOR RDA EXAMINATION AND LICENSURE (QUALIFICATION THROUGH SATISFACTORY WORK EXPERIENCE).

NOTE: All applicants are required to provide evidence of having completed an 8-hour Board-approved course in Infection Control and a 2-hour Board-approved course in the Dental Practice Act. Certificates must be dated within five years from the date your application is received by the Board. You are also required to submit evidence of completing a course in basic life support (BLS) offered by the American Red Cross or the American Heart Association. This evidence is required to be a copy of the front and back of the card that is issued to you from the course provider.

Detailed information, including fees, application form(s), fingerprint/Live Scan information, etc., on how to apply to become licensed Registered Dental Assistant in the state of California is available through the Dental Board of California (<http://www.dbc.ca.gov/applicants/rda/becomelicensed.shtml>)

The DA program is delivered on campus/residential.

Upon successful completion of the program, graduates may obtain employment as:

- Dental Assisting/Assistant (CIP # 51.0601; O-NET # 31-9091.00)

Program Syllabus:

Module #	Course Number	Course Title	Week #	Lecture	Lab	Externship	Clock Hours
I	DA101	Dental Terminology and Asepsis Techniques	1-4	40	40	0	80
II	DA102	Chairside Dental Assisting for General and Specialty Dentistry	5-8	40	40	0	80
III	DA103	Dental Materials & Preventative Techniques	9-12	40	40	0	80
IV	DA104	California Dental Assisting & Expanded Duties Lab 1	13-16	40	40	0	80
V	DA105	California Dental Assisting & Expanded Duties Lab 2	17-20	40	40	0	80
VI	DA106	Dental Radiography	21-24	40	40	0	80
VII	DA107	Dental Practice Management	25-28	40	40	0	80
VIII	DA108	Advanced Clinical & Lab Duties	29-32	40	40	0	80
IX	DA109	Extern	33-40	0	0	260	260
Total				320	320	260	900

Note: one clock hour is defined as a 60-minute span of time in which 50 minutes is devoted to actual class instruction, with the remaining portion designated as a break.

For information on graduation rates, median debt of graduates completing this program or other important information, visit <http://www.cbd.edu/programs/dental-assistant/>

DA Program Description:

MODULE I DA101 – Dental Terminology and Asepsis Techniques (Pre-Requisite Course)

Prerequisite: None

Total Clock Hours: 80

This course is an introduction to the Dental Assisting profession. Subjects covered include infection control, basic chairside assisting, the sterilization process for instruments including autoclaving & disinfecting, surface disinfection, equipment barriers, and Personal Protective Equipment. In addition, the course will also cover the oral cavity, anatomy, physiology, dental anatomy and histology. Students will also be taught CPR, HIPPA practices, dental terminology, roles of members in the health team, and dental specialties. The course will also assist in the development of professional skills.

MODULE II DA102 – Chairside Dental Assisting for General and Specialty Dentistry

Prerequisite: DA101

Total Clock Hours: 80

This course provides an introduction to assisting in General and Specialty dentistry. Specialties covered include periodontics, endodontics, orthodontics, pedodontics, oral surgery, and fixed and removable prosthodontics. The course will also teach students to seat and dismiss patients, exchange instruments, maintain handpieces, assist in the delivery of anesthesia, and how to evacuate the oral cavity. In addition, bones, salivary glands, and muscles and nerves of the skull are covered.

MODULE III DA103 – Dental Materials and Preventative Techniques

Prerequisite: DA101

Total Clock Hours: 80

This course provides students the opportunity to learn about and manipulate dental materials. Some of the materials include bases, liners, cements, impression and casting material, as well as restorative materials. Students are taught to take vital signs and provide patient education and instruction regarding brushing and flossing techniques. Students are also taught pharmacology and preventive medicine along with nutrition and proper oral hygiene. This course also covers medical emergencies.

MODULE IV DA104 – California Dental Assisting and Expanded Duties Lab 1

Prerequisite: DA101

Total Clock Hours: 80

This course provides students with the opportunity to practice all functions of dental assisting and registered dental assisting as they pertain to general and preventative dentistry and oral surgery. Students will also be able taught regulations, terminologies, supervision categories, and legalities regarding registered dental assisting. Information will be given on continuing education, certifications, and examinations.

MODULE V DA105 – California Dental Assisting and Expanded Duties Lab 2

Prerequisite: DA101

Total Clock Hours: 80

This course will provide students with the continued opportunity to practice Dental Assisting and Registered Dental Assisting functions. Specifically, students will be taught to take intra/extra oral photographs, place patient monitoring sensors, monitor patients under sedation, and take images for in-office milled restorations. Students will also be taught about the functions of assistants in specialties to include endodontics, orthodontics, and periodontics.

MODULE VI DA106 – Dental Radiology

Prerequisite: DA101

Total Clock Hours: 80

This course will allow students to learn about the basic principles of radiography including physics and production of radiographs. Students will also be taught about the various radiographic errors and how to avoid them. Students will be taught intra-oral techniques for taking radiographs. Students will take, process, and mount bitewing and full mouth radiographs for diagnosis on both mannequins and live patients. Students will also be given an overview of manual and automatic film processing as well as panoramic radiographs. Radiograph duplication will also be covered.

MODULE VII DA107 – Dental Practice Management

Prerequisite: DA101

Total Clock Hours: 80

This course will teach students non-clinical aspects of the dental practice. Students will learn phone techniques and etiquette, payment plans, collections, insurance billing and records management, patient records management, appointment scheduling, recall scheduling, inventory management, and computer functions and terminology. Students will also learn about human behaviors and how to recognize certain social behaviors. Students will work on improving communication skills and learning how to enhance patient/clinician relationships. Students will be taught the origins and management of patient fear. Students will also learn how to motivate patients, manage and treat patient pain, and how to encourage patient compliance. Students will be taught how to appropriately care for children, disabled, and geriatric patients. Students will be taught employment search techniques and how to properly complete job applications.

MODULE VIII DA108 – Advanced Clinical and Lab Duties

Prerequisite: DA101

Total Clock Hours: 80

In this course students will be taught coronal polishing, caries detection with an automated device, placement of pit and fissure sealants, extra oral adjustment of dentures, sizing and placement of provisional stainless-steel crowns, and California Dental Law and Ethics.

MODULE IX DA109 – Externship

Prerequisite: DA101, DA102, DA103, DA104, DA105, DA106, DA107, DA108

Total Clock Hours: 260

The Dental externship is an opportunity for students to gain practical on-the-job experience to supplement in class experience. Students will be required to complete 260 hours of externship in a contracted dental facility. The facility can be a private or group practice, a clinic, or an industrial clinic. Externs will be supervised directly by the qualified personnel at the externship site and supervised generally by the college staff. At the completion of extern hours, the student will be evaluated by the supervising site personnel with the final evaluation being placed in the student's college file. Students must complete externship in its entirety to fulfill graduation requirements.

DA SKILLS LABORATORY

The campus skills laboratory is designed to provide students with assignments to learn the many skills necessary for dental assistants. Skills should be practiced in the skills laboratory prior to providing skills in the externship settings.

All Dental Assistant students are permitted to use the skills lab with their assigned instructors. Food and drinks are not allowed inside the skills laboratory.

All supplies should be handled with care and replaced in their storage areas after use. Items requiring replacement or reordering should be reported to the instructor daily or as needed basis.

All students are to participate in the maintenance of the campus skills lab.

Students are to wear their uniforms while working in the skills lab. Shoes should be closed toe, low-heeled and made of leather type material (no canvas). Clothing should be safe without strings or ties that may become tangled and cause harm to the student or to others.

Always be considerate of others when working in the skills lab.

DA LAB/EXTERNSHIP EVALUATION METHOD

The Dental Assistant program contains some courses that consider lab performance as one of the components of the course final grade.

Lab and externship performance are evaluated on a "pass/fail" designation, based upon successful completion of the lab objectives.

Students with a "fail" grade in any of the skills practiced will meet with the instructor and/or director of the program and receive a plan for improvement which may include but is not limited to:

1. Special assignments in the content area
2. Individual/group tutorial in the campus skills lab

During the externship, students will be visited on-site every ten (10) working/clinical days, and a final evaluation will be conducted at the end of externship.

Completion of the externship module

Successful completion of the externship module requires:

- a pass grade on the final evaluation by the externship instructor
- completion of all required 260 hours

DA EQUIPMENT AND MATERIALS

<ul style="list-style-type: none"> ● FOILGON ● Oxygen Unit ● Curing Light Halogen ● Cure Shield Individual ● Retractor Cheek U of MINN ● Retractor Cheek Columbia ● Mirror Riofoto Rhodium-4 adult Xlong occlusal ● Tray Flat Size B-Sky Blue ● Lab Job Pan Plastic Counter-Blue ● Spatula Plaster #11R ● Spatula Plastic Broad ● Green Flex Rubber Bowl X-Large ● Scissors Crown 4 1/2" CVD SM ● High Heat Bite Stick WHT 3/PK ● Packing Inst Circlet DE-Plain R-50 ● Scalers DE -204S, H5/33, H6/7, 15/33 Towner, 2/3 Jacquette ● Alcohol Dispenser PL BRN 8 oz ● Sponge Dispenser White 4x4 ● Chem/Product 4x4 Label 25, 2x2 Label 25 ● Gentle Pulse Pulp Tester + LIP ● Rubber Dam Clamp - #14A ● Plier Johnson Countouring 114 ● Mandrel Snapon #7HP 2RA SS - #7 HPC ● Floss Dispenser Plastic ● Tub PL Procead Complete - Blue ● Explorer DE - 3CH ● Aspirating Syringe CW Type ● Calcium Hydroxide Placing Inst ● Hatchets DE - 10-11 (15-8-14) ● Plugger Amalgam - Black 1/2 N-Serr ● Carrier Amalgam Steel DE - Medium/Large ● Excavator DE-18 ● Plier College Serrated ● Plier Self Lockl Econ 08-210 ● Burnisher DE - 21B ● Burnisher Ball 26/27S DE ● Periodontal Probe SE-Williams Round ● Cavity Prep Chisel DE - 7/10 Chisel (20-15) ● Plastic Filling Inst - #11 ● Carver DE - Hollenback 1/2 ● Spatula Cement #324 ● Chisel Bone Chandler/Gardnr-#1 Chandler 	<p><u>Books:</u></p> <ul style="list-style-type: none"> ● <i>Modern Dental Assisting – Text and Workbook Package</i> ● <i>Dental Instruments: A Pocket Guide</i> ● <i>Practice Management for the Dental Team – Text and Workbook Package</i>
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- Mallet Plugging #15
- Art Paper Forcep ECN 08-300
- Carver DE - 3/6 Cleoid-Discoïd
- Matrix Retainer Toff-Universal
- Hemostat Mosquito 5" - Curved, Straight
- Rubber Dam Forcep Brewer, Punch, Frame Reg Metal
- Short Bur Adapter F/12H 5/PK
- Steri Bur Guard 12 Hole - Teal, White, Neon Purple, Neon Pink
- Burs/Diamond Mersh Holder Small
- Brush Bur Cleaning W/O HDL
- Bur Carbide Lab Gold Large-84T Taper, 82T Cone
- Bur Carbide FG & RA 10/PK - 1/2 FG, 6 FG, 8FG
- Bur Carbide FG 10/PK-33 1/2 INV Cone, 37L INV Cone, 37 INV Cone, 170 TPR FISS Flatend, 170L TPR FISS Flatend, 331L Pear
- Post Band Remover Long Beak
- Boley Gauge W/ Lever 06-800
- Plier-Bird Beak
- Cutter-Dista End Shear & Long Hold
- Cutter-Hard Wire Pin and Lig
- Plier-Arch Forming Tweed Short
- Band Pusher
- Plier-Three Jaw Straight
- Force Module Separator
- Plier-Band Countouring
- Scaler Band Pusher
- Iwanson Metal Spring Caliper
- Mathieu Needle Holders
- Scissors Spencer Stitch 3 1/2
- Plier-How Utility Straight
- Plier-How Utility Offset
- Forceps Surgical Ex-150, 151, 16, 18R, 18L, 88R, 88L
- Ronguers-Friedman 5 1/2"
- Elevator Surg Root Tip SMHD-3 HEIDBRINK
- Elevator Surg-2 HEIDBRINK W/LRG HDL
- Elevator Surg-16 Woodward W/LRG HDL
- Elevator Surg-72 Miller APEXO W/LRG HDL
- Curette Surgical-MOLT #5L
- Elevator Surg Perio #9
- File Bone Miller #21
- File Perio Sugarman 1/2 DE
- Knife Lab #8 Green Handle
- Scissors Kelly Gum ANG/SERR
- Explorer Duralite-#23-6
- Chisel BK/ACT 36/37 PERIO
- Knife DE-#1/2 Orbin, #15/16 Kirkland, #GF11 Goldman Fox
- Explorer DE Endo DG16
- Spreader or Plugger-#80 Plugger, #80 Spreader
- Spiral Filler Lentulo 4/PK-ASST-17MM
- Broach Barbed PHCC 4XF-C 12-ASST XXXF-C
- Safesiders Reamer Intro-25MM
- Drill Gates Glidden CA-ASST #1-6 009-018 32MM
- Drill Peeso CA-ASST #1-6,009-023

- Ruler Endo Right Handed 3"
- ENDO INST GLICK #1 DE
- Root ZX Mini Apex Locator
- Snap-A-Ray Film Holder 3/PK
- Mirror F/S 4&5 CS/SS 12/PK-CS #5
- Mirror Handle CS Octagonal
- Napkin Holder Chrome Autoclavable
- Emergency Spill Kit
- Mercury Spill Kit
- Small Hazard Mat Wall Chart
- Vita Classical Shade Guide
- Instrument Mat - Blue
- Chairside Mini-Darkroom
- Designer Support Frame MTL-Raspberry
- Code Rings REF 50/PK-Black, Blue, Green, Pink, Red, White, Yellow
- Dispensing Gun 10:1
- Ultra Trim Starter Kit 50ML-Shade A2
- Slab Glass 6X3X3/4
- Wheel Buff 4x30
- Amalgamator
- Germicide Tray W/Plas Lid-Blue
- Apron Lead Adult Vinyl W/COLL, gray #66-0050
- Amalgam Well
- Mouth Props Black Rubber 2/PK Adult
- Rubber Dam Clamp #7
- Scalpel Handle #4 19-4000
- High Pull Headgear Safety Rel
- Face Bow .045 Standard
- Tray Rack Long Side Load SZ B
- Opti Klens I Eyewash Fountain
- Rubber Dam Stamp for 6" Dam
- Towel Clamp Backhaus 5 1/4"
- Stethoscope Dual Head Grey
- Sphygmomanometer Adult
- Spatula Ergonomic Plastic, Blue
- XCP Inst W/O BW
- Illuminator Slimline DE-100 Grey
- Lab Burner Lenk W/60z
- Multi use Compule Dispensor
- Curing Light Meter
- Crown Isoform Bic Start 64
- Crown Poly Starter Kit 180
- Facebow Transfer Whip Mix
- Diagnodent Caries Detector
- Facebow Bite Plane
- Ortho Brackets/2nd bicuspid to 2nd bicuspid color coded
- Untk Crown SS Perm Mol 84
- Thermometer Digital, FARENHT
- Apron Hanger 2"x12"
- Highspeed Handpiece
- Lowspeed Handpiece Kit
- Duplicator Slimline
- Iris USB 2.0 Intraoral Camera

- AT2000 X-Ray Processor
- Dentralfoto Camera Kit
- Schick 33 Size 2 Sensor W/6
- CDR Elite Remote Module
- USB Remote HS Cable (2 meter)
- Schick Elite Adhesive Starter Kit Size 2
- ProX Intraoral w/80" Arm Length, Dual Stud Plate
- Stone Vibrator 4"
- Model Trimmer 10" w/ Solenoid
- Vacuum Forming Unit
- 3.5 Gal Plaster Trap Kit
- Model 26 Red Wing Lathe
- Splash Pan W/O light shield
- Safety Shield for Trimmer
- 16 Chuck/Changer w/ Accessories
- VacStar 50H Vacuum System w/ HydroMiser
- Air Star 30C Oil Free Air Compressor w/ Sound Reducing Cover
- Remote Water Control Valve w/ Filter (24V)
- Remote Control Panel 4 Switch (24V)
- Remote Air Intake Kit- Air Star 21/22/30
- Isolation Pads for Compressor
- Biosonic UC125 1.25 GAL
- Accessory Kit
- Reliant Sterilizer System
- A2260 Alliant Chair
- Contoured Floor Box and Frame with Internal umbilical
- A2160 Alliant Assistant's Stool
- A2150 Alliant Operator's Stool
- A5160 Dental Light- Compass Mounted Stand Alone
- Monitor Post, Compass Mount
- A6630 Dual Cart
- 2 Liter Water Bottle