

## COURSE INFORMATION

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COURSE PREFIX/NO: **DHG 239**

COURSE TITLE **Dental Assisting for Dental Hygienists**

LECTURE HRS/WK: 1.0

LAB HRS/WK: 3.0

CREDIT HRS/SEMESTER: 2.0

[DL STATEMENT/VA STATEMENT  
TEXTBOOK INFORMATION](#)

### COURSE DESCRIPTION

This course introduces the dental assisting role and responsibilities. Emphasis is on four-handed dentistry, the use and manipulations of dental materials and office management.

Co-Requisite: DHG 165

Pre-Requisite: DHG 154

### Entry Level Skills:

Knowledge of:

- Oral Anatomy
- Infection control protocol
- Universal tooth numbering
- Care of equipment in dental operatory

### COURSE COMPETENCIES:

1. Place pit and fissure sealants on appropriate clients according to specified criteria.
2. Identify selected common instruments, burs, handpieces and accessories used in the dental office.
3. Explain and demonstrate the technique used to fabricate study models and explain the importance of producing a diagnostically acceptable model.
4. Demonstrate fundamental assisting skills in moisture control procedures.
5. Understand the principles of four-handed dentistry to include operating zones, instrument exchange and classifications of movements.
6. Explain the rationale for using the dental dam and demonstrate how to apply one.
7. Explain the rationale for polishing amalgam restorations and demonstrate how it is done.
8. Demonstrate the application of the toffelmire matrix and explain why one

is used.

9. Explain the rationale for using topical anesthetic and be familiar with techniques for administering local anesthesia.
10. Demonstrate the proper assembly and disassembly of an anesthetic syringe.
11. Understand the reasons for and the limitations of temporary restorative materials and be able to successfully place a temporary restoration.
12. Become familiar with common insurance codes used in the dental office.
13. Demonstrate computer skills using the "EasyDental" program for patient record and billing statements.
14. Be familiar with various recare systems and scheduling patients in the appointment book

**Texts:** Lab Manual

**Reference texts:** Modern Dental Assisting, Torres and Erlich

Dental Materials, Craig and O'Brien

**Method of Instruction:**

Lecture  
Video tapes  
Demonstration  
Clinical Applications

**Grading:**

The grading scale for DHG 239 is as follows:

A 94-100  
B 87-93  
C 86-80  
F Below 80%

**Course requirements include:**

Successful completion (80% proficiency) of ten (10) Lab Competency Sheets:  
Anesthesia Set up  
Sealants  
Amalgam Polish  
Matrix band and Retainer  
Computer Entry/Insurance Codes

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Instrument Exchange  
Moisture Control  
Study Models (2 sets, one manikin, one patient)  
Dental Dam  
Temporary Restoration (50% of final grade)

**Completion of Written Exams with an average of 80% proficiency. (50% of final grade)**

**Additional requirements:**

1. Attend all lecture and lab sessions.
2. Prepare for class beforehand by reading the corresponding section in your lab manual.
3. Adhere to infection control policy during all lab sessions
4. Maintain professional conduct during all classes
5. Complete all competencies on time.
6. Adhere to dress code

**Attendance Policy and Grading:**

Students are expected to attend class and complete all written tests and lab competencies on the day they are scheduled. If you are not present on the day of a written exam or laboratory competence check sheet, you will have a 7 point deduction (drop a letter grade) on the evaluation that was missed. No test or competency sheet will be given ahead of time or rescheduled without knowledge of everyone in the class. **If a student is absent for more than three (3) consecutive days, a doctor's statement will be needed.**

**DENTAL ASSISTING FOR DENTAL HYGIENISTS  
DHG 239  
COURSE OUTLINE**

I. Office Management

- A. Computer Programs
- B. Insurance Codes
- C. Recall Systems
- D. The "Paperless" Office

II. Sealants

- A. Indications and Contraindications for placing sealants
- B. Use of bitewing radiographs
- C. Armamentarium
- D. Photopolymerization and Autopolymerization
- E. Purpose of acid etch
- F. Types of sealant materials
- G. Appearance of properly etched tooth
- H. Causes of failure to adhere
- I. Technique required for placement
- J. Curing lights
- K. Assessment of sealant placement
- L. Purpose of amber shield

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- M. Fluoride treatment
- N. Documentation and charting

### III. Dental Team Concepts

- A. Classification of motion
- B. Four handed/six handed dentistry
- C. Operating zones
- D. Seating positions
- E. Instrument exchange
- F. Instrument grasp

### IV. Moisture Control

- A. HVE
- B. Saliva ejector
- C. Cotton roll, dry angles

### V. Study Models

- A. Criteria for fabrication of models
- B. Alginate impressions
- C. Tray selection
- D. Method of inserting tray and removing tray
- E. Disinfection of tray
- F. Pouring with gypsum
- G. Trimming according to stated criteria

### VI. Pain Control

- A. Armamentarium
- B. Different means of pain control
- C. Topical anesthetic
- D. Syringe and its parts
- E. Types of local anesthetic used in the dental office
- F. Assembling a syringe
- G. Scoop method of recapping
- H. Disassembly of syringe
- I. Sharps container and disposal of contaminated needles
- J. Injection sites and topical placement
- K. Nerve intervention
- L. Gauge and length of needles
- M. How to manage a needle stick injury

### VII. Matrix Systems

- A. Toffelmire matrix retainer
- B. Matrix bands, metal and celluloid
- C. Wooden wedges

### VIII. Amalgam Polishing

- A. Armamentarium
- B. Criteria used for deciding whether to polish
- C. Polishing agents
- D. Polishing points

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- E. Contra angle attachment
- F. Importance of proper sequence

IX. Dental Dam

- A. Advantages and disadvantages of the dental dam
- B. Required armamentarium
- C. Different size and weight of material
- D. Importance of ligating clamp
- E. Techniques in applying the dental dam
- F. Choice of various clamps
- G. Removal of the dental dam

X. Rotary Instruments

- A. Burs
- B. Stones
- C. Mandrels
- D. Wheels
- E. Discs
- F. Points
- G. Brushes
- H. Polishing cups

XI. Temporary Restorations (provisional restorations)

- A. Purpose of provisional restorations
- B. Types
- C. Client instructions
- D. Preparing material
- E. Placement and removal of temporary restorations

XII. Dental Cements

- A. Zinx Phosphate
- B. Glass Ionomer
- C. Zinc Oxide and Eugenol
- D. Zinc Silicophosphate
- E. Zinc Polycarboxylate
- F. Resin (bond)
- G. Varnishes and Liners