

COURSE INFORMATION

COURSE PREFIX/NO: **DHG 265**

COURSE TITLE: **Clinical Dental Hygiene IV**

LECTURE HRS/WK: 1.0

LAB HOURS: 0

CLINIC HRS: 12.0

CREDIT HRS/SEMESTER: 5.0

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

COURSE DESCRIPTION

This course permits refinement of clinical techniques and skills, technology and current procedural practices of the dental hygienists with emphasis on self-evaluation and quality assurance.

Co-Requisite: DHG 140, DHG 231, DHG 275

Pre-Requisite: DHG 255, DHG 230, DHG 143, DHG 141

LEARNING OBJECTIVES

1. Perform competencies in DHG 255, Clinical Dental Hygiene III. Complete all lecture/learning objectives from DHG 255 to include physically, mentally, and sensory handicapped.
2. Prepare cover letter and resume.
3. Refine interview skills.
4. Demonstrate exit level competency on providing oral dental care procedures within a specific time limit:
 - a. scaling
 - b. root planing
 - c. polishing
 - d. home care instructions
 - e. nutritional counseling
 - f. treatment planning
5. Develop an efficient routine to provide maximum service for patients during the clinical period.
6. Develop effective office management skills.

TEXT

Clinical Practice of the Dental Hygienist, Wilkins, 6th edition

Periodontal Instrumentation, Pattison, 2nd edition

Legal, Ethical and Management Aspects of the Dental Care System, Woodall, Irene 3rd edition

COURSE REQUIREMENTS

In order to successfully complete DHG 265, the student is required to fulfill the following requirements:

1. Attend all lecture and clinical sessions.
2. Complete all reading assignments prior to class session.
3. Successfully complete all required process evaluations and written assessments.
4. Adhere to the Infection Control Policy.
5. Complete all clinical requirements to a proficient level of 80%.
6. Successfully complete the Mock State Board.
7. Adhere to the Clinical Dress Code.
8. Contact instructor prior to class for unavoidable absence.

TIME MANAGEMENT:

Emphasis this semester will be in time management. Students will be expected to complete care within a specific time limit as determined by the complexity of client care, the student, and the instructor. Points will be deducted from "Time Management" section for not staying within the time allotment. It is important to keep the instructor informed as you progress in the appointment time regarding factors that will impact your time management.

CLINICAL REQUIREMENTS:

In order to successfully complete the clinical portion of DHG 265, the student is required to fulfill the following requirements to a proficiency level of 80%.

Pedo 3 *FMS 2
Class I 6 (24 quads) Bitewings 8
Class II 6 (24 quads) Panoramic
Class III 5 (20 quads)
Class IV 1 (4 quads)

*** ONE FMS MUST BE EXPOSED USING XCP, ONE WITH STABE.**

Sealants:

Three (3) requirements. Horizontal bitewings or equivalent are required on clients before sealants are placed. Approval by clinical dentist is required. A sealant requirement is defined as a patient having approval for one (1) to eight (8) surfaces.

Nutritional Counseling: One (1) required.

Drug Cards:

Each student will complete a green drug card for every medication listed on your clients medical history. These are to be taken to the clinic dentist along with your medical history for review and signature. Keep these drug cards for future reference and use with other patients. Each student is to have their own personal file of completed drug cards.

WRITTEN TESTS:

Students are expected to take all written exams on the day they are scheduled. If you miss a test, you will have until the next class period to make it up. No test will be administered before the scheduled date. If you are not present for a scheduled test, there will be an automatic seven (7) point deduction from the grade earned on the make up test. Seriously consider the consequences of an absence.

Practicum

In the Spring Semester, a Mock State Board is scheduled for Friday, April 16th at 9:00 AM. This will allow the students first hand experience with taking the State Board upon completion of the Dental Hygiene Program. Each student will receive criteria at the beginning of the semester.

ATTENDANCE:

Students are expected to attend ALL LECTURE AND CLINICAL SESSIONS as scheduled in DHG 265. If an absence is unavoidable, the student must contact the instructor prior to the class. The student should take responsibility for this absence and make arrangements to get class assignments, notes, handouts or any other information from a classmate. Absence is no excuse for not being informed. **If a student is absent more than three (3) consecutive days, a doctor's statement will be needed.**

If you are absent on a clinic day, please call and inform your instructor or the Business Office Manager before the session begins (9:00am and/or 1:00pm). Failure to do so results in a 25 point deduction for professional development on your next scheduled patient.

IMPORTANT CONSIDERATIONS IN SCHEDULING AND ATTENDANCE IN CLINIC

The Business Office Manager will fill all open appointments in the appointment book as calls come in. Please check your mailbox frequently for any changes that may occur in the appointment schedule. **It is your responsibility to keep the appointment schedule updated in writing, do not call in changes or leave messages at A-100, A-101 or the switchboard.** If an appointment time must be reserved in the appointment book, **you must personally write "hold" in the appropriate time slot.**

If there is ever the unfortunate occasion that your appointed client arrives and you are not present in clinic, you will, **with no exception, earn a zero (0) in the Class II category of clients. This will seriously affect your clinical grade, but is easily avoidable if you follow the correct protocol.

If you will be leaving the clinic area for **ANY** reason, please inform your instructor and sign out on the sheets at the front office desk. We are accountable for your attendance in class and must be informed of your whereabouts.

GRADING:

Final grading scale for DHG 265 is as follows:

A 100-94

A 100-94
B 93-87
C 86-80
F 79 and below

GRADING

Computer printouts will be available during lecture class. If, at the end of the current semester, all clinical patient requirements are not met, you will earn a grade of zero for that incomplete requirement. For example, on the last clinic day, if you have completed nineteen (19) of the required twenty (20) quadrants for Class III patients, a zero will be averaged in for the last required quadrant. Consider the serious affect this can have on your average. As outlined below, you have ample time to complete requirements within the semester.

63 Clinic sessions scheduled (76 Total - 13 Clinic Assisting)

Eighty percent (80%) of sixty-three (63) = 50 days to base requirements. This allows thirteen (13) sessions for illness, disappointments, inclement weather, etc.

Pedo 3x1 appointment = 3

Class I 6x1 appointment = 6

Class II 6x2 appointments = 12

Class III 5x4 appointments = 20

Class IV 1x5 appointments = 5

46 appointments needed to complete requirements. This leaves four (4) sessions for nutritional counseling, screening board patients, etc.

I. PROFESSIONALISM AND ATTITUDE:

Students will be graded daily on professionalism, attitude, dress, Infection Control, maintenance of equipment, instruments, and clinical areas.

A violation in any of these areas will result in a **minimum** of ten (10) points deduction in professional development for the day.

II. CLINICAL CLIENTS:

Students must complete all clinical requirements at an 80% proficiency level in **BOTH SCALING AND PROFESSIONAL DEVELOPMENT REGARDLESS OF THE COMBINED AVERAGE** for all classifications of clients (I, II, III/IV) to receive credit for the class. If requirements are not met or are not at the appropriate proficiency level of 80% in either scaling or professional development, the student will receive a failing grade for DHG 265, and will be dismissed from the dental hygiene program.

For each category listed above, the student must receive an average of 80% in both scaling and professional development regardless of combined average in order to successfully complete DHG 265. THERE WILL BE NO "ROUNDING UP" TO ACHIEVE THE 80% COMPETENCE.

Grades are computed as follows:

Pedo/Class I 10%
Class II 10%
Class III/IV 60%
Radiographs 10%
Mock Board(Process Eval) 10%

100%

Of the total grade, scaling counts 90% and professional development 10%. Your clinical grade (18 hours per week) is 90% of the final grade, and lecture (one hour) is 10% of the final grade computation.

DUE TO THE NATURE OF THE GRADING SYSTEM, TRANSFERRING OR SHARING OF PATIENTS WILL NOT BE ALLOWED. ALL PATIENTS MUST HAVE COMPLETED ASSESSMENT PRIOR TO SCALING.

III. RADIOGRAPHS:

There will be a one (1) point deduction for each film requiring a retake.

A grade of 86% must be achieved on two (2) Full Mouth Series and 80% must be achieved on eight (8) BW's in order to receive credit towards requirements. All appropriate paper work must be completed and submitted for grading in order to receive credit. Paperwork to be submitted includes:

- 1 - exposure record completed
- 2 - critique sheet completed
- 3 - anatomical landmarks completed on full mouth series

If the student fails to meet the 86% competency for each of the two (2) FMS' and 80% of the eight (8) BW's, and fails to complete all required paperwork, the student will receive a grade of "F" and be dismissed from the program.

CLINICAL DENTAL HYGIENE DHG 265 COURSE OUTLINE

- I. Refined Dental Hygiene Skills
 - A. Dental Hygiene Manual Procedures
 - 1. scaling
 - 2. root planing
 - 3. polishing teeth
 - B. Client Interaction

1. home care instruction
 2. nutritional counseling
 3. client motivation
 4. treatment plan presentation
 5. establish client rapport
- C. Efficient Routine
1. purpose
 2. advantages

II. Job Seeking Skills

- A. Resume
1. key components
 2. structure
- B. Cover Letter
1. style
 2. grammar
- C. Interview
1. role of the interviewer
 2. preparation
 3. phases of the interview
 4. follow-up
- D. Employment Contract
1. benefits
 2. salary

III. Office Management

- A. Telephone Technique
- B. Insurance Forms
- C. Recall Systems
- D. Scheduling Appointments