**INTRA ORAL LEVEL I & II DENTAL ASSISTANT**

**What is an Intra Oral Level I & II Dental Assistant?**

As chairside assistants, *Intra Oral Dental Assistants* are expected to receive and prepare patients for treatment; sterilize, prepare and set out dental instruments and materials; process x-rays; assist dentists during dental procedures; record dental procedures performed; educate patients; polish clinical crowns and apply fluoride; apply dental dams, pit and fissure sealants, desensitizing agents, topical anesthetic, acid etch materials and cavity bases and liners; take preliminary impressions for diagnostic casts; apply and remove matrices and wedges; remove sutures; place and fabricate temporary crowns and restorations; and expose radiographs (x-rays).

Dental assistants may also take an administrative assistant role where they will be required to answer telephone calls and/or co-ordinate appointment schedules.

**Program Objectives / Job Opportunities**

Our *Intra Oral Level I & II Dental Assistant Diploma Program* emphasizes the importance of hands-on-training. All of our students learn about the value of patient communication and patient care as interpersonal skills are a fundamental part of being a successful Dental Assistant.

Our students have the advantage of working within our fully-equipped dental laboratory. With the training we offer in our facilities and led by our highly qualified Instructors, graduates will have the competitive edge when seeking employment. Upon successful completion of our program, students are eligible to sit for the certification exams through the National Dental Assisting Examining Board (NDAEB).

**Rewarding career opportunities as:**

- Certified Dental Assistant
- Certified Intra Oral Dental Assistant
- Chairside Dental Assistant
- Dental Aide
- Dental Assistant
- Dental Clinical Assistant
- Intra Oral Dental Assistant
- Licensed Dental Assistant
- Preventive Dental Assistant
- Registered Dental Assistant

**Course Schedule:**

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Description</th>
<th>Time</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time</td>
<td>In-Class Schedule</td>
<td>8:00am – 1:00pm</td>
<td>Monday – Friday</td>
</tr>
<tr>
<td>47 Weeks</td>
<td>Internship</td>
<td>8:00am – 5:00pm</td>
<td>Monday – Friday*</td>
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*All students REQUIRE a minimum of 100 hours of Clinical Internship to successfully complete the program. **Hours may vary depending on the particular location of placement. Students must submit/comple**

**Admission Requirements:**

Be at least 18 years of age and pass the Wonderlic Test (a Superintendent approved qualifying test) with a score of 13 or higher. Students who are unsuccessful in the qualifying test will be allowed to attempt it a second time one (1) week, or later, after the date of the first test. Students who are unsuccessful in the second attempt may write take the qualifying test again three (3) months after the second attempt. Students who are unsuccessful in the third attempt must wait six (6) months between each subsequent writing of the qualifying test.
COURSE OUTLINE

DEN 101 - Introduction to Dental Assisting
In this course, students are introduced to the profession of dental assisting, receiving an overview of the history of dentistry, professional organizations, ethics, and the role of the dental health team. Students are introduced to the treatment room, equipment, and basic safety requirements of the clinic. The application of OSHA and professional guidelines used in four-handed dentistry are emphasized. Students will also be introduced to a systematic study of dental terms for their professional training. The student will becomes proficient with prefixes, suffixes, and key words that formulate dental terms and the pronunciation of dental terms.

DEN 102 - Bio-Dental Science
The student will study the normal function of external and internal structures of the teeth and oral cavity, including the study of general anatomy and physiology, embryology, histology, tooth morphology, occlusion, blacks classifications and composition and classification of bones and tissues of the head and neck.

DEN 103 - Dental Materials and Safety
This course provides the theoretical applications of dental materials in the oral environment. From this knowledge base, students learn to understand the role of dental materials in the delivery of preventative and restorative care. Lectures will cover the physical and manipulative characteristics of the various dental products; and introduction to the proper handling of hazardous chemicals, employee safety, and waste management. Precautions and safe handling of dental laboratory materials will be presented through the use of Material Safety Data Sheets (MSDS). In addition, students will learn how to avoid Musculoskeletal disorders commonly associated with dental assisting.

DEN 104 - Microbiology & Disease Prevention In Dentistry
This course presents the principles and techniques of disease transmission and the background knowledge of bacteria and microbial characteristics of infection control. This course includes an orientation to the identification, function and maintenance of equipment found in dental offices. Students will demonstrate effective infection-control techniques to prevent transmission in the dental setting.

DEN 105 – Radiography
This course introduces the student to the basic science of radiation including its discovery, history and modern use within the dental profession. Students are introduced to the equipment and supplies required for the various types of films and images that are utilized in the dental profession. The course will provide the student with the skill to critique x-rays that have been exposed, clarifying the cause and effect of various equipment and armamentaria adjustments. Patient management will include gaining patient cooperation using a variety of techniques used in the exposing of films intra and extra orally. Students will learn how to expose and process films. Students are expected to correctly mount radiographs using anatomical landmarks. Quality assurance and the As Low As Responsibly Acceptable (A.L.A.R.A.) principle are also addressed. Federal and Provincial Regulations dealing with radiation are addressed throughout the program.

DEN 200 - Preventative Dentistry
In this course, students will be introduced to the principles and concepts of oral health promotion for the individual client. Techniques for and approaches to oral health education will be studied with a focus on interventions for the levels of prevention, theories of behavioral change and an introduction to health determinants essential to health. Importance is placed on communication skills and methods of assessing, implementing, and evaluating individualized hygiene. The nutritional aspects of oral health will also be studied with a focus on factors involved in oral problems and the nutritional treatment of those problems. Students will provide oral health care in a community setting.

DEN 201 - Diagnostic Records
This course will introduce the student to the numerous dental records, electronic charts and manual charts. The importance of diagnostic records and treatment planning will be examined. Emphasis will be placed on charting and record keeping. The significance of standards of practice, quality assurance, and ethics will also be explored.
DEN 202 - Oral Pathology
This course focuses on the developmental disturbances and their clinical manifestations associated with the development of the oral cavity. An introduction to general and oral pathology with an emphasis on diseases affecting the oral region, including the principles of inflammation and healing; developmental disturbances; the pathology of dental caries; dental and oral abnormalities; bacterial, viral and mycotic diseases; oral injuries and neoplasms are also studied. Premalignant lesions and their differences from common benign conditions are emphasized.

DEN 203 - Laboratory Procedures
The study of dental laboratory procedures including skills associated with chairside assisting, pouring, trimming, polishing study casts, fabricating custom trays and whitening trays. It also includes skills in preliminary impressions and fabricating provisional restorations.

DEN 204 - Clinical Dentistry
Students will learn the theory elements of restorative dentistry. Emphasis is placed on the dental assistant’s role in operative procedures and the importance of knowing the procedures, instrument and materials. They will also develop the skills and recognizing the importance of smooth interaction with the dentist providing quality care while working chairside for various procedures. The students will learn the practical element of restorative dentistry with emphasis placed on the dental assistant’s role in operative procedures. It includes chairside assisting as well as the implementation of the dental materials used in dentistry.

DEN 205 - Mid-Term Theory Examination
Students will be examined on their theoretical knowledge from Terms I and II.

DEN 300 - Dental Specialties
This course is designed to provide an overview of the various dental specialties, including oral surgery, pediatric dentistry, endodontics, periodontics, prosthodontics and dental public health. The study of each specialty includes definition of the specialty, oral, health and disease conditions, laboratory techniques, instrumentation, materials used and the dental assistant’s role in each specialty.

DEN 301 - Clinical Dental Specialties
This course focuses on chairside assisting with dental specialty procedures. Topics include: prosthodontic procedures (fixed and removable); orthodontics; pediatric dentistry; periodontic procedures; oral and maxillofacial surgery procedures’ endodontics procedures; management of medically compromised patients.

DEN 302 - Practice Management
This course emphasizes procedures for office management in dental practices and employability skills. Topics include: oral and written communications, records management in dentistry, appointment control, dental insurance form preparation and insurance coding, accounting procedures in dentistry, supply and inventory control, and operation of basic business equipment; a computer lab will provide skills in computer use and utilization of these skills to perform office procedures on a computer.

DEN 303 – Pharmacology & Medical Dental Emergencies
This course will introduce the student to safe administration and classification of drugs used in dentistry. Emphasis on common adverse reactions that can occur in drugs utilized with dental procedures. The student will be introduced to common medical emergencies in the dental office. Preventive measures and management of these emergencies will be reviewed. Additionally, information on the basic physiology and pathophysiology occurring with common medical emergencies as well as variations in clinical signs will be presented.
DEN 304 – CPR, First Aid and Safety Training
The course is designed to enable the student to recognize and avoid hazards within his/her environment; to intelligently assist in case of accident or illness; to develop skills necessary for immediate and temporary care of a victim. First Aid and CPR Certification will be offered. Students will also be provided training in various workplace safety procedures.

DEN 305 - Practicum I (25 hours)
Students will apply their theoretical knowledge to the practical setting under the supervision of a Dentist and the dental team.

DEN 400 – Oral Care
Students will apply the theory obtained in Preventive Dentistry in the clinical setting demonstrating communication skills and methods of assessing, implementing and evaluating individualized hygiene.

DEN 401 - Pre-Patient Care
This course will provide the students with the skills required by an Intra Oral Dental Assistant to perform direct patient care. An ethical decision making framework will enable the students to utilize problem-solving skills to plan for and manage direct patient care and to respond to patient specific needs as they relate to the clinical practice of an Intra Oral Dental Assistant. In-house clinic will provide an environment for students to apply and adapt the knowledge and skills obtained.

DEN 402 - Patient Care
This course will provide the students with the skills required by an Intra Oral Dental Assistant to perform direct patient care. An ethical decision making framework will enable the students to utilize problem-solving skills to plan for and manage direct patient care and to respond to patient specific needs as they relate to the clinical practice of an Intra Oral Dental Assistant. In-house clinic will provide an environment for students to apply and adapt the knowledge and skills obtained.

DEN 403 - Communications and Professionalism
Students study the mechanisms of human behavior including learning, memory, cognition, motivation and emotion in the dental environment and how client behaviour can be modified towards habits that foster improved oral health. Verbal and nonverbal communication techniques are discussed. Emphasis will be placed on using the communication skills learned to work as part of a team in planning and completing a presentation project.

DEN 404 - Final Theory Examination
This final comprehensive examination will test the students’ knowledge of the theoretical aspects of the Intra Oral Dental Assisting Program in preparation for the NDAEB Examination.

DEN 405 - Practicum II (75 hours)
Students will apply their theoretical knowledge to the practical setting under the supervision of a Dentist and the dental team.

**Graduation Requirements:**
Students must achieve a minimum grade of 70% on all final exams; this includes theory, practical including Practice Management and overall average of 70% throughout the program.