

Intended Learning Outcomes (Cont'd)

7. Perform preventive intraoral skills for dental assisting practice during client care
8. Perform basic dental assisting skills effectively and safely
9. Accurately complete and manage basic dental records
10. Comply with confidentiality and legal standards in the management and maintenance of dental records

3. Required Materials

- (a) Texts
- (b) Other

4. Course Content and Schedule

Calendar Description

In this course, students will provide direct client care and perform dental office management procedures related to dental assisting practice.

Pre-requisites

DENA 140 & 150

Co-requisites

Pre/Co-requisites

DENA 161

Course Particulars

(a) Credits 2.0

(b) Components

class 0 hrs.; lab 24.0; seminar 0; practicum 0 hrs.; out of class;
0 other: community outreach

(c) Is the course available by distributed education? No

Course Particulars (Cont'd)

(d) Contact Hours

Hours per week 24 hrs.; # of weeks 3; Total contact hours 72.0 hrs.

(e) Is prior learning assessment available for this course? No

5. Basis of Student Assessment (Weighting)

6. Grading System

The minimum grade for successful completion of DENA 142 is B-or 70%.

Standard Grading System (GPA)

Competency Based Grading System

<http://www.camosun.bc.ca/policies/policies.php>

A. Standard Grading System (GPA)

| Percentage | Grade | Description | Grade Point Equivalency |
|------------|-------|---|-------------------------|
| 90-100 | A+ | | 9 |
| 85-89 | A | | 8 |
| 80-84 | A- | | 7 |
| 77-79 | B+ | | 6 |
| 73-76 | B | | 5 |
| 70-72 | B- | Minimum Passing Grade for DENA 142 (70%) | 4 |
| 65-69 | C+ | | 3 |
| 60-64 | C | | 2 |
| 50-59 | D | | 1 |
| 0-49 | F | | 0 |

B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

| Temporary Grade | Description |
|-----------------|---|
| I | <i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family. |
| IP | <i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course. |
| CW | <i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement. |

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Student Services or the College web site at <http://www.camosun.bc.ca>

STUDENT CONDUCT POLICY

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.
<http://www.camosun.bc.ca/policies/policies.html>