I. **DH 201:**

   CLINICAL DENTAL HYGIENE III

II. **PREPARED BY:**

   DENTAL HYGIENE FACULTY

III. **REVISED FOR:**

   FALL 2013

IV. **PREREQUISITES:**

   ENROLLED DENTAL HYGIENE STUDENTS WHO HAVE SUCCESSFULLY COMPLETED DH 151

V. **UNITS AND HOURS:**

   FOUR UNITS: (Total 216 hours)

   **TIME:**
   - TUESDAYS, 8:00 - 12:00 PM and 1 PM-5:00 PM
   - THURSDAYS, 8:00 - 12:00 PM and 1-5:00 PM
   - FRIDAYS, 8:00 - 12:00 PM and 1 PM-5:00 PM

   **PLACE:**
   - U.C.L.A. SCHOOL OF DENTISTRY/AEGD
   - VETERANS AFFAIRS GLA: VALA
   - WLA HEALTH CARE CENTER: VA 500 AND VA 213
   - VETERANS AFFAIRS, SEPULVEDA (VAS)
   - KID’S DENTAL CENTER
   - MENDE DENTAL CLINIC
   - UCLAA/ENICE CLINIC

VI. **COURSE COORDINATOR:**

   Carlos Sermeno, R.D.H., B.S.

   Email: sermenoc@gmail.com

VII. **COURSE INSTRUCTORS:**

   CYNTHIA CHAMBERS, R.D.H.A.P., M.S
   MARSHA CENTER, R.D.H.A.P., B.S.
   CARMEN DONES, R.D.H., M.S.
   JANINE DUNN, R.D.H.A.P., M.S.
   NATALIE FERRIGNO, R.D.H.A.P., B.S.
   JOANE FINE, R.D.H.,
   LINDA GLATSTEIN, R.D.H., B.S.
   DIANE GOLDENRING, R.D.H, MSEd
   DONNA LAWRENCE, R.D.H.A.P., B.S.

VII. **COURSE DESCRIPTION:**

   In a clinical setting students apply specific knowledge and skills learned in preclinical and didactic courses. Emphasis will be on treating the patient with moderate active periodontal involvement. Rotating assignments into dental specialty clinics at UCLA, VA Hospital and clinics, and Venice Dental Clinic and other facilities provide the opportunity to learn the role of the dental hygienist in diverse areas.

   The Dental Hygiene Curriculum is scheduled in a sequence of courses, given only once per year; therefore, all courses must be completed with a minimum of a "C" grade or a "Pass" in order to continue in the Dental Hygiene Program.

   Students who receive less than a "C" grade at midterm in any course will be notified by the program director in writing of this status. It is the responsibility of the student to seek help and/or clarification of the deficiency with the course instructor. Please refer to the college catalog for further information on grading policies and procedures.
VIII. COURSE GRADE – PASS / NO PASS

ALL REQUIREMENTS MUST BE COMPLETED AND PASSED AT THE LEVEL DESIGNATED TO ACHIEVE A PASSING GRADE IN THIS COURSE. Each section process grading, product grading, patient requirements and faculty summary must be passed in order to pass the course. Failure in one area will constitute failure in the course.

IX. REQUIRED TEXT:


West Los Angeles College, Department of Dental Hygiene Clinic Guidelines For Students 2012

West Los Angeles College, Department of Dental Hygiene Infection and Hazard Control Policy. 2012


Stedman's Medical Dictionary for Dental Professions

X. INSTITUTIONAL STUDENT LEARNING OUTCOMES

A. Critical Thinking: Analyze problems by differentiating fact from opinions, using evidence, and using sound reasoning to specify multiple solutions and their consequences.

   Assessment: The students will provide dental hygiene care for a variety of patients during this clinical session. Students will be graded on clinical skills to a level of competency.

C. Technical Competence: Utilize the appropriate technology effectively for informational, academic, personal, and professional needs.

   Assessment: The students will use a variety of technology to provide dental hygiene services during clinical sessions such as UCLA SOE computer system, VA SOAP and Periodontal charting and power-driven scalers. The technical performance will be evaluated by instructors.

D. Ethics: Practice and demonstrate standards of personal and professional integrity, honesty and fairness; apply ethical principles in submission of all college work.
Assessment: The students will work provide reflections on their professionalism on clinical NCR forms according to the ADEA guideline.

COMPETENCIES ADDRESSED IN THIS COURSE:

I. Professionalism

The dental hygiene graduates must appreciate their role as health professionals at the local, state, and national levels. The graduates must possess the ethics, values, skills, and knowledge integral to all aspects of the profession.

Program SLO #1: Adhere to the American Dental Hygienist’s Associations’ code of ethical conduct and apply this code to established state and federal laws, recommendations, and regulations in the provision of dental hygiene care.

Program SLO #2: Perform self-assessment for lifelong learning to provide evidenced-based practice of dental hygiene.

Program SLO #3: Understand and interpret the scientific literature and research as it relates to the evidence-based practice of dental hygiene.

Program SLO #4: Utilize current technology to enhance education, patient care, research and professional growth.

II. Health Promotion and Disease Prevention

The dental hygiene graduates must possess a thorough foundation in the biomedical, clinical, and behavioral sciences and be able to apply those principles in assessment, planning, implementation and evaluation of treatment. The graduates must also be prepared to influence others to facilitate access to care and services.

Program SLO #5: Assess, plan, implement and evaluate community oral health services, including health promotions and disease prevention in variety of settings.

Program SLO #6: Provide planned educational services using effective interpersonal communication skills and educational strategies to promote oral health for individuals and groups of diverse populations.

Program SLO #7: Provide the values of oral health, general health and wellness in individuals and populations with identified risk factors and develop strategies that promote health related quality of life.

III. Patient Care

The dental hygiene graduates must be competent in the performance and delivery of oral health promotion and disease prevention services in public health, private practice and alternative settings. The graduates must be able to exercise critical thinking and sound clinical judgment and communicate with patients.

Program SLO #8: Systematically collect, analyze and record assessment data on the general, oral, periodontal, and psychosocial health status of the child, adolescent, adult, geriatric and special populations using methods consistent with medicolegal principles.
Program SLO #9: Integrate the principles of behavioral, dental, dental hygiene sciences to assess, formulate, implement and evaluate a comprehensive dental hygiene treatment plan for the patient to attain and maintain optimal oral health based on accurate, consistent and complete assessment data and modify treatment as necessary.

Program SLO #10: Provide and evaluate dental hygiene services, including preventive and pain management procedures, that are based on current scientific evidence for a variety of periodontal conditions of children, adolescents, adults, geriatrics and medically compromised patients from diverse populations.

Program SLO #11: Recognize and provide the appropriate care for medical emergencies that occurs in the dental setting.

Program SLO #12: Apply problem solving strategies and critical thinking to insure comprehensive oral health care for individuals, groups and communities.

XI. BASIC CLINICAL EDUCATION:

COURSE GOAL

At the completion of the course DH 201 the student will be able to demonstrate the correct technique in gathering data related to medical and dental history, oral, dental and periodontal examination on the moderately periodontally involved patient. The student will be able to evaluate this data and utilize it in making clinical judgments when formulating treatment and performing clinical dental hygiene services.

CLINICAL OBJECTIVES

As a result of knowledge and skills gained from didactic, preclinical dental hygiene courses and clinical experiences, the student will be able to perform comprehensive dental hygiene services. The student will be able to perform the following functions at the beginner level or Stage II of learning, the novice level, or Stage III of learning, the competent practitioner.

A. Stage I level of learning. The student will be able to perform these functions utilizing the correct technique. The instructor will provide assistance in technique, interpretation, evaluation and referrals for comprehensive dental hygiene services. At this level the student is a novice at the following skills.

1. The ability to recognize and provide appropriate emergency care in the dental setting.

2. The ability to screen patients for temporal mandibular dysfunctions.

3. The ability to place a rubber dam and apply pit and fissure sealants.

4. The ability to perform dental hygiene services on the severely involved periodontally involved patient.

B. Stage II level of learning. The student demonstrates the ability to integrate knowledge from didactic course work and make appropriate alterations in dental hygiene services. The instructor will help the student to make sound judgments insure that the treatment is correct and comprehensive. At this level the student is a novice at the following skills.

1. Demonstrate the ability to scale and root plane using correct instrument techniques.
2. Demonstrate the ability to assess and implement a treatment plan for the moderately periodontally involved dental patient.

3. Demonstrate professional judgment in treatment planning, execution of dental hygiene procedures and evaluation for appropriate referral.

4. Demonstrate the ability to perform dental hygiene services on the moderately periodontally involved dental patient.

5. Demonstrate professional and ethical behavior in appearance, conduct and communications when associating with instructors, other health professionals or patients.

6. Demonstrate the use of effective available pain control method to perform dental hygiene services.

C. Stage III of learning. The student demonstrates the ability to independently integrate knowledge gained from didactic course work, and makes alterations needed in dental hygiene services. The instructor will supervise the student and insure comprehensive dental hygiene treatment. The instructor will advise, foster and encourage the student to seek proficiency. At this level the student is a competent practitioner at the following skills:

1. The ability to apply appropriate instruments for use on a patient, based on principles of design and usage.

2. The ability to use intra and extra oral fulcrums in scaling and root planing.

3. The ability to utilize current established criteria, OSHA guidelines, for disease prevention in various clinic settings when treating patients.

4. The ability to perform comprehensive care of the dental patient by performing periodontal maintenance in conjunction with the dental students in the vertical tier.

5. The ability to assess, evaluate and plan oral hygiene instruction for patients with active periodontal disease.

6. Communication and interviewing skills to maximize treatment objectives.

<table>
<thead>
<tr>
<th>Course SLO</th>
<th>Criterion Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Perform stages 1-3 of clinical functions. The instructor will provide assistance in technique, interpretation, evaluation and referrals for comprehensive dental hygiene services.</td>
<td>At least 80% of students will complete each process grading at a passing level for this course SLO.</td>
</tr>
<tr>
<td>2. Provide dental hygiene services for patients during their assigned clinic rotations.</td>
<td>At least 80% of students will complete 100% of the required number of journal entries.</td>
</tr>
<tr>
<td>3. Work in the clinic environment in a professional and ethical manner.</td>
<td>At least 80% of students will complete the course without any poor EPR or critical errors.</td>
</tr>
</tbody>
</table>

XII. METHODS OF INSTRUCTION:

Students will participate in at least 216 clinic hours and/or 14.4 hours per week during DH 201. The students will see patients under the supervision of an instructor or observe clinic procedures in Specialty Clinics.
Students are required to maintain a continuation of the Journal started during DH 151, in which students will share their clinical experiences at the clinical rotations.

XIII. **METHODS OF EVALUATION:** (on Google docs)

The student is evaluated in four categories: process, product, clinical requirements, and faculty evaluation summary.

The following items **must be completed** at the level designated to receive a passing grade in Clinical Dental Hygiene DH 201:

Students are able to attempt evaluations more than once but must be completed prior to finals week and, only after remediation with each non-passing evaluation, until minimum passing grade is achieved. All clinic requirements must be completed by the last day of 201 clinics/prior to finals week.

### A. PROCESS GRADING

**Pass/No Pass:** All requirements below must be passed to achieve a passing grade in DH 201

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>1</td>
<td>Two E &amp; I Exams (2.0)</td>
</tr>
<tr>
<td>2</td>
<td>Four Fluoride (3.0) – at Least 2 5% NaF Varnish - 2 Adults (Different Instructors), and 2 Children</td>
</tr>
</tbody>
</table>
| 3 | Instrumentation - Four Total on minimum Calculus 4 (With Different Instructors - At least 1 at MEND, 1 at UCLA-Venice, 1 at VA)  
    Instrumentation (2.0)  
    (two MUST be completed at 1st 8 wks – 1 Max / 1 Mand) |
| 4 | Instrumentation (2.0)  
    (two -2nd 8 Wks – 1 Maxillar and 1 Mandibular) |
| 5 | Periodontal Exam (2.0)  
    Two total (with different Instructors)  
    One MUST be completed at 1st 8 weeks) |
| 6 | Periodontal Exam (2.0)  
    One-2nd 8 weeks) |
| 7 | Two-Oral Hygiene Instruction (2.0) – With different Instructors |
| 8 | Three Total  
    Sharpening (2.0) – Must be completed with different instructors. |
<p>| 9 | Three TMD Evaluation (2.0)– With different Instructors |
| 10 | Three Caries Risk Assessment (CAMBRA) - (2.0)– Must be completed with different instructors |
| 11 | Two-Use of Ultrasonic Scaler (2.0)– Must be completed with different instructors (Calculus 4, 5, or 6)) |
| 12 | One-Prosthetic Appliance (2.0) |
| 13 | One Radiographic Technique (FMX Series) – Evaluated by WLAC DH Faculty |
| 14 | Intraoral Photography - 1 Full Set (2.0) |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>15</td>
<td>Infection Control (3.0) <strong>One</strong> each clinical facility, to be completed at the FIRST or SECOND Patient Experience at the facility:</td>
</tr>
<tr>
<td>16</td>
<td>Infection Control (Venice)</td>
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<tr>
<td>17</td>
<td>Infection Control (Kids Burbank)</td>
</tr>
<tr>
<td>18</td>
<td>Infection Control (MEND)</td>
</tr>
<tr>
<td>19</td>
<td>Infection Control (AEGD)</td>
</tr>
<tr>
<td>20</td>
<td>Infection Control (VALA)</td>
</tr>
<tr>
<td>21</td>
<td>Infection Control (VA 220)</td>
</tr>
<tr>
<td>22</td>
<td>Infection Control (VA500)</td>
</tr>
<tr>
<td>23</td>
<td>Infection Control (VAS)</td>
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</tbody>
</table>

**Product Grading**

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</table>
| 24 | **Two** Patient Medical Assessment (3.0)  
ASA II and above (with minimum of 2 medical conditions), with different Instructors. |
| 25 | **Two - Lt. Prophylaxis experiences CHILD Patient (one at 85% passing)**  
**Four- Lt. Prophylaxis experiences ADULT Patient (one at 85% passing)** |
| 26 | **FOUR** Medium (85%)  
Hand scale only (Different Instructors. At LEAST one Max and one Mandibular). |
| 27 | **Two M-H or H Quadrant or Sextant scaling w/ Ultrasonic and Hand Instrument (80%)**  
With different Instructors. |
| 28 | **One Calculus Detection Calibration (1.0)** |
| 29 | **One Mock Board 75% (TBA)** |
| 30 | **One ATP Observation in at UCLA** |

* ONCE A PRODUCT GRADING ATTEMPT HAS BEEN STARTED IT CANNOT BE CANCELLED OR DECLINED UPON REVIEW OF PROBING ERRORS. ALL SCORES STAND AND WILL BE RECORDED ON GRADING SHEET.  

**All attempts, Pass or NP, must be turned in. Results will be evaluated to determine if competency has been reached.**

**ATTENDANCE IS REQUIRED!!!**

1. A student must attend clinic from 8:00 to 12:00 in the morning and 1:00 to 5:00 for the afternoon as scheduled including all specialty assignments. Each student must check in with the assigned instructor each session. In case of an absence or emergency the student is to call the instructor and the facility they are assigned to on that
There is no minimum number of patient required per clinical session, however, students are responsible to treat any patients, at any time when an instructor requests it. Not willing to take a patient will constitute a DISCIPLINARY ACTION and may result in NO CREDIT for the course.

2. Fifty percent (50%) of the sessions should represent work on patients with periodontal disease and moderate calculus.

3. The number of patients completed, quadrant equivalents, and anesthesia completed are all measured (and it is the student's responsibility to obtain the instructor's signature on NCR and Evaluation Form upon completion). A norm referenced scale will be used to determine the minimum experience required to pass this course.

Student MUST Keep track of the Patient and Anesthesia Experience counts at every clinic. Students should arrange a system in which it is maintained a fair distribution of clinical experiences among classmates, so you will not be the one to be running on a low count or skewing of the norm.

B. Clinic Advisor Assignment

<table>
<thead>
<tr>
<th>Advisors</th>
<th>Student 1</th>
<th>Student 2</th>
<th>Student 3</th>
<th>Student 4</th>
<th>Student 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Chambers</td>
<td>Huynh, Katheryn</td>
<td>Maldonado, Norma</td>
<td>Yaghoubmashadi, Doris</td>
<td>Rashidi, Sarah</td>
<td></td>
</tr>
<tr>
<td>Ms. Dunn</td>
<td>Reed, Kaylen</td>
<td>Fedor, Nikol</td>
<td>Harutyunyan, Hasmik</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Ferrigno</td>
<td>Flynn, Rachel</td>
<td>Calegari, Laura</td>
<td>Bazyar, Misagheh</td>
<td>Susan Kipper</td>
<td></td>
</tr>
<tr>
<td>Ms. Lawrance</td>
<td>Hovsepyan, Vartuh</td>
<td>Lu, Susie</td>
<td>Sancraian, Daniela</td>
<td>Hamilton, Kristie</td>
<td></td>
</tr>
<tr>
<td>Ms. Velasco</td>
<td>Castro, Diego</td>
<td>Metusal, Lital</td>
<td>Ensz, Katherine</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Sermeno</td>
<td>Fickett, Brinton</td>
<td>Oved, Elizabeth</td>
<td>Gomez, Alexandria</td>
<td>Browning, Amanda</td>
<td>Rios, Jose</td>
</tr>
</tbody>
</table>

C. How to Handle Paperwork:

1. Discuss with your advisor how they would like to handle the paperwork. Each student will be responsible to file the original process and product evaluations and NCR forms in the clinic binder at school immediately (PLEASE, DO NOT SUBMIT COPIES).

2. Each instructor will take notes on the NCR forms and transfer that information to DH 201 Grade Summary form on Google Docs. The student will be able to view their own tracking form for requirements, and in case of any discrepancies, they can be corrected according to the evaluation forms that are in your binder.

3. Anesthesia and senior year requirements will be collected at the end of DH 201. Please do not lose any form (without the original signed form, your completion will not be accepted). Keep all the anesthesia requirements on one sheet for DH 97 and 201.

4. Patient summary tracking. You will be responsible to list all the patients and add quad equivalency and full mouth
completion on your own. The summary will be due after your last clinic day. Fill Google Doc WLACDH Patient Tracking Class of 2014 *(Absolute due date: Dec 9).*

5. On the NCR form, the faculty or you can choose the type of professionalism you felt most challenging or accomplished during your clinic session. On the reverse side of the NCR form (white page), you will write a reflection summary.

D. **Faculty Summary Report and Professionalism**
(Must Pass this to receive CREDIT for the course)

All the instructors will have a summary of progress conference at Midterm and at the End of the DH 201 Course to discuss and evaluate every student’s clinical performance. The criteria which will be discussed are professionalism, integration of knowledge, time management, infection control, team work, instrumentation, and ethics. The faculty Summary Progress Report form will be used for evaluation and a copy will be given to each student. In order to pass the course, students must PASS the faculty evaluation for the course. Also a student who receives ONE critical error in the course will be subject to not passing the course even if all the requirements are completed.

E. **ACADEMIC DISHONESTY**

Dishonest conduct in the classroom and/or clinic is unacceptable. Some examples of dishonest conduct include cheating or plagiarism, forgery or alteration of documents or records, and falsification of records or misrepresentation of facts. Students found conducting themselves dishonestly will be disciplined. Students’ *complicities* or tolerating the other’s dishonest behavior will be considered accessories. Due process according to the college policies will be adhered to by the program faculty.

Remediation:

1. When an instructor observes lack of knowledge and unsafe patient care, the instructor will issue a remediation plan for the student. The need for remediation will be discussed with the student and the clinic director. A pink slip will be given to the student and will include the type of remediation necessary to complete. The instructor observing the act will determine which remediation process will best help the student. Faculty will post a summary of remediation on the Google Doc grading form so that all faculty can help improve future clinical experiences for student.

Examples of errors that require remediation:

1. Gross contamination or breach of protocol (infection control)
2. Not recognizing the need for pre-medication.
3. Not wearing Protective Personal Equipment properly.
4. Fail to practice patient safety (reusing contaminated instruments)
5. Unsafe instrument technique (i.e. Gross tissue trauma)
6. Not recognizing obvious oral lesions (i.e. herpes lesion, aphthous ulcer)
7. Not reporting broken instruments
8. Inadequate periodontal assessments
9. Inadequate review of medical history.
10. Not taking patients or being absent or late without a valid excuse.

Remediation examples:

- Clinical guidance with the instructor who observed the need for additional guidance
- Research paper (3-5 pages minimum including journal references)
Re-evaluation of product/process grading
If the student demonstrates continual misconduct after remediation, a critical error may be given to the student and intervention by the Dean of Student Affairs will be arranged.

F. Unsafe Practice/ Critical Error

A critical error or unsafe practice is a procedure, process, or product that could adversely affect the health and safety of the patient, student, or faculty member. All critical errors and unsafe practice citations will be reported to the Dean of Student Service immediately. The student must be dismissed from the clinic to see the Dean of Student Service at West Los Angeles College. The critical error must be turned into the course director in writing and the student will receive a copy. Please review your West Los Angeles College Department of Dental Hygiene Clinic Handbook for more information regarding this section. A student who receives any critical errors in the course will be subject to not passing for the course even if all the course requirements are completed. Dismissal from patient care and/or program will be determined.

Examples of critical errors are:
1. Gross negligence
2. Cheating
3. Under the influence of drugs or alcohol
4. Inadequate ability to provide patient care (lack of sleep, illness, injury to patient)
5. Unprofessional behavior (ex: harassment or disrespect towards classmate, instructor, or facility personnel)

XIII. Rules:

A student must attend clinic from 8:00-4:30 each day as scheduled including all specialty assignments (specific clinic facilities may request different schedules). Each student must check in with the assigned instructor each session.

Specialty Clinic (SPC) are clinical hours. The function of a SPC is to provide coverage in a rotation for a student that due to SICKNESS, ACCIDENT, or SPECIAL CIRCUMSTANCE cannot attend a scheduled rotation. In this case, the student in need of coverage MUST contact a SPC student (call the student, and also email copying Ms. Dones and Mr. Sermeño in the email).

If you are scheduled as SPC, please do not schedule any non-clinical activity on the day. The student MUST be ready to provide coverage at a specific rotation, and also, the student scheduled as SPC MUST ANSWER THE PHONE/EMAIL (please understand that it is not a day off) - the no answering when contacted and/or refuse to cover is not acceptable, and it will be recorded as a warning in the student record). Students must be active on this day.

A student with more than 2 days of unexcused absence will be reported to the dean of student service for dismissal from the class. Tardiness will be also recorded for each clinic session. When accumulated tardiness becomes more than 6 hours, the student will be reported to the dean of student service for dismissal from the class.

If student is suspected to present to clinic / laboratory under the influence of substance or present unsafe behavior, will be dismissed from clinic facility, and instructor and/or facility administrator may prohibit the return of student to the clinic facility. The student will agree to a breathalyzer assessment if suspected of being under the influence of alcohol and a blood test if suspected to being under the influence of a controlled substance.

Students that do not follow the guidelines / protocol from a clinic facility, may be dismissed for the day by the Clinical Instructor, and the Clinic Facility Administrators may petition for complete removal of student from the clinic facility.
To receive credit for your work, an instructor must place an initial over the calculus code, periodontal type, fluoride, patient completion and quadrant equivalency on the daily evaluation forms. Each instructor has a right to add or deduct quadrant equivalency points based on difficulty of a case and student's performance.

Students must work closely with their advisor for guidance on the Periodontal Project, as soon as during DH 201 (information will be provided during DH 88). The faculty will be present for the presentation of the case study at the end of DH 251 and will contribute to the grading process. It will be the student responsibility to find a patient and start working on the project and ask for guidance as needed.

COURSE CONTENT OUTLINE

DH 201 CLINICAL DENTAL HYGIENE
CLINIC SCHEDULE - FALL 2013
*Please follow DH 201 Clinic Schedule (Google Doc).

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/27 (Tuesday)</td>
<td>Clinic Begins (Direct to Clinic Schedule for 1st week of activities)</td>
</tr>
<tr>
<td>9/16</td>
<td>Journal Due</td>
</tr>
<tr>
<td>9/30</td>
<td>Journal Due</td>
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<tr>
<td><strong>Midterm Conference Week:</strong> October 11</td>
<td></td>
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<tr>
<td>10/14</td>
<td>Journal Due</td>
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<tr>
<td>10/28</td>
<td>Journal Due</td>
</tr>
<tr>
<td>10/29</td>
<td>Mock Board Screening (10 AM – 1 PM WLAC)</td>
</tr>
<tr>
<td>10/31</td>
<td>Mock Board Screening (1 PM – 4 PM WLAC)</td>
</tr>
<tr>
<td>11/12</td>
<td>Journal Due</td>
</tr>
<tr>
<td>11/19 - 21</td>
<td>Mock Board (WLAC)</td>
</tr>
<tr>
<td>11/26</td>
<td>Journal Due</td>
</tr>
<tr>
<td>11/28 - 29</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>12/6</td>
<td>Last Day of Clinic</td>
</tr>
<tr>
<td>12/9 Monday</td>
<td>End of DH 201: All clinic papers and self-evaluations are due to your advisor.</td>
</tr>
<tr>
<td>12/15 Friday</td>
<td>Faculty Grade Conference Call</td>
</tr>
</tbody>
</table>

Instructor Voice Mail/Email
Cynthia Chambers
Janine Dunn
Linda Glatstein
Natalie Ferrigno
Joane Fine
Diane Goldenring
Donna Lawrence
Marsha Center

cyneplex@ca.rr.com
jdunnrdh@gmail.com
Linda.Glatstein@va.gov
natalie_rdh2004@yahoo.com
finerdh@yahoo.com
(805) 340-4916
lawrendl@wlac.edu
stormecenter@gmail.com
**Faculty Office Hours:**
Chambers: Tuesdays 8:00am - 8:30am
Dunn:
Dones: **Monday and Wednesday 9:00am-10:30am**
Ferrigno: **Wednesday (by appointment only) and Fridays 8:00am - 8:30am**
Fine:
Lawrence: **Thursday and Friday 8:00 to 8:30 and 4:30 to 5:00 or by appointment**
Center:
Velasco: Fridays 8:00am - 8:30am and 4:00pm - 4:30pm
Sermeno: **Tuesday 3:35 PM to 5:40 PM or by appointment** (Instructor is not available in the evenings or weekends. Any email received or phone call placed during those hours/days will be answered within the next 2 business days.

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**Dental Hygiene Senior Year (2013-2014) Clinic Procedure Requirements**
-Requirements Must Be Completed Prior to Graduation-

<table>
<thead>
<tr>
<th>Procedures</th>
<th>Minimum Process Evaluation Grade</th>
<th>Required Numbers to Complete DH Program</th>
<th>Grade</th>
<th>Date of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Amalgam Polishing</td>
<td>2.0</td>
<td><strong>7 Surfaces:</strong> Include at least 2 Class II amalgam and 2 Graded Experiences (Minimum)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Chemotherapeutics</td>
<td>2.0</td>
<td>3 Graded Experience (Minimum)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Composite Polishing</td>
<td>2.0</td>
<td><strong>3 surfaces:</strong> 2 Graded Experiences (Minimum)</td>
<td></td>
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</tr>
<tr>
<td>4 Desensitizing Agent</td>
<td>3.0</td>
<td>2 Graded Experiences (Minimum): with at least 6 teeth each experience</td>
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<tr>
<td>5 Fluoride (Gel, Foam, or Varnish)</td>
<td>PASS</td>
<td>10 experiences: Faculty signature on NCR (Minimum 6 Adults)</td>
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<tr>
<td>6 FMX</td>
<td>PASS</td>
<td>FMX - 10 Experiences (Minimum)</td>
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<tr>
<td>7 Gingival Curettage</td>
<td>3.0</td>
<td><strong>5 experiences:</strong> 2 Graded Experiences and 3 Non-Graded Experiences (Minimum)</td>
<td></td>
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<tr>
<td></td>
<td>Specialty Observation Rotation Hours</td>
<td></td>
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<tr>
<td></td>
<td>Clinics</td>
<td>Required Hours</td>
<td>Competed Hours</td>
<td>Date Completed</td>
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<td></td>
<td>Periodontics</td>
<td>12 hours</td>
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<td></td>
<td>Orthodontics</td>
<td>3 hours</td>
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<td></td>
<td>Oral Surgery</td>
<td>6 hours</td>
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<td></td>
<td>TA hours</td>
<td>50 hours</td>
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</tbody>
</table>

**College Policies and Standards**

**Professional Conduct in Our Classroom Community**
The West LA College faculty, staff and administrators are dedicated to maintaining an optimal learning environment and will not tolerate any disruptive behavior in or outside of the classroom or any academic dishonesty. These standards apply to all students.

**Attendance**
Students are expected to attend all classes for which they are registered, to be prompt and to remain in class/lab for the
entire time. Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from the class. Instructors may drop a student from a class whenever a student is absent more hours than the number of hours the class meets per week. Withdrawal from class can affect eligibility for federal financial aid.

**Dropping a Class**
Student wanting to drop a class should drop online at [www.wlac.edu](http://www.wlac.edu), click “For Students,” then “Student Information System.” Students who stop attending a class are responsible for withdrawing from the class to prevent being issued a failing “F” grade in the class.

**Special Instructional Accommodation**
If there are special accommodations that you require to be successful in this course, please discuss your situation with the professor. To receive accommodations for a special need or disability, students must register with the Office of Disabled Student Program and Services, HLRC. Tape recording of lectures and discussions will not be permitted without the consent of the instructor.

**Academic Integrity**
Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others’ academic endeavors. When there is evidence of cheating or plagiarism in classroom work, the instructor may assign a failing grade, “F,” or zero points to the examination or assignment in which the alleged cheating or plagiarism occurred. Before a substandard grade is issued the instructor will provide the student with supporting documentation of the plagiarism or cheating charge. Instructors have the authority to use plagiarism detecting instruments such as “Turn It In” to detect academic dishonesty.

**Forms of Behavior which Violate Academic Integrity**
- **Cheating.** Using any materials or devices or strategies which provide undue advantage on any exam, assignment, activity or other method of assessment for a course. This includes, but is not limited to, looking at another student’s exam, using phones or other communication systems to text message during exams, taking pictures or images of exams, talking with others during exams, using Internet to find information, or any other system of inappropriate "help." Exams are to be measures of what YOU, as an individual, have learned.
- **Collaboration.** Working together on projects, papers, exams or other forms of assessment which are to be completed individually.
- **Plagiarism.** Taking anyone else’s work as one’s own. Presenting another’s words, ideas, forms of expression, materials, or labor without proper citation, referencing, and declaration that this material originated outside the student’s own work.

For assistance with classroom projects, papers and assignments, please visit the Learning Skills Center, HLRC.

**Standard of Student Conduct**
Faculty members are charged with responsibility for building and maintaining a classroom atmosphere conducive to learning. Disruptive, disrespectful, or obstructive behavior will be dealt with in terms specific to this syllabus and in accordance with the LACCD Standard of Student Conduct. Select forms of disciplinary action appropriate to the misconduct may be taken by an instructor when there is evidence that the student’s behavior interferes with classroom instruction.

The following types of disciplinary action may be taken by an instructor:
1) **Warning.** A verbal or written notice, given to the student by an instructor. Continuation or repetition of the specified conduct may be cause for further disciplinary action.
2) **Removal by Instructor.** An instructor may remove (suspend) a student from his or her class for the day of the incident and the next class meeting. During this period of removal, the student shall not return to the class from which he or she was removed without the permission of the instructor of the class.

Students may refer to the College Catalog or the online student orientation at [www.wlac.edu](http://www.wlac.edu); click "Counseling, Assessment and Orientation," then scroll down to “Orientation” for complete details regarding the aforementioned policies.

**Cell Phone and Other Communication Devices**
Ensure to have your cell phone in a mode where it will not ring and disturb others. If you have to answer an emergency phone call, inform your instructor and, please, step out of the classroom/clinic. Devices of this type should be placed on vibrate and never visible during class time.

**Classroom and Campus Cleanliness**
Please help us keep the classroom and campus grounds clean. No food or beverages, except for water, is permitted inside instructional classrooms /labs. Please use the receptacles to dispose of trash.