

NASSAU BOCES - ADULT EVENING PROGRAM
Joseph M. Barry Career & Technical Education Center
1196 Prospect Ave.
Westbury, NY 11590

COURSE OUTLINE

Course Name: **Dental Assistant**
Weeks: 10
Sessions: 20
Hours: 60
Days/Time Mon/Wed 6:30pm-9:30pm
Instructor: Michele Greenberg
Required Textbook: Modern Dental Assisting. 9th Edition, Ehlich/ Torres/ Bird
 Purchase on first day of class
Adult evening Office: (516) 622-6950

Course Overview:

The Dental Assisting program is a 10 week certificate program. This program will provide the basic knowledge of dentistry and the preparation to function in a dental treatment room and office setting. This course will teach personal hygiene, administrative work, communication skills, nutrition, office safety, and office emergencies. Also covered, are all dental procedures, 4-6 handed dentistry, tray and room set-ups, infection control, sterilization, dental materials, preventive dentistry, radiology, dental anatomy, and the oral cavity. The dental field is always growing. There are many entry level employment opportunities in this field, such as working in a private practice, public health agencies, temp agencies, hospitals, dental supply companies, insurance companies and the military.

Prerequisite: A HS or GED diploma is recommended.

Certification: A Nassau BOCES Dental Assistant Certificate will be earned upon successful completion of this course. (Please note that this course does not qualify for CDA certification).

Attendance: This class is only 10 weeks long, 6 hours a week.
It is therefore very precious time, not to be wasted or missed!
******* Absence from class more than 3 out of the 20 sessions
Precludes the issuance of a completion certificate *******

Class Cancellations: Due to inclement weather or impassable roads, school closures will be broadcast on Channel 12 News Cablevision or visit our website at www.adultednassau.org or www.nassauboces.org

Course Topics

SESSION 1

Intro to the program
Program policies
About Dental Assisting
Job Opportunities- Team Members
Position within the office/Job responsibilities
Treatment Rooms- Equipment
Hand-out terminology list chpt. 1&2
Homework: Read chpt. 3,4&5

SESSION 2

Review chpt. 3, 4 & 5
Anatomy/Physiology- Head, Neck, TMJ, Soft Tissue and Teeth
Dental Anatomy- Primary and Secondary Dentition, occlusion and function
Numbering systems - Universal and Palmer
Homework: Read chpt. 8&9

SESSION 3

Review # systems and Dental Anatomy
Review chpt. 24
Terminology Handouts
Preventive Dentistry/ Nutrition/ Homecare
Homework: Read chpt. 6, 7, &21

SESSION 4

Review chpt. 6, 7, &21
Terminology Handouts
Oral Pathology/ Disease Transmission/ Concern to Healthcare
OSHA/ MSDS/ Labeling
Homework: Read chpt. 8 & 9

SESSION 5

Review chpt. 8 & 9
Terminology Handouts
Infection Control
Disinfection/ Treatment Room Barriers & Care
Sterilization/ Instrument care
Homework: read chpt. 10, 12 & 13

SESSION 6

Review chpt. 10, 12 &13
Terminology Handouts
Assistant's Responsibility to Patients
Medical Problems/ Emergencies in the Dental Office
Start Charting Systems
Homework: Read chpt. 17

*** **Announcement*****

Midterm at Session 10 covering class discussions, reading assignments, exercise sheets and terminology through Session 9

SESSION 7

Finish Charting Systems
Terminology Handouts
Homework: Read chpt. 18, 19 & 20

SESSION 8

Review chpt. 18, 19 & 20
Terminology Handouts
X- rays/ Mounting/ Rinn Rings
Homework: Finish reading chpt 18, 19 & 20

SESSION 9

Review chpt. 18, 19 & 20
Terminology Handouts
Hands on with X- rays
Homework: Review for Midterm

SESSION 10

MIDTERM
Homework: Read chpt. 14, 15 & 16

SESSION 11

Review Midterm
Review chpt 14, 15 & 16
Terminology Handouts
Introduction to a Dental Treatment Room
Suction/ Instrument Transfer
Hand Instruments/ Burs/ Hand pieces
Homework: Read chpt. 11 & 22

SESSION 12

Review chpt. 11 & 22
Terminology Handouts
Anxiety Control
Anesthetics
Parts of a Syringe
Dental Cements- different types and how to mix them
Homework: Read chpt. 23

SESSION 13

Review chpt. 23
Terminology Handouts
Alginate Impressions
Diagnostic Casts (stone models)
Trays- upper/ lower
Homework: Read chpt. 26

SESSION 14

Review chpt. 26
Terminology Handouts
Film on Amalgam and Composite Restorations
Amalgam and Composite Restoration Tray Set ups
A and C Restoration Instruments
Homework: Read chpt. 27

SESSION 15

Review chpt. 27
Terminology Handouts
Film on Crown and Bridge Restoration
Crown and Bridge tray set up and instruments
Prep/ Impression/ Temp
Homework: Read chpt. 30, 31 & 32

***** Announcement*****

Final Exam Session 19 to cover all exercise sheets and readings!!

SESSION 16

Review chpt. 30, 31 & 32
Terminology Handouts
Periodontics - Instruments and Perio Stages
Pediatric Dentistry
Orthodontics (braces)
Homework: Read chpt. 16

SESSION 17

Review chpt. 16 & 29
Terminology Handouts
Endodontics (RCT- Root Canal Therapy)
Rubber Dam
Homework: Read chpt. 28, 33 & 34

SESSION 18

Review chpt. 28, 33 & 34
Terminology Handouts
Full/ Partial Dentures
Oral Surgery
Oral Surgery Instruments
Dental Implants
Homework: STUDY FOR FINAL!!!!

SESSION 19

FINAL EXAM

SESSION 20

Last Day of Class
Return Final Exams and Review Final
Review Course
Fill Out Course Completion Paperwork
Give out DANB handouts

GOOD LUCK EVERYONE AND ENJOY!!!!!!