

Appendix A

Each of the following sub-appendices contains a detailed chart of program and course standards revisions described within the Probe notice documentation.

- A1- AD21: Advanced Dental Assisting
- A2- BDA1: Basic Dental Assisting
- A3- CY71: Coronal Polishing
- A4- DA12: Dental Assisting
- A5- EF71: Radiology/EFDA Cert Dental Assisting
- A6- DENA 1010: Basic Human Biology
- A7- DENA 1030: Preventive Dentistry
- A8- DENA 1050: Microbiology and Infection Control
- A9- DENA 1070: Oral Pathology and Therapeutics
- A10- DENA 1080: Dental Anatomy
- A11- DENA 1090: Dental Assisting National Board Examination Preparation
- A12- DENA 1340: Dental Assisting I: General Chairside
- A13- DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills
- A14- DENA 1390: Dental Radiology
- A15- DENA 1400: Dental Practice Management
- A16- DENA 1460: Dental Practicum I
- A17- DENA 1470: Dental Practicum II
- A18- DENA 1480: Dental Practicum III

A1- AD21: Advanced Dental Assisting

Revised Program Length

+ 2 semesters

Revised Occupational Trends

Nationally jobs for Dental Assistants are growing. Regionally and in Georgia, Dental Assistant jobs are growing, with the growth expected to continue for the next 10 years. Economic forecasts predict dental assisting jobs in Georgia to increase by 14% between 2018 and 2028, an increase of 1,150 jobs.

Revised Salary Trends

Hourly Salary: \$16.00 - \$17.00

Annual Salary: \$34,320.00

Revised Occupational Analysis

Set up operator

1. Place barriers.
2. ~~Review treatment procedures.~~ Select and prepare tray set-ups.
3. Check dental equipment.

Maintain infection control.

1. Disinfect operator.
2. Sterilize instruments.
3. Dispose of biohazards.

Prepare the patient.

1. Seat ~~and dismiss~~ the patient.
2. ~~Review medical history.~~ Review and update medical and dental health history.
3. Take vital signs.

Assist with front office duties.

1. Assist in dental insurance.
2. Assist with billing.
3. Assist with scheduling appointments.

~~Assist with dental procedures.~~

- ~~1. Take radiographs.~~
- ~~2. Mix materials for procedure.~~
- ~~3. Mix materials for procedure.~~
- ~~4. Record dental charting.~~

Assist with preventive dental techniques.

1. Provide patients with oral health instruction.
2. Evaluate and discuss the patient's oral health.
3. Describe fluoride agents and delivery methods.
4. Describe dietary considerations for the dental patient.

Assist the dentist utilizing four-handed concepts.

1. Assist dentist with specialty dental procedures.
2. Prepare dental materials.
3. Perform variety of instrument transfers.
4. Maintain clear field of visions including isolation techniques.
5. Assist with clinical diagnostic procedures.

Revised Program Outcomes

1. Prepare the dental operator for dental procedures.
2. Maintain OSHA standards for infection control.
3. Prepare the patient for dental procedures, ~~reviewing~~ review the medical history, ~~taking~~ take vital signs and ~~answering~~ answer questions.
4. ~~Perform four-handed dental techniques.~~ Assist with general or specialty dental procedures.
5. ~~Perform front office procedures.~~ Assist with preventive dental techniques.

Revised Program Curriculum

AD21: Advanced Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
	DENA 1390	Dental Radiology	75	4
	DENA 1400	Dental Practice Management	30	2
	DENA 1460	Dental Practicum I	45	1
	DENA 1030	Preventive Dentistry	15	1
	DENA 1470	Dental Practicum II	45	1
Total Program Hours			300 315	14 15

- For purposes of meeting entry-level skills the DENA 1460: Dental Practicum I was removed as a requirement and placed as a requirement within the BDA1: Basic Dental Assisting TCC.
- For purposes of meeting advanced-level skills the DENA 1030: Preventive Dentistry was added as a requirement. Additionally, adding this course creates streamlined opportunities for colleges offering the AD21 program to begin offering additional TCCs for student advancement within the field.
- For purposes of meeting advanced-level skills the DENA 1470: Dental Practicum II was added as a requirement to provide students with the knowledge needed for advancement within the field.
- Overall, the contact hours of the program increased from 300hrs to 315hrs. Additionally, the credit hours increased from 14hrs to 15hrs.

Revised Program Admission Requirements

Minimum Required Age

Revised Program Resources/Equipment/Facilities

Clinic Facilities - One treatment area per five students enrolled in the program. Each treatment area must contain functional equipment including; power-operated dental chairs, dental units, mobile stools, air and water syringe, adjustable dental light, low and high-speed oral evacuating equipment, and a work surface for the chairside assistant.

Clinic Supplies - Variety of personal protection equipment including; gloves, masks, gowns, safety glasses, and face shields. Variety of disposable supplies including; cotton rolls, 2x2s, patient bibs, cups, barrier supplies, chair covers, HVE and Saliva ejector tips, and cotton-tipped applicators. Variety of anesthetic supplies including; topical anesthetic, anesthetic carpules, needles, aspirating syringes, and needle guards/recapping devices.

Clinic Instruments and Equipment - Variety of rotary instruments including; high-speed handpieces, low-speed handpieces, laboratory handpieces, carbide burs, surgical burs, diamond burs, lab burs, polishing disks, mandrels, rubber points, prophy angles, and contra-angles. Variety of instruments and supplies including; dental materials, appropriate models, and armamentaria that accommodate students' needs in learning to identify, exchange, and prepare procedural trays and assist in procedures including diagnostic, operative, fixed & removable prosthodontics, surgical, periodontal, orthodontic, endodontic, preventive, patient education, and direct & indirect restorations.

Clinic Sterilization - Designated sterilization and disinfection area which includes; sterilizing units (Autoclaves), cleaning solutions, sterile instrument storage, ultrasonic cleaner with baskets, handpiece cleaner, utility gloves, IMS wrap, sterilization bags, biological monitoring supplies, surface disinfection supplies.

Clinic Radiography - Radiography equipment and supplies area which includes; dental radiography units that meet applicable regulations, radiographic teaching manikins (adult and pediatric), radiographic view boxes or monitors, processing units with darkroom capacity or digital sensor equipment, multiple sets of image receptor holding devices, radiation-monitoring devices, lead aprons with cervical collars for each unit, counter with sink, and dental chair or unit.

Clinic Laboratory - Laboratory facilities and supplies which include; lathes, model trimmers, laboratory handpieces, vibrators, dental materials, instruments, trays, mixing bowls, spatulas, lab knives, sinks, and plaster control devices, adequate ventilation (exhaust), and seated student stations with laboratory stools. Laboratory materials that include; various gypsum products, waxes, acrylics, pumice, and model soap. Miscellaneous equipment that includes; curing lights, intraoral camera, Diagnodent, and cassettes for instruments.

Practicum Sites - Adequate practicum sites with an articulation agreement for each student.

Classroom Space - Dedicated classroom space.

Program Administrator Office - Office space for program administrator and faculty.

Instructional Aids - Skeletal and anatomic models and replicas for dental anatomy. Media resources that depict current techniques. Projection equipment which includes functional dental practice management software and computers. Library resources that include professional journals/periodicals related to dentistry.

A2- BDA1: Basic Dental Assisting

Revised Occupational Trends

Nationally jobs for Dental Assistants are growing. Regionally and in Georgia, Dental Assistant jobs are growing with the growth expected to continue for the next 10 years. Economic forecasts predict dental assisting jobs in Georgia to increase by 14% between 2018 and 2028; an increase of 1,150 jobs.

Revised Salary Trends

Hourly Salary: \$12.00

Annual Salary: \$24,960.00

Revised Occupational Analysis

Set up operator

1. Place barriers.
2. ~~Review treatment procedures.~~ Select and prepare tray set-ups.
3. Check dental equipment.

Maintain infection control.

1. Disinfect operator.

2. Sterilize instruments.
3. Dispose of biohazards.

Prepare the patient.

1. Seat ~~and dismiss~~ the patient.
2. ~~Review medical history.~~ Review and update medical and dental health history.
3. Take vital signs.

Assist the dentist utilizing four-handed concepts.

1. Assist dentist with specialty dental procedures.
2. Prepare dental materials.
3. Perform variety of instrument transfers.
4. Maintain clear field of visions including isolation techniques.
5. Assist with clinical diagnostic procedures.

Dental Anatomy

1. Identify teeth according to their dentition, arch, and tooth number.
2. Identify basic terminology related to oral anatomy.

Revised Program Outcomes

1. Prepare the dental operatory for dental procedures.
2. ~~Maintain OSHA standards for infection control.~~ Maintain infection and hazard control procedures in accordance with published professional guidelines.
3. Prepare the patient for dental procedures, ~~reviewing~~ review vital signs, ~~review~~ medical history, and ~~answering~~ answer questions.
4. ~~Perform four-handed dental techniques.~~ Assist with general dental procedures.

Revised Program Curriculum

BDA1: Basic Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
	DENA 1050	Microbiology and Infection Control	60	3
	DENA 1340	Dental Assisting I: General Chairside	135	6
	DENA 1080	Dental Anatomy	75 60	5 4
	DENA 1460	Dental Practicum I	45	1
Total Program Hours			315 300	14

- For purposes of meeting entry-level skills, the DENA 1460: Dental Practicum I was removed as a requirement within the AD21: Advanced Dental Assisting TCC and placed within the BDA1 program.
- Revisions made to DENA 1080: Dental Anatomy decreased the course from 5 credit hours to 4 credit hours.
- Overall, the contact hours were reduced from 315hrs to 300hrs. The credit hours remained at 15hrs.

Revised Program Resources/Equipment/Facilities

Clinic Facilities - One treatment area per five students enrolled in the program. Each treatment area must contain functional equipment including; power-operated dental chairs, dental units, mobile stools, air and water syringe, adjustable dental light, low and high-speed oral evacuating equipment, and a work surface for the chairside assistant.

Clinic Supplies - Variety of personal protection equipment including; gloves, masks, gowns, safety glasses, and face shields. Variety of disposable supplies including; cotton rolls, 2x2s, patient bibs, cups, barrier supplies, chair covers, HVE and Saliva ejector tips, and cotton-tipped applicators. Variety of anesthetic supplies including; topical anesthetic, anesthetic carpules, needles, aspirating syringes, and needle guards/recapping devices.

Clinic Instruments and Equipment - Variety of rotary instruments including; high-speed handpieces, low-speed handpieces, laboratory handpieces, carbide burs, surgical burs, diamond burs, lab burs, polishing disks, mandrels, rubber points, prophyl angles, and contra-angles. Variety of instruments and supplies including; dental materials, appropriate models, and armamentaria that accommodate students' needs in learning to identify, exchange, and

prepare procedural trays and assist in procedures including diagnostic, operative, fixed & removable prosthodontics, surgical, periodontal, orthodontic, endodontic, preventive, patient education, and direct & indirect restorations.

Clinic Sterilization - Designated sterilization and disinfection area which includes; sterilizing units (Autoclaves), cleaning solutions, sterile instrument storage, ultrasonic cleaner with baskets, handpiece cleaner, utility gloves, IMS wrap, sterilization bags, biological monitoring supplies, surface disinfection supplies.

Clinic Radiography - Radiography equipment and supplies area which includes; dental radiography units that meet applicable regulations, radiographic teaching manikins (adult and pediatric), radiographic view boxes or monitors, processing units with darkroom capacity or digital sensor equipment, multiple sets of image receptor holding devices, radiation-monitoring devices, lead aprons with cervical collars for each unit, counter with sink, and dental chair or unit.

Clinic Laboratory - Laboratory facilities and supplies which include; lathes, model trimmers, laboratory handpieces, vibrators, dental materials, instruments, trays, mixing bowls, spatulas, lab knives, sinks, and plaster control devices, adequate ventilation (exhaust), and seated student stations with laboratory stools. Laboratory materials that include; various gypsum products, waxes, acrylics, pumice, and model soap. Miscellaneous equipment that includes; curing lights, intraoral camera, Diagnodent, and cassettes for instruments.

Practicum Sites - Adequate practicum sites with an articulation agreement for each student.

Classroom Space - Dedicated classroom space.

Program Administrator Office - Office space for program administrator and faculty.

Instructional Aids - Skeletal and anatomic models and replicas for dental anatomy. Media resources that depict current techniques. Projection equipment which includes functional dental practice management software and computers. Library resources that include professional journals/periodicals related to dentistry.

A3-CY71: Coronal Polishing

Revised Occupational Trends

Nationally jobs for Dental Assistants are growing. Regionally and in Georgia, Dental Assistant jobs are growing with the growth expected to continue for the next 10 years. Economic forecasts predict dental assisting jobs in Georgia to increase by 14% between 2018 and 2028; an increase of 1,150 jobs.

Revised Program Curriculum

CY71: Coronal Polishing (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
	DENA 1030	Preventive Dentistry	45 15	2 1
	DENA 1340	Dental Assisting I: General Chairside	135	6
	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
Total Program Hours			330 315	15 14

- Revisions made to DENA 1030: Preventive Dentistry decreased the course from 2 credit hours to 1 credit hour.
- Overall, the contact hours of the program decreased from 330hrs to 315hrs. Additionally, the credit hours decreased from 15hrs to 14hrs.

Revised External Standards

1. The technical certificate must conform to the institutional accreditation requirements of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The program must ~~be accredited by the Commission on the Dental Accreditation (CODA)~~ be approved by the Georgia Board of Dentistry ~~in order for the student to sit for the Dental Assisting Board Examination at the end of the program~~ to award this certificate.

Revised Program Admission Requirements

Minimum Required Age

~~NA~~ 17

Revised Program Resources/Equipment/Facilities

Clinic Facilities - One treatment area per five students enrolled in the program. Each treatment area must contain functional equipment including; power-operated dental chairs, dental units, mobile stools, air and water syringe, adjustable dental light, low and high-speed oral evacuating equipment, and a work surface for the chairside assistant.

Clinic Supplies - Variety of personal protection equipment including; gloves, masks, gowns, safety glasses, and face shields. Variety of disposable supplies including; cotton rolls, 2x2s, patient bibs, cups, barrier supplies, chair covers, HVE and Saliva ejector tips, and cotton-tipped applicators. Variety of anesthetic supplies including; topical anesthetic, anesthetic carpules, needles, aspirating syringes, and needle guards/recapping devices.

Clinic Instruments and Equipment - Variety of rotary instruments including; high-speed handpieces, low-speed handpieces, laboratory handpieces, carbide burs, surgical burs, diamond burs, lab burs, polishing disks, mandrels, rubber points, prophyl angles, and contra-angles. Variety of instruments and supplies including; dental materials, appropriate models, and armamentaria that accommodate students' needs in learning to identify, exchange, and prepare procedural trays and assist in procedures including diagnostic, operative, fixed & removable prosthodontics, surgical, periodontal, orthodontic, endodontic, preventive, patient education, and direct & indirect restorations.

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Clinic Laboratory - Laboratory facilities and supplies which include; lathes, model trimmers, laboratory handpieces, vibrators, dental materials, instruments, trays, mixing bowls, spatulas, lab knives, sinks, and plaster control devices, adequate ventilation (exhaust), and seated student stations with laboratory stools. Laboratory materials that include; various gypsum products, waxes, acrylics, pumice, and model soap. Miscellaneous equipment that includes; curing lights, intraoral camera, Diagnodent, and cassettes for instruments.

Practicum Sites - Adequate practicum sites with an articulation agreement for each student.

Classroom Space - Dedicated classroom space.

Program Administrator Office - Office space for program administrator and faculty.

Instructional Aids - Skeletal and anatomic models and replicas for dental anatomy. Media resources that depict current techniques. Projection equipment which includes functional dental practice management software and computers. Library resources that include professional journals/periodicals related to dentistry.

A4- EF71: Radiology/~~EFDA-EDDA~~ Cert Dental Assisting

Revised Program Length

2 semesters

Revised Program Description

The Dental Assisting accredited program prepares students for employment in various positions in today's dental offices. The Dental Assisting program provides learning opportunities that introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to upgrade present knowledge and skills or retrain in dental assisting. Graduates of the program receive a Dental Assisting diploma and are eligible to earn the Georgia Expanded Duties certification and may take the Dental Assisting National Board examination.

Revised Occupational Trends

Nationally jobs for Dental Assistants are growing. Regionally and in Georgia, Dental Assistant jobs are growing with the growth expected to continue for the next 10 years. Economic forecasts predict dental assisting jobs in Georgia to increase by 14% between 2018 and 2028; an increase of 1,150 jobs.

Revised Education Programs

Nationally accredited Dental Assisting programs are offered publicly. The American Dental Association Commission on Dental Accreditation accredits diploma programs. Most students complete their training in a year and a half. Regionally, Dental Assisting programs are experiencing increased enrollment.

Revised Actual Job/Career

Dental Assistants sterilize and disinfect instruments and equipment, prepare instrument and material tray setups for each patient procedure, obtain and maintain patient dental records, perform, radiology duties, and perform laboratory duties such as making study models, creating temporary crowns, and polishing removable appliances. During dental procedures, assistants work alongside the dentist to provide assistance. They also instruct patients on postoperative and general oral health care. Dental Assistants may perform expanded duties and radiology duties after meeting Georgia state law requirements.

Revised Salary Trends

Hourly Salary: \$19.21

Annual Salary: \$39,956.80

Revised Occupational Analysis

1. Understand radiation physics.
2. Apply safety techniques for patient and operator.
3. Monitor radiation exposure.

~~Understand radiographic anatomy and interpretation.~~

- ~~1. Mount radiographs.~~
- ~~2. Evaluate radiographs for diagnostic quality.~~

Understand ~~traoral~~ intraoral and ~~xtraoral~~ extraoral radiographic techniques.

1. Expose radiographs using a variety of imaging and stabilization techniques.
2. Expose ~~intraoral and extraoral radiographs~~ dental images.

Quality assurance techniques.

1. ~~Evaluate radiographs for diagnostic quality.~~ Mount and evaluate images for diagnostic quality.
2. Maintain equipment to ~~insure~~ ensure quality assurance.

Perform expanded duties as prescribed by Georgia law.

1. ~~Understand state rules for EFDA.~~ Explain and demonstrate the legal requirements of providing expanded duties in Georgia.
2. Explain procedures related to expanded duties.
3. Clinically demonstrate specified expanded duties.

Assist the dentist utilizing four-handed concepts.

1. Assist dentist with specialty dental procedures.
2. Prepare dental materials.
3. Perform variety of instrument transfers.
4. Maintain clear field of vision including isolation techniques.
5. Assist with clinical diagnostic procedures.

Revised Program Outcomes

1. Obtain a variety of diagnostic intraoral and extraoral radiographs.
2. Practice principals of radiation safety designed to protect the patient and operator.
3. Meet all specified requirements for Georgia Rules and Regulations 290-5-22.04; X-Rays in the Heling Arts to earn ~~state~~ Radiology Certification.
4. Meet all specified requirements for Georgia Rules and Regulations for 150-9-.02; Expanded Duties for Dental Assistant to earn state Expanded Duties (~~EFDA~~) (EDDA) Certification.
5. Students will be eligible to receive EDDA/Radiology certificate upon program graduation.

Revised Program Curriculum

EF71: Radiology/ EFDA EDDA Cert Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours

	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
	DENA 1390	Dental Radiology	75	4
	DENA 1480	Dental Practicum III	30	2
Total Program Hours			255	16

- Overall, the contact hours of the program remained at 255hrs and credit hours remained at 16hrs.

Revised Program Admission Requirements

Minimum Required Age: ~~NA~~ 17

Revised Faculty/Administrative Requirements

Description: Instructor

Type: Full-time

Quantity: 1

Revised Program Resources/Equipment/Facilities

Clinic Facilities - One treatment area per five students enrolled in the program. Each treatment area must contain functional equipment including; power-operated dental chairs, dental units, mobile stools, air and water syringe, adjustable dental light, low and high-speed oral evacuating equipment, and a work surface for the chairside assistant.

Clinic Supplies - Variety of personal protection equipment including; gloves, masks, gowns, safety glasses, and face shields. Variety of disposable supplies including; cotton rolls, 2x2s, patient bibs, cups, barrier supplies, chair covers, HVE and Saliva ejector tips, and cotton-tipped applicators. Variety of anesthetic supplies including; topical anesthetic, anesthetic carpules, needles, aspirating syringes, and needle guards/recapping devices.

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Practicum Sites - Adequate practicum sites with an articulation agreement for each student.

Classroom Space - Dedicated classroom space.

Program Administrator Office - Office space for program administrator and faculty.

Instructional Aids - Skeletal and anatomic models and replicas for dental anatomy. Media resources that depict current techniques. Projection equipment which includes functional dental practice management software and computers. Library resources that include professional journals/periodicals related to dentistry.

A5- DA12: Dental Assisting

Revised Program Description

The Dental Assisting accredited program prepares students for employment in various positions in today's dental offices. The Dental Assisting program provides learning opportunities that introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to upgrade present knowledge and skills or retrain in dental assisting. Graduates of the program receive a Dental Assisting diploma and are eligible to earn the Georgia Expanded Duties certification and may take the Dental Assisting National Board examination.

Revised Occupational Trends

Nationally jobs for Dental Assistants are growing. Regionally and in Georgia, Dental Assistant jobs are growing with the growth expected to continue for the next 10 years. Economic forecasts predict dental assisting jobs in Georgia to increase by 14% between 2018 and 2028; an increase of 1,150 jobs.

Revised Education Programs

Nationally accredited Dental Assisting programs are offered publicly. The American Dental Association Commission on Dental Accreditation accredits diploma programs. Most students complete their training in a year and a half. Regionally, Dental Assisting programs are experiencing increased enrollment.

Revised Actual Job/Career

Dental Assistants sterilize and disinfect instruments and equipment, prepare instrument and material tray setups for each patient procedure, obtain and maintain patient dental records, perform radiology duties, and perform laboratory duties such as making study models, creating temporary crowns, and polishing removable appliances. During dental procedures, assistants work alongside the dentist to provide assistance. They also instruct patients on postoperative and general oral health care. Dental Assistants may perform expanded duties and radiology procedures after meeting Georgia state law requirements.

Revised Salary Trends

Hourly Salary: \$19.21

Annual Salary: \$35,977.00

Revised Occupational Analysis

Set up operator

1. Place ~~dental~~ barriers.
2. Review treatment procedures.
3. ~~Check dental equipment.~~ Select and prepare tray set-ups.

Maintain infection control.

1. Disinfect operator.
2. Sterilize instruments.
3. Dispose of biohazards.

Prepare the patient.

1. Seat ~~and dismiss~~ the patient.
2. Review ~~and update~~ medical ~~and dental health~~ history.
3. Take vital signs.

~~Assist with dental procedures.~~

- ~~1. Take radiographs.~~
- ~~2. Mix materials for procedure.~~
- ~~3. Record dental charting.~~

Assist with front office duties.

1. Assist in ~~filing~~ dental insurance.
2. Assist with billing ~~procedures~~.
3. Assist with scheduling appointments.

Assist the dentist utilizing four-handed concepts.

1. Assist dentist with specialty dental procedures.
2. Prepare dental materials.
3. Perform variety of instrument transfers.
4. Maintain clear field of vision including isolation techniques.
5. Assist with clinical diagnostic procedures.

Dental Anatomy

1. Identify teeth according to their dentition, arch, and tooth number.
2. Identify basic terminology related to oral anatomy.

Assist with preventive dental techniques

1. Provide patients with oral health instruction.
2. Evaluate and discuss the patient's oral health.
3. Describe fluoride agents and delivery methods.
4. Describe dietary considerations for the dental patient.
5. Utilize appropriate fluoride delivery methods.
6. Select appropriate fluoride according to patient needs.

Perform coronal polishing

1. Assemble armamentarium for dental procedures.
2. Select abrasive polishing agents commonly used in coronal polishing.
3. Polishing coronal surfaces of teeth using a slow-speed handpiece.
4. Utilize proper positioning used/ergonomics.

Understand Ethics and Georgia jurisprudence related to coronal polishing

1. Identify the potential risks, indications, and contraindication for coronal polishing.
2. Understand and practice coronal polishing laws according to the current Georgia Board of Dentistry Rule number 150.01.-9Y.
3. Legally perform the coronal polish procedure in a variety of practice settings.
4. Maintain OSHA and CD standards for infection control and job safety.

Revised Program Outcomes

1. Prepare the dental operator for dental procedures.
2. Maintain ~~OSHA standards for~~ infection control and hazard control procedures in accordance with published professional guidelines.
3. Prepare the patient for dental procedures, ~~reviewing~~ take vital signs, review medical history and ~~answering~~ answer questions.
4. ~~Perform four handed dental techniques.~~ Assist with general and/or specialty dental procedures.
5. ~~Perform front office duties file insurance, take payments, schedule appointments.~~ Assist with preventive dental techniques.
6. Obtain a variety of diagnostic intraoral and extraoral radiographs.
7. Practice principles of radiation safety designed to protect the patient and operator.
8. Meet all specified requirements for Georgia Rules and Regulations 290-5- 22.04: X-Rays in the Healing Arts to earn Radiology Certification.
9. Meet all specified requirements for Georgia Rules and Regulations 150-9- .02: Expanded Duties for Dental Assistants to earn state Expanded Duties (EDDA) Certification.
10. Students will be eligible to receive EDDA and Radiology certificates upon program graduation.
11. Legally perform the coronal polish procedure in a variety of practice settings.

Revised Program Curriculum

DA12: Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
<i>English Requirement- 3hrs</i>				
	ENGL 1010	Fundamentals of English I	45	3
OR	ENGL 1005	Applied Technical Communication	45	3
<i>Math Requirement- 3hrs</i>				
	MATH 1012	Foundations of Mathematics	45	3
OR	MATH 1005	Applied Technical Mathematics	45	3
<i>Psychology Requirement-3hrs</i>				

	PSYC 1010	Basic Psychology	45	3
<i>Occupational Course</i>				
<i>Select one of the following courses-3hrs</i>				
	COMP 1000	Introduction to computer Literacy	65	3
<i>OR</i>	MAST 1060	Medical Office Procedures	75	4
<i>Select one of the following courses- 1hr</i>				
<i>Human Anatomy Requirement-1hr</i>				
	ALHS 1011	Structure and Function of the Human Body	75	5
<i>OR</i>	DENA 1010	Basic Human Biology	15	1
	ALHS 1040	Introduction to Healthcare	75	3
	DENA 1050	Microbiology and Infection Control	60	3
	DENA 1080	Dental Anatomy	75 60	5 4
	DENA 1340	Dental Assisting I: General Chairside	135	6
	DENA 1030	Preventive Dentistry	45 15	2 1
	DENA 1070	Oral Pathology and Pharmacology	30	2
	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
	DENA 1390	Dental Radiology	75	4
	DENA 1460	Dental Practicum I	45	1
	DENA 1090	Dental Assisting National Board Examination Preparation	15	1
	DENA 1400	Dental Practice Management	45	2
	DENA 1470	Dental Practicum II	45	1
	DENA 1480	Dental Practicum III	225	5
Total Program Hours			1235 1125	55 50

Revised External Standards

- The Dental Assisting Diploma program must conform to the institutional accreditation requirements of the ~~Council on Occupational Education (COE) or the~~ Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The dental assisting diploma program must be accredited by the Commission on Dental Accreditation (CODA) in order for students to sit for the Dental Assisting Board Examination at the end of the program.

Revised Program Admission Requirements

Minimum Required Age: ~~NA~~ 17

Revised Program Resources/Equipment/Facilities

Clinic Facilities - One treatment area per five students enrolled in the program. Each treatment area must contain functional equipment including; power-operated dental chairs, dental units, mobile stools, air and water syringe, adjustable dental light, low and high-speed oral evacuating equipment, and a work surface for the chairside assistant.

Clinic Supplies - Variety of personal protection equipment including; gloves, masks, gowns, safety glasses, and face shields. Variety of disposable supplies including; cotton rolls, 2x2s, patient bibs, cups, barrier supplies, chair covers, HVE and Saliva ejector tips, and cotton-tipped applicators. Variety of anesthetic supplies including; topical anesthetic, anesthetic carpules, needles, aspirating syringes, and needle guards/recapping devices.

Clinic Instruments and Equipment - Variety of rotary instruments including; high-speed handpieces, low-speed handpieces, laboratory handpieces, carbide burs, surgical burs, diamond burs, lab burs, polishing disks, mandrels, rubber points, prophy angles, and contra-angles. Variety of instruments and supplies including; dental materials, appropriate models, and armamentaria that accommodate students' needs in learning to identify, exchange, and prepare procedural trays and assist in procedures including diagnostic, operative, fixed & removable prosthodontics, surgical, periodontal, orthodontic, endodontic, preventive, patient education, and direct & indirect restorations.

Clinic Sterilization - Designated sterilization and disinfection area which includes; sterilizing units (Autoclaves), cleaning solutions, sterile instrument storage, ultrasonic cleaner with baskets, handpiece cleaner, utility gloves, IMS wrap, sterilization bags, biological monitoring supplies, surface disinfection supplies.

Clinic Radiography - Radiography equipment and supplies area which includes; dental radiography units that meet applicable regulations, radiographic teaching manikins (adult and pediatric), radiographic view boxes or monitors, processing units with darkroom capacity or digital sensor equipment, multiple sets of image receptor holding devices, radiation-monitoring devices, lead aprons with cervical collars for each unit, counter with sink, and dental chair or unit.

Clinic Laboratory - Laboratory facilities and supplies which include; lathes, model trimmers, laboratory handpieces, vibrators, dental materials, instruments, trays, mixing bowls, spatulas, lab knives, sinks, and plaster control devices, adequate ventilation (exhaust), and seated student stations with laboratory stools. Laboratory materials that include; various gypsum products, waxes, acrylics, pumice, and model soap. Miscellaneous equipment that includes; curing lights, intraoral camera, Diagnodent, and cassettes for instruments.

Practicum Sites - Adequate practicum sites with an articulation agreement for each student.

Classroom Space - Dedicated classroom space.

Program Administrator Office - Office space for program administrator and faculty.

Instructional Aids - Skeletal and anatomic models and replicas for dental anatomy. Media resources that depict current techniques. Projection equipment which includes functional dental practice management software and computers. Library resources that include professional journals/periodicals related to dentistry.

A6- DENA 1010: Basic Human Biology

Course remained as is.

A7- DENA 1030: Preventive Dentistry

Revised Course Description

Introduce students to the area of preventive and public health dentistry. Topics include: ~~etiology of dental disease~~; patient education techniques; plaque control techniques; types and use of fluoride; diet analysis for caries control; and dietary considerations for the dental patient.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - DENA 1080: Dental Anatomy remained.
 - DENA 1340: Dental Assisting I: General Chairside remained.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a co-req.
 - DENA 1080: Dental Anatomy remained.
 - DENA 1340: Dental Assisting I: General Chairside remained.

Revised Course Length

	Lecture Contact Time	Regular Lab Type	Regular Lab Contact Time	Other Lab Type	Other Lab Contact Time	Total Contact Hours
Contact Hours per Week	1hrs	Lab	2hrs	N/A	0hrs	3hrs 1hr
Contact Min/Hrs per Semester	750mins		1500mins		0mins	45hrs 15hrs

	Lecture Credit Hours	Lab Credit Hours	Total Credit Hours
Semester Credit Hours	1	1	2 1

Revised Course Length

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Describe implements interdental aids used for mechanical control of bacterial plaque to include: a) floss; b) disclosing agents; c) stimulators; and d) other special aids.	Identify and describe common disease that has manifestations in the mouth.	Provide patients with dental health education and oral hygiene instruction.
	Identify and describe clinical manifestations of the inflammatory process.	Describe factors used to evaluate patient progress to homecare therapy.
	Identify and describe pathological conditions.	Select effective fluoride products and delivery methods based on patient needs.
	Identify and describe degenerative diseases of the oral tissues to include dental hygiene-related problems.	Describe indications for professionally applied topical fluoride agents for caries prevention.
	Provide patient with dental health education presentation on topics to include: a) functions of the primary and permanent teeth and the relationship of the supporting structures; b) function of the gingival and the clinical signs of healthy gingival; c) predisposing factors for gingival diseases; and d) the disease of the periodontium.	Identify the functions, sources, and classifications of the basic nutrients necessary for maintaining good oral health.
	Provide individual instructions.	Describe oral signs of good nutrition.
	Evaluate the patient's progress in and response to home-care therapy.	Describe oral signs of nutritional deficiencies.
	Explain to the patient the relationship of fluoride in controlling caries	Describe the purpose and procedures for a patient dietary assessment.
	Identify the types of fluorides and rinses.	
	Select acceptable effective fluoride products.	
	Describe how carbohydrates and plaque promote caries.	
	Conduct a dietary assessment for a patient.	
	Identify the four food groups and the daily amount needed.	
	Know the source and functions of foods and nutrients in maintaining good health.	
	Recognize food fallacies.	
	Describe the clinical signs of good nutritional status.	
	Identify the functions, sources, RDA, and classifications of carbohydrates.	

	Define fiber; list its function, and food source.	
	Identify the functions, sources, FDA, and classification of fats.	
	Explain the difference between saturated and unsaturated fatty acids, and identify their food sources.	
	Identify the functions, structure, sources, RDA, and classifications of protein.	
	Discuss the general functions and classifications of vitamins.	
	Identify the functions; sources, RDA, and deficiencies of fat and water-soluble vitamins.	
	Identify the function; sources, RDA; and deficiency states of both major and trace minerals.	
	Discuss the function; requirements; movement; and distribution of water in the body.	
	Describe mechanical and chemical digestion.	
	Route the pathway of nutrients and the digestive process that occur in the mouth, stomach, small intestine, and the large intestine.	

A8- DENA 1050: Microbiology and Infection Control

Revised Course Description

Introduces fundamental microbiology and infection control techniques. Topics include: classification, structure, and behavior of pathogenic microbes; mode of disease transmission; **body's** defense and immunity; infectious diseases; and infection control procedures in accordance with CDC recommendations and OSHA guidelines.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - Program Admission remained as is.
 - DENA 1080: Dental Anatomy was added.
 - DENA 1340: Dental Assisting I: General Chairside was added.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select the course listed below as a co-req if applicable to program layout.

- DENA 1080: Dental Anatomy was added.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Identify and discuss specific and nonspecific internal defense mechanisms types of immunity.	Explain the relationship between disease and host resistance.	Explain the concept of the chain of infection.
Differentiate between sanitization, infection, and disinfection and sterilization procedures.	Differentiate between innate and acquired immunity.	Describe the allergic immune response.
Demonstrate cross-contamination and prevention disease transmission prevention methods at chairside by using hygiene and barrier techniques methods with the use of barriers.	Describe the allergic immune response.	Demonstrate proper handwashing techniques.
Demonstrate the appropriate methods of sterilization for dental instruments and supplies disinfection/sterilization and proper storage for dental instruments, equipment and supplies.	Demonstrate the appropriate method of disinfection/sanitization for dental instruments, equipment, and supplies.	Discuss the rationale for recommended vaccinations for dental assistants.
	Store all instruments providing asepsis.	Identify and describe the Centers for Disease Control and American Dental Association guidelines for infection control in the dental office.
	Demonstrate surgical scrub performance techniques.	Describe and demonstrate the use of appropriate PPE for dental procedures.
	Describe the use of vaccination for the prevention of Hepatitis B.	

A9- DENA 1070: Oral Pathology and ~~Therapeutics-Pharmacology~~

Revised Course Description

Focuses on the diseases affecting the oral cavity and pharmacology as it relates to dentistry. Topics include: identification ~~and of the~~ disease process; signs/symptoms of oral diseases and systemic diseases with oral manifestations; developmental abnormalities of oral tissues; basic principles of pharmacology; drugs prescribed by the dental profession; drugs that may contraindicate ~~dental~~ treatment; and applied pharmacology (regulations, dosage, and applications).

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - ALHS 1011: Structure and Function of the Human Body was added.
 - DENA 1010: Basic Human Biology remained as is.
 - DENA 1080: Dental Anatomy remained as is.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
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Describe the signs and symptoms of oral diseases and systemic diseases.	Explain inflammation including clinical appearance and healing processes of the body	Differentiate between acute and chronic infection and inflammation.
Describe systemic diseases that have with oral manifestations influencing the care of the dental patient.	Describe principles of observation.	Identify and describe degenerative diseases of the oral tissues including caries and periodontal conditions.
Recognize Describe the various classifications of drugs and the various routes through which these drugs can be administered.	Discuss and identify the pathologic conditions and developmental disturbances that are manifested in the oral tissues.	Identify drug actions, side effects, indications, and contraindications.
	Discuss basic principles of pharmacology.	Identify the properties of anesthetics.
	Identify and relate to treatment the major drugs used and prescribed by the dental profession.	Identify drugs and agents used to treat dental-related infections.
	Write a prescription dictated by a dentist using recognized forms and symbols.	Discuss drugs commonly used in dentistry.
		Identify symptoms of drug additions including opioids and other substances.
		Recognize the parts of a prescription.
		Describe the pharmacological aspects of nitrous oxide.

A10- DENA 1080: Dental Anatomy

Revised Course Description

Focuses on normal head and neck anatomy and the development and functions of oral anatomy. Topics include: dental anatomy; oral histology; oral embryology; osteology of the skull; muscles of mastication and facial expression; ~~temporal-mandibular~~ temporomandibular joint, blood, lymphatic, nerve supply of the head; and salivary glands and related structures.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - Program Admission remained as is.
 - DENA 1050: Microbiology and Infection Control was added.
 - DENA 1340: Dental Assisting I: Dental Chairside was added.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a co-req.
 - DENA 1050: Microbiology and Infection Control was added.
 - DENA 1340: Dental Assisting I: Dental Chairside was added.

Revised Course Length

	Lecture Contact Time	Regular Lab Type	Regular Lab Contact Time	Other Lab Type	Other Lab Contact Time	Total Contact Hours
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Contact Hours per Week	5hrs 4hrs			N/A	0hrs	5hrs 4hr
Contact Min/Hrs per Semester	3750mins 3000mins				0mins	75hrs 60hrs

	Lecture Credit Hours	Lab Credit Hours	Total Credit Hours
Semester Credit Hours	5 4	0	5 4

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Identify developmental abnormalities in dentin and enamel of the dentition.	Differentiate between occlusal Truman and mesial drift.	
Describe what causes bone resorption resorption and apposition.	Name the structures that form the palate and the weeks the plate fuses.	
Differentiate between the bud stage , cap stage , and bell state stages.		
Identify and label the arterial blood, lymphatic, and nerve supply of the head.		
Identify, label, and describe the function of the following related structures to include: a) hard and soft palate; b) cheek; c) tongue; d) frenums frenula; e) retromolar pad; f) maxillary tuberosity; g) tuberosity; g) lips; h) vestibule; i) tori; and j) the paranasal sinuses.		

A-11 DENA 1090: Dental Assisting National Board Examination Preparation

Revised Course Description

Reviews information concerning all didactic areas tested by the Dental Assisting National Board (DANB). Topics include: collecting and recording clinical data; dental radiography; chairside dental procedures; prevention of disease transmission; patient education and oral health management; office management procedures; and ~~test-taking skills~~ management of medical emergencies.

Revised Pre-Requisites

- Program Instructor Approval was removed.
- DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Review radiographic films images for errors.	Identify test taking skills that help reduce stress.	Identify how to manage medical conditions and/or emergencies.
Describe the procedure for processing for radiographic films.	Identify test strategies suggested to aid in minimizing anxiety.	Identify measures used to avoid drug-induced and/or drug interaction emergencies.
	Identify strategies to maximize performance.	Identify medical conditions that can lead to medical emergencies during dental care.

	Mock certification exam.	
	Demonstrate test taking skills on a mock board examination.	

A12- DENA 1340: Dental Assisting I: General Chairside

Revised Course Description

Introduces **students** to ethics and jurisprudence for the dental assistant and to chair-side assisting with diagnostic and operative procedures. Topics include: ethics and jurisprudence in the dental office; four-handed dentistry techniques; clinical data collection techniques; introduction to operative dentistry; dental **materials basics; medical emergencies in the dental office and medically compromised patients-** and medical and dental emergencies.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - Program Admission remained as is.
 - DENA 1050: Microbiology and Infection Control remained.
 - DENA 1080: Dental Anatomy remained.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a co-req.
 - DENA 1050: Microbiology and Infection Control remained.
 - DENA 1080: Dental Anatomy remained.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Describe Demonstrate knowledge the basic physical of the properties of dental materials.	Display self respect.	
	Maintain personal integrity and integrity in relationships.	Understand educational and/or certification requirements for performing all dental assisting duties as required by the State Dental Practice Act.
	Meet educational and/or experience requirement for performing all functions.	Demonstrate competence in the knowledge of HIPAA practices, business ethics and jurisprudence.
		Demonstrate competence in the use and manipulation of dental materials.
	Understand HIPPA regulations	Select and prepare materials appropriate for diagnostic and operative dentistry.
	Discuss the development of modern dentistry concepts.	Obtain preliminary impression.
	Apply four-handed dentistry concepts in all treatment procedures.	Identify and respond to medical emergencies in the dental office.

	Obtain and record patient's medical and dental history using both interviews and written questionnaires.	Implement techniques for the prevention of medical emergencies in the dental office.
	Prepare for, assist with, and/or perform the collection of diagnostic data.	Describe management techniques and precautions for patients with special needs whose medical, physical, psychological, or social conditions make it necessary to modify normal dental routines.
		Identify and respond to dental emergencies.
	Use the concepts and techniques of four-handed dentistry and apply these to operative dentistry procedures.	Take/review and record medication and dental histories.
	Prepare appropriate treatment trays with armamentarium in sequence of use.	Take and record vital signs.
		Assist with and/or perform soft tissue extra/intraoral examinations.
	Select and prepare materials appropriate for operative dentistry.	Assist with and/or perform dental charting.
		Maintain accurate patient treatment records.
	Prepare specific types of materials as they relate to diagnostic and operative procedures.	
		Seat and dismiss patients.
		Select and prepare tray set-ups and all necessary armamentarium for operative procedures.
		Operate oral evacuation devices and air/water syringe.
		Assist with and/or apply topical anesthetic.
		Prepare armamentarium and assist with the administration of local anesthetics.
		Maintain clear field of vision including isolation techniques.
		Perform a variety of instrument transfers.
		Assist with and/or place and remove matrix retainers, matrix bands, and wedges.
		Prepare materials and assist with direct permanent restorations.
		Utilize appropriate chairside assistant ergonomics.

A- DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills
Revised Course Description

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; **endodontic** procedures and expanded duties approved by law for performance by dental assistants in the state of Georgia. **Students** will pass a comprehensive examination and successfully perform all required clinical skills to receive EDDA certification.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Apply the concepts of four-handed dentistry when assisting in with pediatric dentistry procedures .	Prepare appropriate treatment trays with armamentarium in sequence of use.	Select and prepare tray set-ups and all necessary armamentarium and materials for prosthodontic procedures.
Select and prepare tray set-ups and all necessary armamentarium for periodontic specialty procedures .	Select and prepare materials appropriate for prosthodontic procedures.	Prepare and/or mix materials for obtaining a final impression.
Apply the concepts of four-handed dentistry when assisting with periodontic specialty procedures .	Change bleaching agent during in-office bleaching procedure.	Fabricate custom trays.
Select and prepare tray set-ups and all necessary armamentarium for oral and maxillofacial specialty procedures .	Fabricate custom bleaching trays for take home use.	Assist with and/or apply desensitizing agents.
Apply the concepts of four-handed dentistry when assisting with oral and maxillofacial specialty procedures .	Apply desensitizing agents to root surfaces.	Apply primer and bonding agents to etched enamel or dentin.
Select and prepare tray set-ups and all necessary armamentarium for endodontic specialty procedures .	Apply topical anticariogenic agents.	Place and/or remove retraction cord.
Apply the concepts of four-handed dentistry when assisting with endodontic specialty procedures .	Fabricate intraoral provisional crowns and bridges.	Assist with and/or fabricate, place, and remove temporary crown and/or bridge.
Explain and demonstrate the legal requirements of providing expanded duties by a dental assistant in the state of Georgia including: surgical dressings, fluoride, bases, liners, desensitizers, dentin bonding, pit and fissure sealants, provisional crowns and/or bridges, alginate impressions for denture repair , nitrous oxide monitoring, facebow, retraction cord placement, and in-office bleaching and retraction placement .	Apply and remove retraction cord.	Assist and/or remove excess cement or bonding agent.
Provide the patient with oral and/or written pre- and post-treatment instructions for pediatric dentistry procedures .	Assist with and/or perform the taking of face bow records.	Select appropriate abrasive agents used to perform coronal polishing in preparation for restorative procedures.
	Fabricate alginate impressions to be used to repair a damaged prosthesis and fabricate a night guard.	Select appropriate abrasive agents used to clean and polish a removable dental appliance.
	Prepare appropriate treatment trays with armamentarium in sequence of use.	Select and prepare tray set-ups and all necessary armamentarium for orthodontic procedures.

	Select and prepare materials appropriate for orthodontic procedures.	Fabricate study casts and occlusal registrations.
	Rebound brackets after a licensed dentist has examined the affected tooth and surrounding gingiva and found no evidence of pathology.	Select and prepare tray set-ups and all necessary armamentarium for pediatric procedures.
	Apply pit and fissure sealants.	Assist with and/or apply fluoride agents.
	Select and prepare materials appropriate for pediatric dentistry.	Perform pit and fissure sealant application.
	Remove bonded brackets with hand instruments only.	Place and remove a periodontal dressing.
	Make impressions for passive orthodontic appliances.	Provide the patient with oral and/or written pre- and post-treatment instructions for periodontic procedures.
	Prepare appropriate treatment trays with armamentarium in sequence of use.	Perform monitoring and/or assist with the administration of Nitrous Oxide-Oxygen analgesia.
	Assist with, mix, change, and/or remove periodontal surgical dressings.	Redress a dry socket following initial placement by the dentist.
	Assist with and/or monitor the administration of nitrous oxide/oxygen analgesia.	Remove sutures.
	Redress and remove dressings from patient with alveolitis.	Provide the patient with oral and/or written pre- and post-treatment instructions for oral and maxillofacial surgery procedures.
		Assist with and/or place and remove rubber dam.
		Provide the patient with oral and/or written pre- and post-treatment instructions for endodontic procedures.
		Select and prepare tray set-ups and all necessary armamentarium for whitening procedures.
		Fabricate a custom whitening tray using thermoplastic resin.
		Describe in-office whitening procedures.
		Provide the patient with oral and/or written pre- and post-treatment instructions for dental whitening.

A- DENA 1390: Dental Radiology

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Apply the principles of radiation protection and health physics and	Mount radiographs.	Demonstrate competence in mounting dental images.

hazards in the operation and maintenance of radiographic equipment- health techniques.		
Adjust voltage, amperage, and timer on the x-ray machine.	Evaluate radiographs for diagnostic quality.	Identify anatomical landmarks and pathologies on intraoral and extraoral images.
Explain the concepts of digital radiography.	Expose occlusal radiographs.	Expose diagnostically acceptable full mouth dental images surveys.
Perform Describe patient management techniques related to dental radiography.	Expose extraoral radiographs.	Expose a diagnostically acceptable panoramic image.
Prepare radiographic solutions for manual and automatic processors processing radiographic images.	Expose panoramic image.	Demonstrate processing procedures.
Evaluate radiographs for processing errors and technique errors.	Process exposed intra- and extraoral dental radiographs by use of manual and mechanical techniques.	Describe appropriate quality assurance techniques for dental imaging.

A- DENA 1400: Dental Practice Management

Revised Course Description

Emphasizes procedures for office management in dental practices, **utilizing basic computer skills and dental practice management software**. Topics include: oral and written communication; records management; appointment control; dental insurance form preparation; accounting procedures; supply and inventory control; employability skills and basic computer skills. A computer lab provides basic skills in computer use and utilization of these skills to perform office procedures on a microcomputer.

Revised Pre-Requisites

- COMP 1000: Introduction to Computer Literacy was removed.
- DENA 1340: Dental Assisting I: General Chairside remained.

Revised Course Length

	Lecture Contact Time	Regular Lab Type	Regular Lab Contact Time	Other Lab Type	Other Lab Contact Time	Total Contact Hours
Contact Hours per Week	1 hrs 2hrs	Lab	2 hrs	N/A	0hrs	3 hrs 2hr
Contact Min/Hrs per Semester	750 mins 1500mins		1500 mins		0mins	45 hrs 30hrs

	Lecture Credit Hours	Lab Credit Hours	Total Credit Hours
Semester Credit Hours	1 2	1 0	2

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
	Communicate effectively and establish a good working relationship with patients and with other members of the dental health care team.	Use basic computer and dental software to prepare business oral and written communication for dental practice.

	Utilize effective telephone techniques.	Utilize basic computer and dental software for maintenance and retention of business records.
	Prepare business correspondence.	Describe the appropriate management of patient information.
	Establish and maintain an effective appointment control system.	Utilize basic computer skills and dental practice management software to establish and maintain an effective and productive appointment control system.
	Present case presentations to patients and set up payments systems.	Utilize basic computer skills and dental practice management software to establish and maintain an effective and productive recall system.
	Perform general office procedures.	Utilize basic computer skills and dental practice management software to prepare dental insurance forms.
	Maintain a filing system for patient and practice records.	Understand ADA standardized coding system and apply to insurance form preparation.
	Prepare insurance forms.	Explain the purpose and types of dental insurance.
	Establish and maintain an effective appointment control system.	Explain accounts receivable as it pertains to financial transactions related to collecting fees for services.
	General knowledge of Dental Office Accounting Procedures: manage telephones, control appointments, perform financial transactions, complete insurance/reimbursement forms, maintain supply inventory, manage recall systems, operate business equipment to include computers	Discuss accounts payable and accounts receivable.
	Maintain and control supplies through an inventory control system.	Discuss the management of inventory systems and supply ordering.
	Order and purchase supplies.	Explain the components of the dental supply budget.
		Discuss the record-keeping necessary for repairing and maintaining dental equipment.
	Prepare an application form accurately.	Utilize basic computer skills and word processing software to create a résumé and cover letter.
	Write a resume.	Describe the preparation and demeanor needed for a successful interview.
	Participate in an interview.	Describe attributes necessary for achieving career objectives.

	Use basic computer skills for performing front office procedures utilizing dental practice management software.	
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A- DENA 1460: Dental Practicum I

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - DENA 1050: Microbiology and Infection Control remained.
 - DENA 1340: Dental Assisting I: Dental Chairside remained.
 - DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills was removed.
 - DENA 1390: Dental Radiology was removed.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select the co-req listed below.
 - DENA 1340: Dental Assisting I: Dental Chairside remained.
 - DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills was removed.
 - DENA 1390: Dental Radiology was removed.

A- DENA 1470: Dental Practicum II

Revised Course Description

Practicum focuses on **demonstrating the progression of chairside assisting in advanced general dentistry dental procedures and/or dental specialty procedures.** ~~chairside in dental specialties with special emphasis on nonsurgical specialties.~~ Topics include: advanced general dentistry and specialties.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills was added.
 - DENA 1460: Dental Practicum I remained.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a co-req.
 - DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills was added.
 - DENA 1460: Dental Practicum I remained.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
	Prepare, expose, process, and evaluate radiographs using prescribed techniques.	Apply concepts of four-handed dentistry to assist with specialty dental procedures.

A- DENA 1480: Dental Practicum III

Revised Course Description

~~Practicum continues to focus on assisting chairside with advanced general dentistry procedures with emphasis on dental office management, preventive dentistry, and expanded functions. Topics include: advanced general dentistry procedures; preventive dentistry; dental office management; expanded functions; chairside in specialties; and management of dental office emergencies.~~

Practicum continues to focus on demonstrating the progression of chairside assisting with general and specialty procedures. Topics include: general dentistry; specialty procedures; preventive dentistry; expand duties; and radiography techniques.

Revised Pre-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a pre-req.
 - DENA 1460: Dental Practicum I remained.
 - DENA 1470: Dental Practicum II remained.

Revised Co-Requisites

- In order to clarify the flexibility of the programmatic admission requirements determined by each program, the following disclaimer was provided,
 - Contingent to the program layout determined by each college, programs can select one or more of the listed courses as a co-req.
 - DENA 1460: Dental Practicum I remained.
 - DENA 1470: Dental Practicum II remained.

Revised Learning Outcomes

Revised Learning Outcomes	Deleted Learning Outcomes	Added Learning Outcomes
Anticipate and prepare tray set-ups and all necessary armamentarium for advanced general dentistry procedures.	Explain the etiology and prevention of dental diseases.	Utilize patient management techniques.
Apply concepts of four-handed dentistry to assist with advanced general dentistry procedures.	Interact effectively with patients and members of the dental health care team.	Expose dental images using prescribed techniques.
Perform expanded functions duties that are recognized by the State Dental Practice Act, as delegated by the supervising dentist.	Use office equipment.	Evaluate dental images for quality control purposes.
Utilize patient management techniques .	Maintain records.	
	Manage incoming and outgoing mail.	
	Manage accounts receivable and accounts payable records.	