AC 111: Dental Assistant (900 Hours)

The Dental Assisting program prepares students to perform both administrative and clinical duties under the direction of an on deontologist. Students will be trained in a broad range of skills that are essential to a career in a dental setting - including administrative tasks and clinical duties. This program will focus on dental practices and procedures, preventive dentistry, chair side and dental assisting application. The program will also prepare students to work as dental assistant. A 300-hour internship is required upon completion of the coursework.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Hours</th>
<th>&quot;T&quot;, &quot;S&quot;, or &quot;I&quot; (see below)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDA 101 Dental Science</td>
<td>60</td>
<td>T</td>
</tr>
<tr>
<td>CDA 102 Communication and Behavior in Dental Office</td>
<td>30</td>
<td>T</td>
</tr>
<tr>
<td>CDA 103 Preventive Dentistry</td>
<td>30</td>
<td>T</td>
</tr>
<tr>
<td>CDA 104 Dental Science</td>
<td>60</td>
<td>T</td>
</tr>
<tr>
<td>CDA 105 Dental Materials</td>
<td>45</td>
<td>T</td>
</tr>
<tr>
<td>CDA 105 Dental Materials</td>
<td>30</td>
<td>S</td>
</tr>
<tr>
<td>CDA 106 Chair side Assisting</td>
<td>45</td>
<td>T</td>
</tr>
<tr>
<td>CDA 106 Chair side Assisting</td>
<td>30</td>
<td>S</td>
</tr>
<tr>
<td>CDA 107 Dental Radiology-I</td>
<td>30</td>
<td>T</td>
</tr>
<tr>
<td>CDA 107 Dental Radiology-I</td>
<td>30</td>
<td>S</td>
</tr>
<tr>
<td>CDA 108 Dental Radiology-II</td>
<td>30</td>
<td>T</td>
</tr>
<tr>
<td>CDA 108 Dental Radiology-II</td>
<td>30</td>
<td>S</td>
</tr>
<tr>
<td>CDA 109 Dental Assisting Applications</td>
<td>60</td>
<td>T</td>
</tr>
<tr>
<td>CDA 109 Dental Assisting Applications</td>
<td>30</td>
<td>S</td>
</tr>
<tr>
<td>CDA 110 Dental Office Management</td>
<td>45</td>
<td>T</td>
</tr>
<tr>
<td>CDA 111 Seminar</td>
<td>15</td>
<td>T</td>
</tr>
<tr>
<td>CDA 112 Internship</td>
<td>300</td>
<td>I</td>
</tr>
</tbody>
</table>

Total Hours: 900

"T" for Theory, "S" for Skill & "I" Internship

<table>
<thead>
<tr>
<th>Program</th>
<th>Duration (Hours)</th>
<th>Reg. Fee</th>
<th>Books &amp; Supplies</th>
<th>Tuition</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dental Assistant Incl. 300 hours Externship</td>
<td>900</td>
<td>*$ 100.00</td>
<td>$ 1200.00</td>
<td>$ 14,200.00</td>
<td>$ 15,500.00</td>
</tr>
</tbody>
</table>
COURSE DESCRIPTIONS:

**CDA 101 DENTAL SCIENCE**  
(60 hours)  
This course is designed to introduce the student to the basic study of the structures and functions of the oral cavity. Emphasis is placed on the dental anatomy, terminology and disease can affect the oral cavity  
Prerequisite: None

**CDA 102 COMM. & BEHAVIOR IN DENTAL OFFICE**  
(30 hours)  
This course is designed to introduce the students to have effective communication with patients and colleagues. In this course students learn about the 5 C's of communication and communication barriers. In addition, this course will cover the Maslow's hierarchy and human behavior.  
Prerequisite: None

**CDA 103 PREVENTATIVE DENTISTRY**  
(30 hours)  
This course is designed to introduce the student’s preventative dentistry. In this course the student will study preventive measure to reduce gingivitis, plaque and other oral disease. Emphasis is placed on the tooth brushing techniques and personal oral hygiene  
Prerequisite: None

**CDA 104 DENTAL SCIENCE-II**  
(60 hours)  
This course is designed to introduce the student to the basic study of the structures and functions of the human body. Emphasis is placed on the major organs in each of the systems presented, their functions and the diseases associated with them. Emphasis is placed on head and neck anatomy.  
Prerequisite: None

**CDA 105 DENTAL MATERIALS (THEORY):**  
(45 hours)  
This course is designed to introduce the theory of using dental material such as laboratory equipment, dental adhesive, varnishes, cavity liner and cements. Emphasis is placed on ADA guidelines and procedures.  
Prerequisite: None

**CDA 105 DENTAL MATERIALS (PRACTICAL):**  
(30 hours)  
This course is designed to introduce the practical of the course.  
Prerequisite: None

**CDA 106 CHAIRSIDE ASSISTING (THEORY):**  
(45 hours)  
This course is designed to identify appropriate armamentarium for the designated dental theory; also student learn infection and hazard control protocol for a dental office setting; and competencies in specific pre-clinical chair side assisting techniques.  
Prerequisite: None

**CDA 106 CHAIRSIDE ASSISTING (PRACTICAL):**  
(30 hours)  
This course is designed to identify appropriate armamentarium for the designated dental skill; also student learn infection and hazard control protocol for a dental office setting; and competencies in specific pre-clinical chair side assisting techniques.  
Prerequisite: None

**CDA 107 DENTAL RADIOLOGY-I (THEORY):**  
(30 hours)
This course is designed on learning the theory and principles of radiology techniques, physics, and radiation health and safety.
Prerequisite: None

**CDA 107 DENTAL RADIOLOGY-I (PRACTICAL):**  
(30 hours)  
This course is designed on learning the theory and principles of radiology techniques, physics, and radiation health and safety. Emphasis is placed on processing and mounting radiographs; and demonstrate competency in quality assurance.
Prerequisite: None

**CDA 108 DENTAL RADIOLOGY-II (THEORY):**  
(30 hours)  
This course is designed to perform advanced coursework to enhance radiographic techniques.
Prerequisite: None

**CDA 108 DENTAL RADIOLOGY-II (PRACTICAL):**  
(30 hours)  
Emphasis is placed on processing and mounting radiographs; and demonstrate competency in exposing, processing, and mounting radiographs in a clinical setting.
Prerequisite: None

**CDA 109 DENTAL ASSISTING APPLICATIONS (THEORY):**  
(60 hours)  
This course is designed on mastering in assembling the appropriate armamentarium for designated dental specialty procedures including standard precaution.
Prerequisite: None

**CDA 109 DENTAL ASSISTING APPLICATIONS (PRACTICAL):**  
(30 hours)  
This course is designed to introduce the practical of the course.
Prerequisite: None

**CDA 110 DENTAL OFFICE MANAGEMENT:**  
(45 hours)  
This course is designed on learning the use of computers to process dental information and interpret and practice dental management skill.
Prerequisite: None

**CDA 111 SEMINAR:**  
(15 hours)  
This course is designed for students to explain and evaluate problem situations from case studies in the clinical phase of the program, and formulate conclusions to topics presented periodically.
Prerequisite: None

**CDA 112 INTERNSHIP:**  
(300 hours)  
Upon completion of the medical assistant coursework, student will complete 300 hours internship program designed to provide the experience in the competencies necessary for employment in a dental office.