

University of Nevada at Las Vegas

School of Dental Medicine

Course Syllabus

DEN 7340 DSIII General Clinic

Credit Hours: 9hrs per semester

Contact Hours: 96

Starting Year/Semester: 3 / 1**Ending Year / Semester:** 3 / 3**Spring 2017- DEN 7340****1) General Information**

- a. **Department:** Clinical Sciences
- b. **Designation:** Clinical
- c. **Type:** Required
- d. **Day and Time:** Monday, Tuesday, Wednesday, Thursday, Friday AM (9-11:30pm) and PM (2-4:30pm)
- e. **Note:** Specialty clinics and rotations begin at 1 PM on all afternoons
- f. **Location:** SDM Team Clinics and approved affiliate clinics

2) Course Description

The course will provide experiences and instruction of initial screening, diagnosis, and treatment of patients in the general dentistry clinic.

Prerequisites: A passing grade or better in all pre-clinical laboratory courses, pre-clinical competencies, DEN 7240.

3) Learning Resources

All clinic manuals

Various additional current Full and Part Time Faculty will be involved with teaching and evaluation in this course as needed.

All clinical & pre-clinical courses manuals and syllabi

Other instructional materials, such as Texts in Vital Sources Tech

5) Course Goals & Objectives

Online research & library sites, including Pub-Med, Lexi-comp, etc.

Goals: At the conclusion of this course, the dental student will be able to provide aspects of initial screening, diagnosis, treatment planning and various disciplines of treatment of patients in the general dentistry clinic. This care would be cognizant of state and federal mandates, and would include entering patient data via electronic record.

Objectives: At the conclusion of this course, the dental student will be able to apply principles and techniques of general dentistry in patient care with respect to diagnosis and treatment of various patient populations, including pediatric, teen, adult and geriatric.

6) Purpose

This course supports all UNLV School of Dental Medicine clinical competencies.

This course contributes to the following 13 UNLV SDM Competencies:

1. *Develop principles of ethical reasoning and professional responsibility as they pertain to the academic environment, patient care, practice management, and research*
2. *Demonstrate self-assessment, critical thinking, and problem-solving skills related to the comprehensive care of patients*
3. *Promote oral and systemic health of patients within private practice and within the community*
4. *Assess, diagnose, and perform treatment planning for individual patients of all ages*
5. *Treat or manage periodontal and peri-implant tissues*
6. *Restore defective teeth to form, function, and acceptable esthetics*
7. *Replace missing teeth to form, function, and acceptable esthetics*
8. *Treat or manage pulpal and periradicular disorders*
9. *Treat or manage oral mucosal, bone, and temporomandibular disorders*
10. *Perform uncomplicated oral hard and soft tissue surgical procedures*
11. *Diagnose and manage malocclusion and occlusal disorders*
12. *Treat or manage orofacial pain and anxiety*
13. *Recognize, prevent, diagnose, and treat or manage dental and medical emergencies encountered in dental practice*

This course contributes to the following CODA Competencies:

- 2-18 Graduates must be competent in evaluating different models of oral health care management and delivery.
- 2-19 Graduates must understand the basic principles and philosophies of practice management, and have the skills to function successfully as the leader of the oral health care team.
- 2-20 Graduates must be competent in applying ethical, legal and regulatory concepts to the provision and/or support of oral health care services.
- 2-21 Graduates must be competent in the application of the principles of ethical reasoning and professional responsibility as they pertain to patient care and practice management.
- 2-22 Graduates must recognize the role of lifelong learning and self-assessment in maintaining competency.
- 2-23 Graduates must be competent in the use of critical thinking and problem solving related to the comprehensive care of patients.
- 2-24 Graduates must be competent in the use of information technology resources in contemporary dental practice.
- 2-25 At a minimum, graduates must be competent in providing oral health care within the scope of general dentistry, as defined by the school, for the child, adolescent, adult, and geriatric patient, including: (address separately)
- a. patient assessment and diagnosis;
 - b. comprehensive treatment planning;
 - c. health promotion and disease prevention;
 - d. informed consent;
 - e. anesthesia, pain and anxiety control;
 - f. restoration of teeth;
 - g. replacement of teeth;
 - h. periodontal therapy;
 - i. pulpal therapy;
 - j. oral mucosal disorders;
 - k. hard and soft tissue surgery;
 - l. dental emergencies;
 - m. malocclusion and space management; and
- 2-26 Graduates must be competent in assessing the treatment needs of patients with special needs.

2-27 Graduates must be competent in providing appropriate life support measures for medical emergencies that may be encountered in dental practice.

7) Evaluation Methods Overview

Students will be evaluated by TEAM faculty at mid-semester and the end of each semester. Students will also be evaluated by faculty as each procedure is performed. Course grading will be based on competency progress, participation in clinic, breath of clinical procedures and knowledge, clinical production, quality of work performed, management of assigned patient pool, professionalism during clinic sessions with faculty/staff/and patients, and evaluation by team.

Students are NOT allowed to switch rotations. If a student doesn't show to their scheduled rotation it will be marked as an "unexcused absence". Only excused absences approved by the team leader/course director (with notice to Dr. Ancajas) will be accepted. All appointment requests during rotations will and should be denied. If the student can't attend a scheduled rotation and has filled out a "leave of absence form" and its approved the Team Office will let the department know but will not send a replacement student.

If a student receives a failing course grade, the team leader/course director and the Student Progress committee will determine if remediation will be allowed. If successfully remediated, the maximum remedial grade will be a C. If remediation is not permitted, a failing course grade may require repeat of the course, repeat of the year, or dismissal.

The following grading scale is standard for all UNLV School of Dental Medicine clinical courses.

90-100	A
80- 89.99	B
70- 79.99	C
0- 69.99	F

The grades are calculated as follows:

1. 40% production points (see scale below)
2. 60% clinical course evaluation, by Team Faculty. This is based on daily clinical performance, interaction with faculty, students, staff and patients and the criteria below under clinical course evaluation (Preparedness, Knowledge, Patient Management Technical Skills and Overall Performance).
3. Completion of a minimum accumulation of 4~5 clinical competencies to PASS level is recommended per semester. NOTE; by completion of the DS3 year (end of Summer Semester DS3 Year), 15 clinical competencies MUST BE COMPLETED to PASS level and must include the following 6 competencies – SRP, Class II Amalgam, Class II Composite, Class III Composite, Perio Re-Evaluation (4380) and Implant Work Up (9450).

4. Attendance: 2 or more unexcused absences (clinical session or any part thereof) from clinic will result in a lower clinical course grade. Also in accordance to the current Student Handbook (B. Policies and Responsibilities, Section 1. Attendance and Leave of Absence, Absences for pre-doctoral students for employment interviews and for post-doctoral residency interviews will be limited to a total of ten (10) days an academic year and approval will be dependent on academic progress.

**A failure in any one of section of the grading areas 1-4 is grounds for awarding a failing grade for the course.*

The following is a clarification of the above scale.

1. Production: DS3 Production is based to the points earned during the semester. Total points may be removed for work not deemed clinically acceptable by covering faculty. Partial or total points may be removed for work performed while not adequately following infection control procedures or clinical operating procedures. Demonstrations do not qualify for points. (See attached points schedule). A required minimum production point value per semester** translates into the following production grade (40% of final grade):

Semester Clinical Production Points	Production Grade
4000 points and over	100
3400 points	90
2800 points	80
2200 points	70
2199 points or below	69 or below

***Point value may change (increase/decrease) during semester. You will be notified if change is necessary. A production grade of less than 70 may result in a failing grade*

2. Clinical Course Evaluation, by Team Faculty is 60% of the course grade. Satisfactory performance by students would be achievement of 42 points out of 60 clinical course evaluation points. Clinical course evaluation is based on the following:

	Exceeds Expectations	Meets Expectations	Does Not Meet Expectations
1. Prepared:			
a) Presents in clinic with authorized treatment plan, updates, consents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Student is prepared for procedure and contingencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Radiographs displayed, instrumentation and materials present,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Mounted study casts/wax-ups/trays/lab work present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Maintains a neat and orderly working environment throughout the entire clinical procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

2. Learning:			
a) Demonstrates knowledge of procedure steps and protocols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Seeks appropriate guidance as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

c) Self assessment directed towards self-improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Progresses through experiences to gain competency proficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Understands and integrates biomedical information and Clinical concepts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

3. Patient management:			
a) Communicates well with patients which promotes understanding and patient acceptance of treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Patients schedule and pay for treatment visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Uses clinic time effectively; fills cancellations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Sees all patients < 30 days; completes treatment and recall appointments in a timely manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Current on paperwork requirements: chart audits, treatment notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Uses vertical team and intra-team referrals to accomplish total patient care and to assist other students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Follows treatment sequencing to assure timely delivery of care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

4. Professional Demeanor:			
a) Is polite to patients, staff & faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Communicates well with patients, staff & faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Handles adversity well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Places patients before requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Willingly assists team members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Complies with UNLV SDM Code of Professional Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

5. Technical Skills:			
g) Can identify, and safely remove caries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Can design prep to hold restorative material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Handles adversity well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Overall Performance (Above, At or Below Grade Level)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

Note: Patient load should be maintained between 15-20 patients; but not extend beyond 25 patients. Any patient loads above 25 will result in losing the right to gain new patients, which in turn can result in a lower Clinical Course Evaluation grade.

Clinical Software Grading Scale/Evaluation Card

- Y, Needs Improvement, Does Not Meet Expectations, Clinically Unacceptable: The student has not produced a clinically acceptable result in all or part of the procedure. May require faculty intervention to insure adequacy of the procedure. The lack of knowledge and ability on the part of the student may necessitate faculty intervention, the reappointment of the patient for continuation or a repetition of the care. Students identified as

needing improvement may be required to practice on typodonts, undergo clinical retraining or clinical reassignment, etc.

- No grade entered, Meets Expectations, Pass – Pass at grade level: The student demonstrates understanding and preparation for the procedure to be performed. The student produces a clinically acceptable result at the expected level of knowledge and experience. This does not preclude supervising faculty from offering suggestions or answering questions during the procedure. Faculty may demonstrate new approaches or modifications to the core knowledge expected during the procedure.
- E - Exceptional: The student demonstrates understanding and preparation for the procedure to be performed. The student produces a clinically outstanding result beyond the expected level of knowledge and experience. This does not preclude supervising faculty from offering suggestions or answering questions during the procedure.
- Intramural educational activities: These activities occur on campus under the clinical software system. Credit for experiences (if the procedure has no steps), and points are awarded. If procedure is a multistep procedure with multiple operators doing each step then only points are awarded and not experiences.
- Extramural educational activities: These activities occur off campus and are not performed under the clinical software system. No credit for experiences, points and/or competencies is awarded.
- Students may be placed on Clinic Retraining or Reassignment. Retraining indicates that a deficiency is observed and may require written paper, additional training, etc in order to improve. Reassignment indicates that the student will be removed from the clinic and from treating patients until behavior/skill has improved. Both may negatively affect the overall clinic evaluation.

3. Competencies: All competencies require proof of at least the stated minimum number of experiences prior to the attempt to take the exam – generally five. Only experiences that have been completed in the students assigned team or in specialty areas where the student has completed all steps of the procedure are awarded. Experiences obtained during the DS2 Clinic Course will be carried over to the DS3 year. Approval for attempting competencies must be given by the Mentor or Team Leader, or their designee, before the competency patient will be scheduled. All competency patients will be scheduled with full-time faculty. Covering Full Time Faculty must designate remedial process or activity prior to re-challenge of competency after receiving any “clinically unacceptable” result. Such challenge(s) beyond the first

challenge toward competency requires approval by the team leader (or their designee).

4. Attendance: 2 or more unexcused absences (clinical session or any part thereof) from clinic will result in a lower clinical course grade. Points will be deducted from the final course grade for each unexcused absence over 1 absence. See table below for **examples** of deductions:

Unexcused Absences	Points Removed
0-1	0
2	2
3	4
4	6
5	8
6	10
7	12
8	14
9	16
10+	40

Instructional Sessions

Students will be scheduled in clinic based on the posted clinic schedule and rotations, also available in AxiUm scheduler, for them to view, only exception where student are not to attend clinic are scheduled holidays or mandatory school events.

8) Course Policies/Protocols and Procedures

Students must arrive at the clinic location dressed in the appropriate class color and in accordance with the standards stated in handbook. For general course policies see the UNLV School of Dental Medicine Student Handbook. Students must adhere to clinical policies as stated in the most current version of UNLV School of Dental Medicine Clinic Operating Manual and the UNLV School of Dental Medicine Clinical Procedure Manual.

Students who need other special accommodations must be registered with and make arrangements through the Disability Resource Center (895-0866) and properly notify UNLV SDM Associate Dean of Student Affairs as stated in the UNLV SDM Student Handbook. See Section 10 below.

Attendance Policy Requirements:

- 1. It is expected that each student will have 100% clinical time utilization.** Students with cancellations or no-shows will seek to treat emergency patients, TEAM emergencies, assisting, practice on

typodonts, complete lab work or assist treat in specialty areas. Excused absences are those defined in the Student Handbook, such as illness, approved travel to represent SDM at a national meeting, pre-approved enrichment activities, and limited graduate school interviews. These approved absences may not occur when it would be necessary to cancel patients within 14 days of the date of request.

2. If a student must leave their Team clinic, they are required to leave a cell phone number, or specific clinic location, with the coordinator. The coordinator is the final authority in the assignment of students to care for patients. Any of the following will be interpreted as an unexcused absence with equal penalties as defined previously. Attendance: failure to respond to coordinator within 5 minutes, failure to return to clinic within 10 minutes upon request by clinic staff or faculty, failure to sign in on the clinic sheet as to whereabouts, failure to arrive for patient appointment, arrival of two patients for same appointment time due to student self-scheduling, or when a student cancels a patient on his/her own initiative without a valid reason (illness, lab work not returned from the dental laboratory, etc.)

UNIVERSITY WIDE POLICIES/PROCEDURES

Academic Misconduct—(Please note that this is addressed in the 2016-2017 SDM Student Manual.) Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the *Student Academic Misconduct Policy* (approved December 9, 2005) located at: <https://www.unlv.edu/studentconduct/student-conduct>.

Copyright—The University requires all members of the University Community to familiarize themselves **with** and to follow copyright and fair use requirements. **You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws.** Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: <http://www.unlv.edu/provost/copyright>.

Disability Resource Center (DRC)—The UNLV Disability Resource Center (SSC-A 143, <http://drc.unlv.edu/>, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the

accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Religious Holidays Policy—Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the **instructor within the first 14 calendar days of the course for fall and spring courses (excepting modular courses), or within the first 7 calendar days of the course for summer and modular courses**, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: <http://catalog.unlv.edu/content.php?catoid=6&navoid=531>.

Incomplete Grades—The grade of I—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student’s control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

Tutoring and Coaching—Peer tutoring is available through the Office of Student Affairs at no cost. Please fill out the appropriate forms which can be picked up there. If need be, a referral can be made from Student Affairs to the Academic Success Center, CAP, or DRC on the main campus.

UNLV Writing Center—One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student’s Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: <http://writingcenter.unlv.edu/>.

Rebelmail—By policy, faculty and staff should e-mail students’ Rebelmail accounts only. Rebelmail is UNLV’s official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students’ e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. Emailing within WebCampus is acceptable but not a reliable way of communicating with your instructors at SDM. **Please note that SDM does not rely on Rebelmail. SDM has its own email system and is used as the primary means of communication between faculty and staff with the students.**

Falsification of Documents or Other Information -The UNLV Student Conduct Code and the UNLV School of Dental Medicine prohibits the forgery and falsification of any documents or

records. This includes, but is not limited to, the forging, altering, misusing, providing or causing any false information to be entered on ANY University or School of Dental Medicine PRINTED OR ELECTRONIC documents, records (including patient records), or identification cards. The falsification of data, improper assignment of authorship of school work or other scholarly activity, claiming another person's work as one's own, unprofessional manipulation of experiments or of research procedures, or misappropriation of research funds will not be tolerated. Commission of any act of forgery or falsification as described will result in disciplinary action and sanctions as stated in the School of Dental Medicine Honor Code.

SDM E-Mail - By policy, faculty and staff should only e-mail students SDMail accounts. SDMail is the UNLV School of Dental Medicine official e-mail system for students. It is the one of the primary ways students receive official university communication. All UNLV SDM students receive an SDMail account after admission to SDM. As a reminder, sending information by e-mail should be done in an appropriate and professional manner.

Consensual Relationships - UNLV prohibits romantic or sexual relationships between members of the university community when one of the individuals involved has direct professional influence or direct authority over the other. For further information, go to <http://hr.unlv.edu/Policy/consensual.html> .