

DDS 9340 II – Y1 Spring General Clinic

Credit Hours: 15 Contact Hours: 336

Starting Year /Semester: 1 / 3

Ending Year / Semester: 1 / 3

1. General Information

1) **Course Directors: Directors:**

Team 1--- Davin Faulkner, DMD
 Team 2—(Flora) Monique Phipps, DDS
 Team 3—Kristin Baca, DMD
 Wendy Woodall, DDS
 Wenlian Zhou, DMD, PhD, MPH

2) **Course Directors Email:** see team leaders and faculty directory information

3) **Office Location:** see team leaders and faculty directory information

4) **Office Telephone Number:** see team leaders and faculty directory information

5) **Department:** Clinical Sciences

6) **Designation:** Clinical

7) **Type:** Required

8) **Day and Time:** Monday, Tuesday, Wednesday, Thursday, Friday AM (9-11:30pm) and PM (2-4:30pm)

Note: Specialty clinics and rotations begin at 1 PM on all afternoons

9) **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, and DDS9340 I.

3. Learning Resources

- 1) All clinic manuals
- 2) All clinical & pre-clinical courses manuals and syllabi
- 3) Other instructional materials, such as Texts in Vital Sources Tech
- 4) Online research & library sites, including Pub-Med, Lexi-comp, etc.

4. Participating Faculty

	Phone	Room	E-mail Address
Dr. Edward Herschaft	774.2654	B 214	edward.herschaft@unlv.edu
Dr. Michael Sanders	774.2660	A 204H	michael.sanders@unlv.edu
Dr. Michael Webberson	774-2644	D 259	michael.webberson@unlv.edu
Dr. Robert Lockhart	774.2657	A 204L	robert.lockhart@unlv.edu
Dr. Scarlet Hernandez	774-2515	D 262	scarlet.hernandez@unlv.edu
Dr. David Ord	774.2663	A 104D	david.ord@unlv.edu
Dr. Wendy Woodall	774.2722	A 204E	wendy.woodall@unlv.edu
Dr. Christine Haskin	774.2676	A 204J	christine.haskin@unlv.edu
Dr. Elena Farfel	774.2688	D 246	elena.farfel@unlv.edu
Dr. Monique Phipps	774.2679	D 233	monique.phipps@unlv.edu
Dr. Frank Jones	774.2683	D 232	frank.jones@unlv.edu
Dr. Rhonda Everett	774.2517	D 258	rhonda.everett@unlv.edu
Dr. William Leavitt	774.2641	D 269	william.leavitt@unlv.edu
Dr. Rick Thiriot	774.2655	A 204F	rick.thiriot@unlv.edu
Dr. Victoria Woo	774.2628	B 212	victoria.woo@unlv.edu
Dr. Ron Lemon	774.2731	D 239	ron.lemon@unlv.edu
Dr. Ben Barboka	774-	D237	benjamin.barboka@unlv.edu
Dr. Andrew Ingel	774-2681	D 260	andrew.ingel@unlv.edu

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Dr. Wenlian Zhou	774.2640	D 240	wenlian.zhou@unlv.edu
Dr. Daniel Orr	774.2658	A 102Z	daniel.orr@unlv.edu
Dr. Robert Danforth	774.2680	D 264	robert.danforth@unlv.edu
Dr. Bernard Hurlbut	774.2687	D 256	bernard.hurlbut@unlv.edu
Dr. Owen Sanders	774.2682	D	owen.sanders@unlv.edu
Dr. Tanya Al-Talib	774-2677	D 236	tanya.altalib@unlv.edu
Dr. Kristin Baca	774-2688	D	Kristin.baca@unlv.edu
Dr. Gerald Fox	774-2686	D257	gerald.fox@unlv.edu
Dr. Robin Reinke	774-2581	D248	robin.reinke@unlv.edu
Dr. Davin Faulkner	774-2559	D208	davin.faulkner@unlv.edu
Dr. Ronald Laux	774-4572	D211	ronald.laux@unlv.edu
Dr. Civon Gewelber	774- 7801	D258	civon.gewelber@unlv.edu
Dr. Eve Chung	774-2567	D210	eve.chung@unlv.edu
Dr. Georgia Dounis	774-2667	D234	georgia.dounis@unlv.edu
Dr. Richard Schoen	774-4959	D249	Richard.schoen@unlv.edu
Dr. Valerie Thompson	774-	D247	valerie.thompson@unlv.edu
Dr. Allen Shan	774-	D	allen.shan@unlv.edu
Dr. George Rosenbaum	774-	D250	george.rosenbaum@unlv.edu

Lisa Young (Hygienist)
 Lacey Rahmig (Hygienist)
 Kathy Carreiro (Hygienist)
 Esther Coghlan (Hygienist)
 Natalia Hill (Hygienist)
 Elisabeth Chartier (Hygienist)
 Lisa Kelsey (Hygienist)

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

5. Course Goals & Objectives

Goals: At the conclusion of this course, the DDS students 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 17 UNLV SDM Competencies:

- 1) Understand and apply ethical codes and laws and regulations governing dentistry, including infection control and environmental safety
- 2) Access, evaluate, and incorporate into practice new knowledge, techniques, and materials
- 3) Promote oral and systemic health in individual patients and the community multicultural
- 4) Evaluate, assesses, establishes a differential diagnosis, through testing and analysis of results formalizes a diagnosis, establishes a sequenced treatment plan with alternatives and prognosis and perform treatment planning for individual patients of all ages sequence addresses chief complaint, oral disease control, restore form, function & esthetics, maintain health through prevention
- 5) Assess, treat or manage periodontal 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 peri-radicular disorders

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- 9) 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) Manage orofacial pain and anxiety (patient comfort)
- 13) Diagnose and treat or manage dental emergencies
- 14) Recognize, prevent and manage medical emergencies encountered in dental practice
- 15) Evaluate the outcomes of treatment provided by themselves and others self regulation and modified by changing patient status & circumstances
- 16) Manage health care provision and leadership of the oral health care team communicates effectively
- 17) Use information technology and information management systems for patient care (medical, dental, and psychosocial records), practice management, and professional development using scientific methods and inquiry

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)
 - 1) patient assessment and diagnosis;
 - 2) comprehensive treatment planning;
 - 3) health promotion and disease prevention;
 - 4) informed consent;
 - 5) anesthesia, pain and anxiety control;
 - 6) restoration of teeth;
 - 7) replacement of teeth;
 - 8) periodontal therapy;
 - 9) pulpal therapy;
 - 10) oral mucosal disorders;
 - 11) hard and soft tissue surgery;
 - 12) dental emergencies;
 - 13) 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

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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). Students will also be responsible for ensuring that their patient charts are complaint to SDM Protocols and 75% of their assign patients must be at least 80% complaint or higher or will affect their professionalism grade.
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), 12 clinical competencies **MUST BE COMPLETED** to PASS level and must include the following 4 competencies—SRP, Class II, 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.

If a student must leave their Team clinic, they are required to leave a cell phone number, or specific clinic location, with the coordinator (place on sign in sheet). 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:

- student does not show for scheduled patient (and is not sick)
- student does not want a patient offered for unscheduled time
- student does not sign in (and doesn’t designate where they are)
- student is not available when requested to return to clinic within 30 minutes of request (email, phone or text)
- student has more than two sick days per semester
- student is on rotation, and does not notify rotation that they are sick or need to be out at least 2 hours ahead of start time

****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: DDS Y1 Fall semester 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

****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"/>
h) Can design prep to hold restorative material	<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"/>
6. Overall Performance (Above, At or Below Grade Level)	<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

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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. You can only challenge the competencies designated by that year (so only DS3 and higher competencies must be challenged in the DS3 or higher years). 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:

- 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.

UNIVERSITY WIDE POLICIES/PROCEDURES

a. Disability Resource Center

The Disability Resource Center (DRC) coordinates all academic accommodations for students with documented disabilities. The DRC is the official office to review and house disability documentation for students, and to provide them with an official Academic Accommodation Plan to present to the faculty if an accommodation is warranted. The DRC strongly encourages faculty to provide accommodations only if and when they are in receipt of said plan. Faculty should not provide students accommodations without being in receipt of this plan.

UNLV complies with the provisions set forth in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, offering reasonable accommodations to qualified students with documented disabilities. If you have a documented disability that may require accommodations, you will need to contact the DRC for the coordination of services. The DRC is located in the Student Services Complex (SSC), Room 137, and the contact numbers are: VOICE (702) 895-0866, TTY (702) 895-0652, FAX (702) 895-0651. For additional information, please visit: <http://studentlife.unlv.edu/disability/> .

For additional information about the DRC and procedures to follow when students ask for exemptions or exceptions based on their disability claim, refer them to the DRC website. For all faculty and staff (professional and classified) ADA accommodation determinations, please contact Marc Cardinalli, Assistant General Counsel and Administrative Code Officer, Flora Dungan Humanities Building (FDH), Room 320, 895-1879.

In addition, you will need to inform the School of Dental Medicine Office of Student Affairs of any determination made by the DRC DS. Additional information about DS can be found on the DS website at <http://www.unlv.edu/studentlife/les> .

b. Copyright and Fair Use

The University requires all members of the University Community to familiarize themselves and to follow copyright and fair use requirements. **YOUR 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 OF 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://provost.unlv.edu/copyright/statements.html>

The information provided to you in this course in the form of handouts, outlines, synopses, PowerPoint presentations, tests, etc. are the intellectual property of the individual faculty. These materials are provided for student use only within the domain of the UNLV School of Dental Medicine. Use of this material by students outside the University setting or distribution of this material to anyone not affiliated with the UNLV SDM constitutes a copyright violation.

c. Observance of Religious Holidays

As a general rule, a student missing a class or laboratory assignment because of observance of a religious holiday shall have the opportunity to make up missed work. **Students must notify the course director of anticipated absences by the last day of late registration to be assured of this opportunity.** Faculty may give students an additional week to complete missed work, but must set a clear deadline. Note: Student who represent UNLV SDM at any official extracurricular activity shall also have the opportunity to make up assignments, but the student must provide official written notification to the instructor no less than one week prior to the missed class(es).

d. 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.

e. Academic Misconduct

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 exceptions 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: "Using the words or ideas of another, from the internet or any source, without proper citation of the sources." For more information regarding the "Student Academic Misconduct Policy" (approved December 9, 2005), go to <http://studentlife.unlv.edu/judicial/misconductPolicy.html> or the UNLV School of Dental Medicine Student Handbook for more information.

f. 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

g. 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> .

h. Tutoring

The Academic Success Center (ASC) provides tutoring and academic assistance for all UNLV students taking UNLV courses. Students are encouraged to stop by the ASC to learn more about subjects offered, tutoring times and other academic resources. The ASC is located across from the Student Services Complex, #22 on the current UNLV map. Students may learn more about tutoring services by calling 895-3177 or visiting the tutoring web site at: <http://academicsuccess.unlv.edu/tutoring/>