Instructor Information

Instructor: Jackie Smith CDA, RDA, BS (Lead Instructor)
          DeAnna Davis CDA, RDA, MEd
          Clinical Lab Assistant: Floy Ashe CDA, RDA
Office: AHEC 222
Mailbox: AHEC 213
Hours: By appointment
Phone: 501-501-771-6048
Email: jjsmith@uaptc.edu

*All emails and telephone calls will receive a response within two business days.

Director: DeAnna Davis 501-812-2236 dmdavis@uaptc.edu
Dean: Dr. Marico Howe 501-812-2342 mbryanthowe@uaptc.edu

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

Classes meet: M-W-F 8:00 – 11:00 (first group) Jan. 9 – Feb. 8, 2019
       M-W-F 11:45 – 1:45 (second group) Jan. 9 – Feb. 8, 2019
       M-R  8 hour day, radiographs taken as needed Feb. 11 – May 10, 2019

Catalog Description

DEN 2201 Dental Radiography II
This course is a continuation of Dental Radiography I. The course provides students with an opportunity to gain competence in exposure, processing and interpretation skills of dental radiographs. 2 lab hours. (1 credit hour/special course fee)

Course Materials

Required textbooks:


Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

Institutional Learning Outcomes and General Education

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

Department / Program Learning Outcomes

1. Graduates will perform dental assisting responsibilities and related office and laboratory procedures under the direct supervision of the dentist.
2. Graduates will function as a valued team member, exhibiting professionalism and ethics.
3. Graduates will demonstrate proficiency in dental assisting skills and competencies to meet registration requirement with the Arkansas State Board of Dental Examiners and qualify for the Dental Assisting National Board Exam.
4. At least 80% of students will be retained in the program for the second semester.
5. At least 85% of graduates will be employed in the dental field or continuing their education within six months of graduation.
6. At least 80% of graduates will report satisfaction with the instruction and overall program experiences.
7. Greater than 75% of employers of the program graduates will report satisfaction with clinical and academic skills.
Student Learning / Course Outcomes

Requirements to meet specific objectives of the theory and laboratory portion of this unit are based upon information found in the basic texts, reference texts, and/or pre-assigned resource material. Upon completion of this unit the student will be able to:

1. Select the correct films, various holding devices, machine settings, and use the correct safety procedures for the patient and operator during various exposure assignments, including aseptic techniques.

2. Demonstrate the ability to acquire and capture/record radiographs utilizing the direct and indirect digital imaging techniques with digital sensors and phosphor plate technology.

3. Demonstrate the ability to expose/process extraoral film (Panoramic radiograph).

4. Demonstrate the ability to acquire and capture/record direct/indirect digital radiographs utilizing the NOMAD hand held x-ray system.

5. Navigate through dental computer software & hardware utilized in direct & indirect digital imaging.

6. Successfully complete all mounting assignments as assigned.

7. Critique all exposed radiographs for diagnostic value before retaking and submitting for instructor evaluation.

8. Exhibit proficiency of exposing radiographs during clinical rotations by submitting two bitewings and two periapicals per rotation.

Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint
UA-PTC Attendance Policy

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

Departmental Attendance Policy

Regular attendance is necessary for satisfactory progress. In the event of an emergency, students should remember to check the absentee box for handouts/information and assure they obtain all missed information.

Radiography Lab/Preclinical follows a strict prescheduled time designation. Students who are not present during their scheduled time will not be able to take radiographs that day. The student will not be allowed to make up the lost lab time.

Refer to the current Dental Assisting Program Handbook for more specific program expectations and policies. A signed handbook contract between the student and program is located in the students DA program file.

Course Policies

The UA-PTC Catalog rules and regulations will be enforced in this course at all times.

Please consult the following website for more information: https://www.uaptc.edu/catalog

UA- Pulaski Technical College Dental Assisting Program’s “Policy on the Use of Ionizing Radiation,” provided during the first semester, will be adhered to during the second semester.

Adult and child Mankins will be utilized for preclinical radiography practice for all radiograph exposures with the exception of the panoramic radiograph. Each student after receiving a dental health exam, including patient medical history survey, evaluated by a dentist will be allowed to receive/expose a panoramic extraoral radiograph utilizing another student in the program. It is the student’s responsibility to complete the health history form and be present during our program’s visit to the UAMS campus or provide a signed health history form by a dentist at no expense to the program.

If a student becomes pregnant during the school year, she must notify the instructors as early as possible. Pregnant students will not be able to have a panoramic completed on them.

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.
Electronic devices are not allowed in the classroom, laboratory or clinical area during class time. If a cell phone is seen or heard, or disrupts class time the student will lose participation points. Phones should be turned to vibrate or silenced and locked in the student’s lab drawer and should remain locked while in class or lab.

Refer to the current Dental Assisting Program Handbook for more specific program expectations and policies. A signed handbook contract between the student and program is located in the students DA program file.

Grading Policy

Letter grades will be based on the following scale:

- 90 to 100%  A
- 80 to 89%    B
- 70 to 79%    C
- 60 to 69%    D
- 0 to 59%     F

Class attendance is required and assigned reading is necessary for understanding the course material.

The final grade from this course will be based on the following: 100% from Laboratory/pre-clinical assignments.

This unit applies to the overall grade of 2.0 necessary to successfully complete the DEN 2201 Dental Radiography II course.

* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

If a student is absent the day that a homework, laboratory, or clinical assignment is due, 5% of the grade will be deducted from the final grade for each day the assignment is not turned in up to two days, after the second day the student will receive a 0 for that assignment. Late work is due by 8 am. This rule applies unless a course syllabus says something different. You are responsible for obtaining any materials or information covered during your absence, on your own.

A student’s first attempt to complete a course competency will be the official grade entered into the gradebook and utilized as part of the cumulative grade point average. Any additional attempts will be utilized for documentation only to record successful completion of the skill. Competencies must be completed before the end of the semester.

Scheduled labs are considered daily work assignments and cannot be made by the student.
There will be a minimum of two patient full mouth series exposures in the school preclinical facility. The student will complete the two patient full mouth radiograph series in clinical attire (uniform) meeting all regulations stated in the Student Handbook. The student must obtain a grade of at least an 80% on the first patient and a 90% on the second patient before students are allowed to begin their off campus Supervised Clinical Experience. A student’s first attempt to complete a course competency will be the official grade entered into the gradebook and utilized as part of the cumulative grade point average. Any additional attempts will be utilized for documentation only to record successful completion of the skill.

Radiography Laboratory scheduled time cannot be made up by the student, however, the student may turn in assignments/competencies following the late work policy of two days.

Refer to the current Dental Assisting Program Handbook for more specific program expectations and policies. A signed handbook contract between the student and program is located in the students DA program file.

Clinical Requirements

Criterion for checking continual radiographic competency during Supervised Clinical experience is as follows:

Student will, under the supervision of the dentist, use digital radiography in the clinical setting. The student must submit the following radiographs that have been printed off from the patient’s record. The student will need to remove the name of the patient for HIPPA purposes.

Assignment:

1. Two (2) periapical during each clinical assignment.
2. Two (2) set of bitewings during each assignment

*All clinical assignment radiographs are due the Friday at 8:00am immediately following the completion of a clinical rotation. The student will have two (2) work days following the due date to turn in the radiographs following the late assignment policy, except the final clinical Rotation #4 radiographs are due the final day of class, Friday 8:00am. No exceptions because of the dates that grades are due.

**Number and Type of exposure may be subject to change depending on the type of dental specialty office**

Academic Integrity

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalogue states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”
The catalogue also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Refer to the current Dental Assisting Program Handbook for more specific program expectations and policies. A signed handbook contract between the student and program is located in the students DA program file.

Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

Student Code of Conduct

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog. 
http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2

Sexual Misconduct

No person at Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu
**Course Evaluations**

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

**UA-PTC Allied Health Drug Testing Policy**

UA-Pulaski Technical College (UA-PTC) has an obligation to provide a safe learning environment for students. UA-PTC offers various programs that require students to work in shop areas with hazardous equipment with the potential to cause severe injury or death. UA-PTC also offers allied health programs that require direct patient care. Students in these shop areas and patient care areas must be attentive and focused on their actions, as well as other students around them. Students with impaired or delayed reaction time, loss of concentration, or impaired decision-making are a hazard to the safety of others.

UA-Pulaski Technical College realizes that students who are impaired due to illicit drug use are a danger to others. Therefore, students enrolled in this course will participate in random drug screening. Students who have a positive drug screen will be dropped from this course and may re-test and apply to the program as early as next semester. The college refund policy will apply and financial aid may be affected.

**Information Literacy**

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.
# Tentative Course Schedule

Classes meet: **M-W-F 8:00 – 11:00 (first group)**  
**M-W-F 11:45 – 1:45 (second group)**  
Jan. 9 – Feb. 8, 2019  
Jan. 9 – Feb. 8, 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Group 1</th>
<th>Time</th>
<th>Group 2</th>
<th>Time</th>
<th>Group 1</th>
<th>Time</th>
<th>Group 2</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-9-19</td>
<td></td>
<td>9:15 – 12:15</td>
<td></td>
<td>1:00 – 3:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-11-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-14-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-16-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-18-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-24-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-25-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-28-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td></td>
<td></td>
<td></td>
<td>11:45 – 1:45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-30-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td>Live Patients</td>
<td></td>
<td></td>
<td>11:45 – 2:45</td>
<td>Live Patients</td>
<td></td>
</tr>
<tr>
<td>2-1-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td>Live Patients</td>
<td></td>
<td></td>
<td>11:45 – 2:45</td>
<td>Live Patients</td>
<td></td>
</tr>
<tr>
<td>2-4-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td>Live Patients</td>
<td></td>
<td></td>
<td>11:45 – 2:45</td>
<td>Live Patients</td>
<td></td>
</tr>
<tr>
<td>2-6-19</td>
<td></td>
<td>8:00 – 11:00</td>
<td>Live Patients</td>
<td></td>
<td></td>
<td>11:45 – 2:45</td>
<td>Live Patients</td>
<td></td>
</tr>
<tr>
<td>2-8-19</td>
<td>All Groups</td>
<td>Pre-Clinical Rotations</td>
<td>Live Patients</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Laboratory and Preclinical Assignments:

1. Complete all intraoral assignments on the assigned Mankins in Semester II to competence before being allowed to expose films on patients in the school setting.

2. Expose and process various extraoral radiographs as assigned.

3. Complete all mounting assignments assigned for Semester II.

4. Prepare all instruments used with each assignment for sterilization by the autoclave. After sterilization, instruments are placed in the correct areas within the laboratory.

5. Complete the daily assignment of your job as posted by the Instructor(s).

Dental Radiologic Technique Evaluation
Direct & Indirect Digital Radiographs

DUE 1/11/19
- 1 Set of The Molar/Premolar radiograph
  ONLY includes the 1st premolar, 2nd premolar, 1st molar, 2nd molar
  (The 3rd molar is assumed not to be present on the Dexter Mankins)
- 1 Series of Vertical Bitewings (ScanX), Junior
- 2 Periapical/1 Bitewing (ScanX), Dexter
- 1 Occlusal Radiograph (ScanX), Junior
- Panoramic Radiograph (ScanX), Patient
- Spring Radiograph Mounting Assignments

DUE 1/18/19
FMX 1 With Bitewings (Schick, Size 2), Dexter

DUE 1/24/19
FMX 2 With Bitewings (Schick, Size 2), Dexter
(NO RINN devices)

DUE 1/30/19 – 2/6/19
Patient FMX Competencies
  Complete two (2) FMX Series

**Each student must complete two (2) patient competencies (FMX) with required passing grade(s) prior to participation in clinical rotations. Refer to course syllabus for mandatory criteria for successful completion of the Patient FMX Competency preclinical assessment**
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for Jackie Smith and DeAnna Davis DEN 2201 Dental Radiography II class at UA-Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

Semester

Date

Print name

Signature

UA-PTC Email address

Telephone