



Course title and number	DDHS 4320 Perspectives in Dental Hygiene
Term	Spring 2024
Meeting times and location	Fridays, 10:00AM-12:00PM

*It is the student's responsibility to attend each class time, regardless of switches to calendar dates.

Course Description and Prerequisites

In addition to preparing the student for private practice dental hygiene positions, this course introduces other potential career options including hospital/clinic administration, sales, consulting, public health, insurance, and education. The importance of the dental team concept, résumé writing, and interviewing skills will be discussed. Legal, ethical, and professional issues involving record keeping, licensing, informed consent, sexual harassment, and the standard of care will be explored. The business aspects of dental hygiene, personal financial planning, and insurance options will also be addressed. In addition, this course will prepare students for the Texas Jurisprudence Exam required for state licensure.

Learning Outcomes/Related Competencies:

Ethics

- 1.1 Apply ethical reasoning to dental hygiene and practice with professional integrity.
- 1.2 Comply with state and federal laws governing the practice of dentistry and dental hygiene.

Information Management and Critical Thinking

- 2.2 Commit to self-assessment and lifelong learning in order to provide contemporary clinical care.

Professional Identity

- 3.1 Prepare for career opportunities within health care, industry, education, research, and other roles as they evolve for the dental hygienist.
- 3.2 Advance and promote the values of the profession through leadership, service activities and affiliation with professional organizations.

Course Objectives:

Upon completion of this course, the student will be able to:

1. Transition smoothly from dental hygiene school to private practice.
2. Visualize the variety of career opportunities for the baccalaureate dental hygienist.
3. Understand basic financial planning, retirement, and insurance concepts
4. Provide strategies and techniques to become contributing members of a dental health team.
5. Discuss professional, ethical, and jurisprudence issues facing dental health professionals.
6. Pass the Texas Jurisprudence Exam.
7. Prepare a professional résumé and cover letter.
8. Sit for a professional interview process.

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Textbook and/or Resource Material

Learning Materials:

- Texas State Board of Dental Examiners Rules and Regulations
- Occupations Code- ("Dental Practice Act")
- <http://www.tsbde.state.tx.us/>
- Canvas postings

Grading Policies

25%: Private Practice Observation (completed by you observe)
15% Private Practice Reflection Paper
15% Draft Résumé
20% Final Résumé
5% TSBDE Jurisprudence Assessment Completion
20% Mock Interview/ Temp. Agencies-Average of three evaluations
100% Total Grade

Grading Scale*

Other Pertinent Course Information

1. **Private Practice Observation-** The supervising RDH/DDS will evaluate your level of professionalism on your private practice observation day. Upload to Canvas.
2. **2. Private Practice Reflection Paper-** A self-reflection paper will be written discussing your experience. Uploaded onto Canvas.
3. **Draft Résumé -** Grading rubric will be posted on Canvas. The first draft will be completed and uploaded. Using feedback, create the final copy of your resume. Upload your final draft into Canvas in Word format. See rubric for guidelines and grading system.
4. **Final Résumé** Using feedback from your draft, create the final copy of your resume. Upload your final draft into Canvas in Word format. See rubric for guidelines and grading system.
5. **Mock Interview/Temp Agencies Evaluations-** You will make appointments with three temp. agencies for a mock interview. Each agency will conduct an interview and evaluate you so that you will know what is expected of you. Each agency will score you on your own rubric. All three evaluations will be scanned and emailed to the course director and then averaged together. The evaluation sheets will then be forwarded to the student to read comments. The averaged grade will be posted on Canvas. See "Mock Interview Rubric" for grading criteria. One clinic session can be used for interviews. Check with Professor Reed if you are unsure if using a clinic session will be wise.
6. **Jurisprudence Assessment Completion Proof-** The Occupations Code and

Dental Practice Act provides general provisions relating to the practice of dentistry. After reviewing the Occupations Code and Dental Practice Act in presentation and studying on one's own time, one will complete the requirement of the Jurisprudence Assessment for licensure through the Texas State Board of Dental Examiners. For credit, evidence of completion will be uploaded to Canvas for credit.

***All assignments are required to complete the course. Any missing assignments on the last day of class will result in an "incomplete" in the course.**

TSBDE Jurisprudence Requirements for Dentists and Dental Hygienists- Satisfying the Jurisprudence Requirement

The Jurisprudence Assessment can be used to satisfy the requirement for **ANY** of the following: New license applications for dentists and dental hygienists, Board- ordered mandated completion of the jurisprudence exam, initial licensure.

You should plan to take the Jurisprudence Assessment after studying the Occupational Code and Dental Practice Act. You will pay the fee and then you will be able to test. To access the most current information, go to the website and click "Hygienists" tab on the TSBDE website.

Attendance and Make-up Policies:

Texas A&M University views class attendance as an individual student responsibility. Regular and punctual attendance is mandatory for scheduled or rescheduled classes, clinics, labs and related activities/events. The course director will check attendance at the start of the class/activity. Students who are not present at that time will be marked absent.

IMPORTANT: All absences must be reported to Pam Hines by PHONE at 214-828-8340 and must be received prior to the beginning of the class/activity

Excused Absences

Illnesses or emergencies: It is understood that absences due to severe or contagious illness, injuries or emergencies may occur. An absence due to illness may require a medical confirmation note from a student's medical provider. For injuries or illnesses that require a student to be absent from class for three or more business days, a note from his or her medical provider is mandatory. If a student has frequent sick days, the program director may require a medical provider's note for each absence. **Note:** An absence for a non-acute medical service does not constitute an excused absence.

Religious holy day: A student whose absence is excused under or the observance of religious holy day will be allowed to take an examination or complete an assignment from which the student is excused within 3 days after the absence. **If the student fails to schedule and complete the exam or assignment within three days, a grade of zero will be given.**

For additional information on excused absences, see Texas A&M Student Rule 7.1 at <https://student-rules.tamu.edu/rule07>.

Unexcused Absences

Tardiness and non-emergent appointments (illnesses not considered severe or contagious) scheduled during class time will be considered an unexcused absence. Quizzes and exams start at the beginning of class time. Students who arrive late will not receive extra time to take

the quiz/exam. **Students with unexcused absences or late arrivals will have TWO points deducted from their final course grade for each occurrence.** No make-up quiz/test will be given if an absence is unexcused on a test day. Examinations will not be administered in advance for a planned/anticipated absence.

The designation of excused or unexcused absence will be determined on an individual basis by the Program Director and The Office of Student Affairs.

For any absences (excused or unexcused), it will be the student's responsibility to review the lecture recordings for the seminars missed. Additionally, the student must complete a make-up assignment(s) within 10 calendar days (including weekends) after returning to school. The make-up assignment will require the student to write a one-page paper summarizing the presentation for that day. The assignment must demonstrate the student has listened to the recording(s) and read the assigned reading. Make-up assignments must be typed, contain the title of the missed class session(s) and be sent via email within the 10-calendar-day deadline. **Failure to complete the make-up assignment(s) within this time frame will result in TWO points being deducted from student's final grade.**

To review the comprehensive Texas A&M University student attendance rule, go <http://student-rules.tamu.edu/rule07>.

General Information

Cell Phone Policy:

Electronic devices used in class for non-learning purposes can be distracting and may hinder learning. Students will be asked to put away such devices.

Faculty Correspondence:

In general, emails will be returned during regular business hours.

Grading:

It is the student's responsibility to check Canvas for announcements and current grade postings. Any questions regarding grades must be brought to the attention of the course director no later than two weeks after grades are posted.

Remediation Policy:

Remediation will take place in the summer session, potentially delaying graduation for the student.

Virtual Classroom Expectations and Etiquette

Classes may be held in a virtual setting this semester. A Zoom link for each seminar will be sent prior to each seminar. Class attendance is mandatory; failure to attend the virtual sessions will be subject to the above absence policy. Video must be activated at the beginning of the class session and remain on until the session concludes. Unless the instructor provides other directions, questions should be posted through the virtual chat/discussion board. All class times will begin with the waiting room. Until 10AM, all will be let in before the seminar starts. At 10AM, I will introduce the speaker and get them started. Following this, I will then let anyone in who is waiting in the waiting room.

During class, students are expected to be alert, engaged, and sitting upright in a well-lit environment that allows their faces to be clearly visible. Students should attempt to minimize extraneous interruptions from other household members, including pets, family, roommates or guests. Just as you would not get up and walk out on a guest speaker in a classroom, do not get up and walk away from your computer. Do not operate a vehicle or attend another appointment during the presentation time.

Technology Support

Students are responsible for maintaining their devices and ensuring that they are in proper working order throughout the semester. This includes maintaining access to the college wireless network, access to all accounts (both TAMU and TAMU Health), and keeping passwords up to date. Students are expected to keep their devices up-to-date in regards to patches and OS updates.

Division of IT

If the student experiences issues with an electronic device, wifi access, axiUm, Zoom, or user accounts, their first point of contact should be the Division of IT Central Help Desk or the local Division of IT at COD. The Central Helpdesk provides 24-hour support.

Division of IT Central Help Desk

Website: <https://it.tamu.edu/help/>

Phone: 1-979-845-8300

Email: helpdesk@tamu.edu

COD Local Division of IT Office

Room: 519

Phone: 214-828-8248

COD Instructional Design Team

For electronic exam support or problems concerning other academic technology, such as the LMS (Blackboard or Canvas), ExamSoft, or Exemplify, students should contact the Instructional Design team.

Room: 516 through Academic Affairs

Carmina Castro - ccastro@tamu.edu (214-828-8316)

Jeff Lowry - lowryj1@tamu.edu (214-828-8243)

IMPORTANT: Failure to remediate all absences (excused or unexcused) by April 28, 2023 may result in an “F” for the course

Academic Integrity Statement and Policy:

“An Aggie does not lie, cheat or steal, or tolerate those who do.”

Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the honor Code, to accept responsibility, and to follow the philosophy and rules of the Honor System. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Honor System. <http://aggiehonor.tamu.edu>

Texas A&M University is committed to enriching the learning and working environment for all visitors, students, faculty, and staff by promoting a culture that embraces inclusion, diversity, equity, and accountability. Diverse perspectives, talents, and identities are vital to accomplishing our mission and living our core values.”

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Americans with Disabilities Act (ADA)

Special Accommodation for Persons with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides reasonable accommodation of their disabilities. If you believe you have a disability requiring accommodation, please contact Professor Lisa Mallonee, Interim Dean for Academic Affairs in Room 514, for additional information.

[2024CourseOutline.docx](#)

2024 COURSE OUTLINE*

Date	Session Title/Topic	Speaker	Assignment Due Dates
01/12	No class	---	
01/19	Resume Writing Interviewing Skills (in person)	Audra Morris-KAD	
1/26	No Class- CPH event	---	
02/02	No Class- SCADHA/TDHA	---	
02/09	The Traveling RDH (Zoom)	Ms. Gretchen Rutledge Team Placement	
02/16	Dental Directions, Inc. (in person)	Ms. Kelly Romans	
02/19	No Class- Private Practice Observation		2/23: Private Practice Observation DDS/ RDH Due
02/23	No Class- CPH event		2/26: Draft Resume Due
03/01	Professional Reputation Career Longevity (in person)	Ms. Lana Crawford, RDH Ms. Glenna Johns, MSDH, RDH	
03/08	<u>10:00-11:00</u> Financial Management for the New Allied Healthcare Provider	Mr. Adam Pruitt	
	<u>11:00-12:00</u> Professional Involvement: DDHA, TDHA, ADHA (in person)	Ms. Cathy Nobles	
03/15	Spring Break	---	3/26: Final Resume Due
3/22	ADEX/WREB	---	
03/29	10:00-11:00 Employer Expectations (in person)	Dr. Marshall Goldberg Dr. Chris Miller	3/30: Private Practice Reflection Paper
	11:00-12:00 Employer Expectations (in person)	Dr. Jonathan Clemetson	
04/05	Alternative Careers	Ms. Melissa Lester, BSDH, RDH	
04/12	Myofunctional Therapy (in-person)	Ms. Laurie Morgan, BSDH, RDH	
04/19	No Class	No Class	4/24: Mock Interview/Temp Agencies (3)
04/26	Legal and Ethical Issues	Vernon L. Krueger, DDS, JD, LL.M.	4/26: TSBDE Jurisprudence Assessment Completion

*Since this course relies heavily on external guest speakers, the schedule is subject to change.