Faculty members are required to have the outline submitted to the Academic Affairs Office. The course outline is the form used for approval of new courses by the Academic Affairs and Standards Council.

**DEPT.**  **DEN**  **COURSE NUMBER:** 1160

**NUMBER OF CREDITS:** ___3___ Lecture: ________ Lab: ________

<table>
<thead>
<tr>
<th>Course Title:</th>
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<tbody>
<tr>
<td>Extra-mural Clinical Experience II</td>
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<tr>
<th>Catalog Description:</th>
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<tr>
<td>This course is designed to assist the student in developing the skills initiated in the classroom, laboratory and clinic. This is accomplished by working under the supervision of the dentist and his/her staff as well as the dental assisting faculty</td>
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**FULFILLS MN TRANSFER CURRICULUM AREA(S)**

Goal 1: Communication: ____ by meeting the following competencies:

Goal 2: Critical Thinking: ____ by meeting the following competencies:

Goal 3: Natural Sciences: ____ by meeting the following competencies:

Goal 4: Mathematics/Logical Reasoning: ____ by meeting the following competencies:

Goal 5: History and the Social and Behavioral Sciences: ____ by meeting the following competencies:

Goal 6: The Humanities and Fine Arts: ____ by meeting the following competencies:

Goal 7: Human Diversity: ____ by meeting the following competencies:

Goal 8: Global Perspective: ____ by meeting the following competencies:

Goal 9: Ethical and Civic Responsibility: ____ by meeting the following competencies:

Goal 10: People and the Environment: ____ by meeting the following competencies:

<table>
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<tr>
<th>Prerequisites or Necessary Entry Skills/Knowledge:</th>
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<tr>
<td>Satisfactory progression in the Dental Assistant Program or permission from instructor.</td>
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Topics to be Covered

1. Chairside assisting techniques
2. Treatment room preparation
3. Instrument Sterilization and treatment room disinfection techniques
4. Laboratory procedures
5. Business office procedures
6. Patient relations
7. Professional conduct
8. Expanded Functions

Student Learning Outcomes

1. Refine with speed and accuracy dental assisting technical skills
2. Refine dental assisting attitudes and work habits
3. Exhibit acceptable office attire and grooming
4. Apply professional ethics
5. Demonstrate cooperation, courtesy, initiative, motivation, punctuality, dependability, organization and enthusiasm
6. Demonstrate positive communication skills
7. Demonstrate acceptable time management
8. Follow office policy and procedures
9. Recognize and demonstrate confidentiality needs
10. Refine dental assisting communication and patient relation skills
11. Demonstrate effective infection control and safety procedures
12. Refine expanded functions techniques

Is this course part of a transfer pathway: Yes ☐ No ☒
*If yes, please list the competencies below

Revised 4/2020