

# DENTAL HYGIENE PRACTICE (DHYG 2153.3A1, DHYG 2153.5A1)

## CREDIT

1 Semester Credit Hours (1hour lecture, 1 hour lab)

## MODE OF INSTRUCTION

Face to Face

## PREREQUISITE/CO-REQUISITE:

Prerequisite: DHYG 1301, DHYG 1431, DHYG 1227, DHYG 1219, DHYG 1235, DHYG 2301, DHYG 1207, DHYG 1260, DHYG 1311, DHYG 1339, DHYG 2261, DHYG 2331

Co-Requisite: DHYG 2262, DHYG 1315

## COURSE DESCRIPTION

Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and the ethical standards established by the dental hygiene profession. Practice settings for the dental hygienist, office operations, and preparation for employment.

## COURSE OBJECTIVES

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

- Explain the Dental Practice Act governing the dental and dental hygiene profession.
- Evaluate ethical and moral issues affecting dental hygiene practice.
- Describe traditional and non-traditional dental hygiene practice settings.
- Prepare for employment.

## INSTRUCTOR CONTACT INFORMATION

Instructor:	Ronni Cruz, RDH, BS
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Office Location:	MPC 206
Office Hours:	Mondays 12:00 pm – 4:00 pm; Tuesdays 9:00-12:00pm; Wednesdays 12:00pm-1:00pm, Thursdays 7:00 am – 8:00am Fridays 7:00am- 8:00am

## REQUIRED TEXTBOOK AND MATERIALS

Minihan-Anderson, Kristin, Ethics and Law in Dental Hygiene, 4th Edition, Elsevier, 2024. ISBN-978-0-323-76119-2 e-Textbook - ISBN-978-0-323-76497-1

Approved: **Initials/date**



## COURSE CALENDAR

DATE	LECTURE (10:00-10:50) LAB (11:00 – 11:50)	TOPIC	ASSIGNMENTS
JAN 26	Lecture	Course Overview Insurance Coding	<b>Read:</b> Course Syllabus <b>Course Contract Due: Jan 30</b>
	Lab	ADEX Dental Hygiene Webinar	Information presented about the clinical board testing
FEB 2	Lecture	Insurance Coding	Review insurance Coding module in Blackboard
	Lab	Risk Management	<b>Read:</b> Chapter 1
FEB 6-8	Board Vitals Pre-Test		<b>Board Vitals National Board Pre-Test open 2/6 @ 8:00 am – 2/8 @ 10:00 pm</b>
FEB 9	Lecture	Ethics and Professionalism	<b>Read:</b> Chapter 2
	Lab	Team Placement Traveling Hygienist	Guest Speaker Melanie Lacoangeli
FEB 16	Lecture	Ethical Theory and Philosophy	<b>Read:</b> Chapter 3
	Lab	Journal Entry #1	<b><u>Due by 10:00PM</u></b>
FEB 23	Lecture	<b>TEST 1</b>	Chapters 1,2,3, and Insurance Coding <b>Bring your computer (Respondus Browser)</b>
	Lab	NBDHE Registration	Seminar/ Q&A
MAR 2	Lecture	Ethical Principles and Values	<b>Read:</b> Chapter 4
	Lab	Sonicare Webinar	Guest Speaker- Cathy Stewart
MAR 9-13	SPRING BREAK		<b>STUDY FOR NATIONAL BOARD EXAM</b>
MAR 16	Lecture	Codes of Ethics	<b>Read:</b> Chapter 5
	Lab	Mint Dentistry	Guest Speaker
MAR 18	ADEX DEADLINE		<b>REGISTRATION DEADLINE IS TODAY!!</b>
MAR 20-22	Board Vitals Post Test		<b>Board Vitals National Board Post-Test open 3/20 @ 8:00 am – 3/22 @ 10:00 pm</b>
March 20	Intent to Graduate		<b>File intent to graduate by 3/20</b>
MAR 23	Lecture	Ethical Decision Making in Dental Hygiene and Dentistry	<b>Read:</b> Chapter 6 <b>NBDHE Registration Due today by 5:00PM</b>

	Lab	Class Activity	<b>Moral Compass Assignment Due March 27 by 10PM</b>
MAR 30	Lecture	<b>TEST 2</b>	Chapters 4, 5, and 6 <b>Bring your computer (Respondus Browser)</b>
	Lab	Society and the State Dental Practice Act	<b>Read:</b> Chapter 8
APR 3	Apply for Graduation		<b>Apply for Graduation by 4/3</b>
APR 6	Lecture	Dental Hygienist- Patient Relationship	<b>Read:</b> Chapter 9
	Lab	Dental Hygienist- Dentist- Employer Relationship	<b>Read:</b> Chapter 10
APR 13	Lecture	<b>TEST 3</b>	Chapters 8, 9, and 10 <b>Bring your computer (Respondus Browser)</b>
	Lab	Resume Writing	
April 18	NBDHE		Best Wishes! You've got this!
APR 20	Lecture	Dental Force Temp Agency	Guest Speaker Kristy Chen
	Lab	Resume Writing	<b>Resume Due: 4/24 by 10pm</b>
APR 27	Lecture	Mock Interviewing	
	Lab	Mock Interviewing	<b>2<sup>nd</sup> E-Portfolio journal entry due by 10PM</b>
MAY 4	Lecture	Mock Interviewing	
	Lab	Final E-Portfolio Due	<b>Submit Conclusion by 10PM</b>

DATES TO REMEMBER		
<b>February 6<sup>th</sup>-8<sup>th</sup></b>	<b>Board Vital Pre-test</b>	<b>Due by 2/8 at 10:00PM</b>
<b>Monday, February 16<sup>th</sup></b>	<b>Journal Entry #1</b>	<b>Due by 10:00PM</b>
<b>Monday, February 23<sup>rd</sup></b>	<b>TEST 1</b>	<b>Insurance Coding Chapters 1, 2, 3</b>
<b>March 20<sup>th</sup> – 22<sup>nd</sup></b>	<b>Board Vitals Post Test</b>	<b>Due by 3/22 at 10:00PM</b>
<b>Friday, March 27<sup>th</sup></b>	<b>Moral Compass Assignment</b>	<b>Due by 10:00PM</b>
<b>Monday, March 30<sup>th</sup></b>	<b>TEST 2</b>	<b>Chapters 4, 5, 6</b>
<b>Monday, April 13<sup>th</sup></b>	<b>TEST 3</b>	<b>Chapters 8, 9, 10</b>
<b>Friday, April 24<sup>th</sup></b>	<b>Resume</b>	<b>Due by 10:00PM</b>
<b>Monday, April 27<sup>th</sup></b>	<b>Journal Entry #2</b>	<b>Due by 10:00PM</b>
<b>Monday, May 4<sup>th</sup></b>	<b>Final E-Portfolio Due</b>	<b>Due by 10:00PM</b>

## ATTENDANCE POLICY

### Absenteeism

In order to ensure the students in the dental hygiene program achieve the necessary didactic and clinical competencies outlined in the curriculum, it is necessary that the student complete all assigned lecture classes, clinical and laboratory hours. It is the responsibility of the student to attend class, clinic or lab.

The instructor expects each student to be present at each session.

It is expected that students will appear to take their exams at the regularly scheduled examination time. Make-up examinations will be given **only** if the absence is due to illness (confirmed by a physicians' excuse), a death in the immediate family, or at the discretion of the instructor.

If students are unable to attend lecture class, clinic or lab, it is **mandatory that you call the appropriate instructor prior to the scheduled class, clinic or lab time. An absence will be considered unexcused if the student fails to notify the course faculty prior to the start of class, clinic, or lab. Attendance through Blackboard Collaborate is considered an absence. The course instructor must be notified at least one hour prior to the beginning of class/lab if the student plans to attend through Blackboard Collaborate.**

The student is responsible for all material missed at the time of absence. Extenuating circumstances will be taken into account to determine if the absence is excused. Extenuating circumstances might include but are not limited to: funeral of immediate family member, maternity, hospitalization, etc. If the student has surgery, a debilitating injury, or an extended illness, a doctor's release will be required before returning to clinic.

a. **Fall/Spring Semesters:**

Dental hygiene students will be allowed **two excused absences** in any lecture, clinic or lab. Absences must be accompanied by a written excuse on the next class day. In the event that a student misses class, clinic or lab beyond the allowed absences, the following policy will be enforced:

2 absences = notification in Starfish

Beginning with the third absence, **2 points** will be deducted from the final course grade for each absence thereafter.

**Two (2) points** will be deducted from the final course grade for each unexcused absence.

b. **Summer Sessions:**

Regular class attendance is expected. Be sure to sign in on a regular basis to check for any additional assignment openings, and to be sure your coursework is being completed. Also, be sure to check your gradebook regularly for missing or inaccurate grades. Bring any grade questions to the instructor immediately upon noticing them.

### Tardiness

Tardiness is disruptive to the instructor and the students in the classroom. A student is considered tardy if not present at the start of class, clinic or lab. It is expected that students will arrive on time for class, clinic or lab, and remain until dismissed by the instructor. If tardiness becomes an issue, the following policy will be enforced:

Tardy 1 time = notification in Starfish

Tardy 2 times = is considered an unexcused absence. (See the definition of an unexcused absence)

If a student is more than 15 minutes late to any class period, it will be considered an unexcused absence. **Students should plan on attending classes, labs and clinic sessions as assigned throughout the semester. Family outings, vacations and personal business should be scheduled when school is not in session and will not be considered excuses for missing assignments, examinations, classes, labs or clinic time.**

## EXAMINATION AND QUIZ POLICY

Examinations will be based on objectives, lecture notes, handouts, assigned readings, audiovisual material and class discussions. Major examinations will consist of multiple choice, true/false, matching, short answer, and case study questions. No questions will be allowed during exams.

Students are expected to complete examinations as scheduled. Make-up examinations will be given ONLY if the absence is due to illness (confirmed by a physicians' excuse), a death in the immediate family, or at the discretion of the Instructor. All make-up examinations must be taken within two (2) weeks from the scheduled exam date. All examinations will be kept on file by the Instructor. Students may have access to the examination by appointment during the Instructor's office hours. Exams may be reviewed up to two (2) weeks following the exam date. **You may not copy, reproduce, distribute or publish any exam questions.** This action may result to dismissal from the program. A grade of "0" will be recorded for all assignments due on the day of absences unless prior arrangements have been made with the Instructor.

Students must use their personal equipment, such as computer, MacBook, laptop, iPad, to take their exams and must not use their classmates'. School computers may be used if personal equipment is not available. Respondus Lockdown Browser and Respondus Monitor will be used for examinations therefore, a webcam is required to take the exam. The student is required to show the testing environment at the beginning of the exam to assure the instructor that it is clear of any study materials. Failure to do so will result in a 10-point exam grade deduction. If you need online assistance while taking the test, please call Online Support Desk at 409-951-5701 or send an email to [lit-bbsupport@lit.edu](mailto:lit-bbsupport@lit.edu).

It shall be considered a breach of academic integrity (cheating) to use or possess on your body any of the following devices during any examination unless it is required for that examination and approved by the instructor: cell phone, smart watch/watch phone, electronic communication devices (including optical), and earphones connected to or used as electronic communication devices. It may also include the following: plagiarism, falsification and fabrication, use of A.I., abuse of academic materials, complicity in academic dishonesty, and personal misrepresentation. Use of such devices during an examination will be considered academic dishonesty. The examination will be considered over, the student will receive a zero for the exam and will receive disciplinary action. This policy applies to assignments and quizzes.

Students with special needs and/or medical emergencies or situations should communicate with their instructor regarding individual exceptions/provisions. It is the student's responsibility to communicate such needs to the instructor.

### Mandatory Tutoring

If a student receives a failing grade on any major exam, the student will be required to meet with course instructor within 2 weeks of the failed exam. One on one concept review by appointment with the course instructor will be provided and/or written academic warning when a student is failing to meet minimal requirements in the classroom setting.

### Academic Integrity

It shall be considered a breach of academic integrity (cheating) to use or possess on your body any of the following devices during any examination **unless it is required for that examination**: cell phone, smart watch/watch phone, electronic communication devices (including optical), and earphones connected to or used as electronic communication devices. It may also include the following: plagiarism,

falsification and fabrication, abuse of academic materials, complicity in academic dishonesty, and personal misrepresentation.

Use of such devices during an examination will be considered academic dishonesty. The examination will be considered over and the student will receive a zero for the exam.

Students with special needs and/or medical emergencies or situations should communicate with their instructor regarding individual exceptions/provisions. It is the student's responsibility to communicate such needs to the instructor.

### **Disabilities Statement**

The Americans with Disability Act of 1990 and Section 504, Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the American with Disability Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community.

If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 839-2018 or visit the office in Student Services, Eagles' Nest Building. You may also visit the online resource at <https://www.lit.edu/student-success/special-populations>.

### **Student Code of Conduct Statement**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Policies and Procedures*. The *LIT Policies and Procedures* may be accessed at <https://www.lit.edu/information/policies-and-procedures> or obtained in print upon request at the Student Services Office. Please note that the online version of the *LIT Policies and Procedures* supersedes all other versions of the same document.

### **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses.

### **Technical Requirements (for Blackboard)**

The latest technical requirements, including hardware, compatible browsers, operating systems, software, Java, etc. can be found online at: [https://help.blackboard.com/en-us/Learn/9.1\\_2014\\_04/Student/015\\_Browser\\_Support/015\\_Browser\\_Support\\_Policy](https://help.blackboard.com/en-us/Learn/9.1_2014_04/Student/015_Browser_Support/015_Browser_Support_Policy). A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of the online technology and resources.

### **Leaving Class during Lecture**

You should be prepared to remain in class for the entire class period. Any personal business should be taken care of prior to or after class. If a medical problem exists or an emergency occurs please inform the instructor.

### **Starfish**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or My LIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT. For more information click: <https://lit.edu/student-success/starfish>.

### **LATE WORK**

Assignments will not be accepted if submitted after the due date.

**\*\*Faculty has the authority to modify the above policies if unusual circumstances mandate a change. Please refer to the Student Handbook for a complete listing of program policies.**

### **DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

### **STUDENT EXPECTED TIME REQUIREMENT**

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16- week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

### **COURSE REQUIREMENTS**

#### **Test**

There will be 3 tests throughout the course of the semester. See course schedule for dates of tests.

#### **Resume**

Each student will develop a personal resume. See Appendix for Resume instructions and rubric.

#### **E-Portfolio**

Each student will complete their Dental Hygiene E-Portfolio this semester. See Appendix for Portfolio instructions and rubric.

#### **Journal Entries**

Students will be required to complete 2 journal entries that will be a part of the E-Portfolio.

#### **Board Vitals Pre-Test**

This exam is to help prepare the students for the National Board Examination which will be taken later in the Spring semester. This exam will help the students assess what areas to focus their studies on in preparation for the Dental Hygiene National Board. This exam is a requirement of the class and will not

be calculated into the final course grade but will be counted as Complete/Incomplete toward the course requirements. There is not a grade assessed for this exam. The exam will be 200 questions, and you will have 3 hours and 20 minutes to complete the exam. You can access the exam 2 ways: check your LIT email on the day of the test and click on the link or the exam can be accessed through the Board Vitals' website. [www.boardvitals.com](http://www.boardvitals.com). Students will use their login and password to access the exam.

### **Board Vitals Posttest**

This exam will be a follow-up to the Board Vitals Pre-test. This exam is to help students fine tune their preparation for the National Board Examination. This exam is a requirement for the class and the grade earned will count as 5% of the class grade. You can access the exam 2 ways: check your LIT email on the day of the test and click on the link or the exam can be accessed through the Board Vitals' website. [www.boardvitals.com](http://www.boardvitals.com). Students will use their login and password to access the exam.

### **Moral Compass Assignment**

The Moral Compass assignment is a requirement for this class. The student will reflect and write a paper based on the information and questions found in the Moral Compass Module in Blackboard. For more information about this assignment, see the appendix.

### **Mock Interviews**

Students will be given an assignment this semester to participate in a virtual or in person Mock Interview session. More information about this assignment can be found in the appendix and in Blackboard.

## **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

3 Exams	45%
E-Portfolio Final Presentation	20%
Resume Assignment	15%
Mock Interview	10%
Moral Compass Assignment	5%
Board Vitals Post Exam	5%
2 Journal Entries	Complete/Incomplete

## **GRADING SCALE**

The student must pass the course with 75% or higher to receive credit for DHYG 2153. Failure to complete course work will result in the grade of "F" being awarded for DHYG 2153 and dismissal from the DH program. Exclusions from this policy will be dealt with on an individual basis by the instructor.

- A = 92 - 100
- B = 83 - 91
- C = 75 – 82
- D = 60 - 74
- F = 59 and below

LIT does not use +/- grading scales



## COURSE OUTLINE

### I. Insurance Coding

- A. Proper Reimbursement
  - 1. Correct coding for procedures
  - 2. Maximizing benefits for patients
  - 3. Streamline billing process
- B. Insurance Compliance
  - 1. Comply with federal and state regulations

### II. Risk Management

- A. Risk Identification
- B. Risk Reduction
  - 1. Documentation
  - 2. Communication
- C. Individual Risk Management
  - 1. Social Media

### III. Ethics and Professionalism

- A. The Health Care Provider
- B. The Dental Hygienist
- C. Professionalism
  - 1. Commercial Model
  - 2. Guild Model
  - 3. Interactive Model
- D. Interprofessionalism
- E. Competency in Dental Hygiene
- F. Standards for Clinical Dental Hygiene Practice
- G. Professional Traits for the Dental Hygienist
  - 1. Honesty and Integrity
  - 2. Caring and Compassion
  - 3. Reliability and Responsibility
  - 4. Maturity and Self- Analysis
  - 5. Loyalty
  - 6. Interpersonal Communication
  - 7. Tolerance for Others
  - 8. Respect for Self
- H. Legal Requirements for the Dental Hygienist

### IV. Ethical Theory and Philosophy

- A. Moral Development
- B. Theories of Cognitive Moral Development
  - 1. One View: Male Justice Orientation
  - 2. An Alternative View: Female Ethics Of Care

- 3. Cognitive Development Theories

### C. Character

- D. Overview of Ethical Theories
  - 1. Consequentialism, Utilitarian Ethics
  - 2. Deontology, Nonconsequentialism
  - 3. Virtue Ethics

### V. Ethical Principles and Values

- A. Ethical Dilemmas
- B. A Principle
- C. Principle of Nonmaleficence
- D. Principle of Beneficence
- E. Principle of Autonomy
- F. Principle of Justice
- G. Values and Concepts
  - 1. Paternalism
  - 2. Veracity
  - 3. Informed Consent
  - 4. Capacity
  - 5. Confidentiality
- H. Applying Principles and Values
  - 1. Prima Facie Duties

### VI. Codes of Ethics

- A. Professional Codes in Health Care
  - 1. Development of Ethical Codes
- B. Ethical Code for Dental Hygiene

### VII. Ethical Decision Making in Dental Hygiene and Dentistry

- A. Learning Ethical Decision Making
- B. Ethical Awareness
- C. Moral Distress
- D. Ethical Decision-Making Models
- E. Ethical Dilemmas for the Dental Hygienist
- F. Solving a Dilemma Using the Ethical Decision-Making Model

### VIII. Society and The State Dental Practice Act

- A. Statutory Law
- B. State Dental Boards
- C. The Practice of Dental Hygiene
- D. Rules and Regulations
  - 1. Licensure Provisions
- E. Display of License
- F. License Renewal
- G. Standards of Practice

- H. Continue Education Requirements
- I. Licensing Fees
  - 1. Scope of Practice
  - 2. Supervision Requirements
- J. Other Selected Statutory Provisions
  - 1. Abuse Reporting
  - 2. Patient Records
  - 3. Professional Liability Insurance
  - 4. CPR Certification
  - 5. Self Referral and Kickbacks
- K. Due Process

**IX. Dental Hygienist- Patient Relationship**

- A. Legal Framework for the Relationship
- B. Overview of the Legal System
- C. Civil Law
  - 1. Contract Law
  - 2. Tort Law
- D. Rights and Responsibilities of the Dental Hygienist and Patient

- E. Legal Actions for Healthcare Injuries
  - 1. Informed Consent
- F. Informed Refusal
  - 1. Professional Malpractice
  - 2. Breach of Contract

**X. Dental Hygienist-Dentist-Employer Relationship**

- A. Seeking and Obtaining Employment
- B. Employment Relationship
- C. Employment Laws
  - 1. Federal Laws Prohibiting Discrimination
  - 2. State Laws Prohibiting Discrimination
  - 3. Other Laws Providing Employee Protection
  - 4. Sexual Harassment
  - 5. Categories of Harassing Behavior
  - 6. Protection for the Dental Hygienist
- D. Employment Environment
- E. Bullying and Cyberbullying

## **COURSE OBJECTIVES**

### **Insurance Coding**

1. Ensure proper reimbursement
2. Improving patient care access
3. Enhance practice efficiency
4. Stay compliant with regulations
5. Professional growth
6. Advocate for the profession

### **Risk Management**

1. Describe the concept of Risk Management and its place in the practice of dental hygiene.
2. Identify the strategies that can be used to identify and reduce risk in dental hygiene.
3. List the elements of recommended dental record keeping.
4. Distinguish between paper and electronic dental record keeping.
5. Discuss the role of verbal and nonverbal communication in the patient- provider relationship.
6. Explain how dental hygienists should manage their own professional credentials and competency.
7. List recommendations for the appropriate use of social media both personally and professionally.

### **Ethics and Professionalism**

1. Describe the role of the dental hygienist in healthcare.
2. Explain the relationship between the healthcare provider and the patient.
3. Describe the aspects of a true profession as they apply to dentistry and dental hygiene.
4. Explain interprofessionalism and its impact on healthcare education and practice.
5. Discuss the theory of competency and skill acquisition for the dental hygienist.
6. Compare educational competencies and practice standards.
7. Identify the traits of a professional dental hygienist.

### **Ethical Theory and Philosophy**

1. Explain the main components of moral growth.
2. Describe the theories of moral development and the role of cognitive growth.
3. Discuss the character and the contribution of character development to ethical conduct for the health care provider.
4. Compare the three theories of ethical thinking, and give examples of each from oral health care.

### **Ethical Principles and Values**

1. Identify the four fundamental ethical principles
2. Define the terms autonomy, confidentiality, societal trust, nonmaleficence, beneficence, justice, and fidelity.
3. Describe the difference between a choice and an ethical dilemma.
4. Explain the role of principles in the decision-making process of the dental hygienist.
5. Identify the components of informed consent.
6. Discuss the three types of informed consent.
7. Compare the values and ethical concepts that support the principles of ethics.

### **Codes of Ethics**

1. Discuss the role of a code of ethics for the healthcare professional.
2. Explain the value to the lay public of a professional code of ethics.
3. Describe how a code of ethics can assist in the professional duty of self-regulation.
4. Compare the 1927 version and the current version of the ADHA Code of Ethics for Dental Hygienist.

5. List and describe the nine sections identified under the Standards of Professional Responsibilities of the Code of Ethics for Dental Hygienists.
6. Be familiar with the code of the American Dental Association.

### **Ethical Decision Making in Dental Hygiene and Dentistry**

1. Describe the difference between an issue of right and wrong and a true ethical dilemma.
2. Identify the goal for use of an ethical decision- making process in dental hygiene.
3. List the six steps provided in the ethical decision- making model.
4. List and discuss the categories of common ethical dilemmas for dental hygienists.
5. Apply the decision-making model to a hypothetical situation.

### **Society and the State Dental Practice Act**

1. Describe the role of the state in the governing of healthcare professions.
2. Identify the provisions likely to be included in state statutory law for the practice of dental hygiene.
3. Describe the different categories of licenses available for dental hygiene licensure.
4. List the reasons that a dental hygiene license may be denied, suspended, restricted, or revoked.
5. Compare and contrast direct supervision, indirect supervision, general supervision, and independent practice.
6. Recognize the responsibility of the dental hygienist for understanding and observing the state statutory and regulatory provisions.

### **Dental Hygienist- Patient Relationship**

1. Describe the professional obligation that exists between the dental hygienist and the patient.
2. Recognize the difference between civil law and criminal law in the US legal system.
3. Compare intentional torts and persons, intentional torts and property, and unintentional torts and negligence.
4. List and evaluate the rights and responsibilities of the dental hygienist in the provider-patient relationship.
5. State the patient's responsibilities when receiving oral health care.
6. Describe the elements of informed consent.
7. Define malpractice and contributory negligence.

### **Dental Hygienist- Dentist- Employer Relationship**

1. Describe the legal parameters of the employer-employee relationship, and state the two general categories of employment.
2. Identify the recommended strategies for preparing for a dental hygienist employment interview.
3. List the items that can and cannot legally be asked during the application and interviewing process for a dental hygienist position.
4. Describe the federal laws prohibiting discrimination and protecting worker safety.
5. Explain the concepts of sexual harassment and hostile work environment in the dental practice setting.

## **APPENDIX**

## MORAL COMPASS ASSIGNMENT

LIT Dental Hygiene Competencies	CC.1 Apply a professional code of ethics in all endeavors.
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**Definition:** anything which serves to guide a person's decisions based on morals or virtues

### Instructions:

#### **1. Introduction to Your Moral Compass:**

- Define what a "moral compass" is to you.
- Explain how you learned to be ethical, moral, and how you make decisions about right or wrong. Consider early influences like family, culture, religion, education, or key life experiences.

#### **2. Influences on Your Ethical Development:**

- Reflect on specific people (e.g., family members, mentors, or role models) and organizations (e.g., schools, community groups, or religious organizations) that have shaped your ethical beliefs.
- Discuss how these influences helped form your perspective on morality and decision-making.

#### **3. Ethical Standards in the Dental Hygiene Profession:**

- Examine how the ethical standards of the dental hygiene profession interface with your personal moral compass.
- Identify key ethical principles in dental hygiene (such as patient autonomy, non-maleficence, beneficence, and justice), and explain whether these principles align with your moral compass.
- Compare and contrast your personal values with the ethical standards of your profession. Are they similar or different? Why?

#### **4. Healthcare Providers and Their Ethical Standards:**

- Discuss whether healthcare providers (e.g., dental hygienists, doctors, nurses) have a higher standard of conduct than the average person. Why or why not?
- Consider the responsibilities healthcare professionals have to their patients, the public, and society. Discuss how these responsibilities influence ethical behavior in healthcare settings.

#### **5. Conclusion:**

- Summarize the key points you've discussed in your paper.
- Reflect on how your moral compass might evolve throughout your career in dental hygiene and how you will continue to align your decisions with professional and ethical standards.

### Submission Details:

- **Format:** Type in a word document, 1-2 pages, 12-point font
- **Due Date:** Friday, March 27<sup>th</sup> by 10:00PM
- **Submission:** Insert submission below

- **Notes:**
- Make sure to be honest and reflective in your responses, as this assignment is meant to help you understand your personal ethical development and how it applies to your future career.
- Use specific examples to support your arguments, especially when discussing how your moral compass interfaces with the professional ethical standards.
- Follow the grading rubric closely to ensure you meet all the criteria for full credit.
- The grading rubric for this assignment can be found in Blackboard under the Moral Compass Assignment Module.
- The Dental Hygiene Code of Ethics has been uploaded into Blackboard for review as you are preparing this assignment.

## **RESUME ASSIGNMENT – DUE 04/24/26 BY 10:00PM**

### **PURPOSE OF THE RESUME ASSIGNMENT:**

The purpose of the resume assignment is to help the student identify and explore career options, and to assure that each student has a professional resume to distribute to potential employers upon graduation.

### **GUIDELINES FOR RESUME ASSIGNMENT:**

Your resume assignment should be computer generated, professional quality and printed on appropriate quality paper.

Your resume assignment will consist of the following:

1. Cover Letter
2. Resume
3. Reference Page
4. Thank You Note
5. Evaluation Form

#### **Heading:**

- Identical heading should appear on all pages of the assignment
- Include name, address, mailing address, contact information (phone number, email)
- Attractive, professional, eye catching

#### **Cover Letter:**

- Reason for submitting the resume
- Reason for your interest in their practice
- Express thanks for reviewing resume
- State reason why you do not hold state licensure

#### **Resume:**

- Career Objective/what are you applying for?
- Education - Information should start with current degree and work backwards
- Honors/awards/skills
- Work Experience - Information should start with most recent position to least recent
- List any work experience that is relevant to dental hygiene
- Interests/hobbies

#### **Reference Page:**

- Minimum of three references
- Not on resume - on a separate page
- Name, degrees held (if applicable); job title; relation; mailing address; phone number; email address

#### **Thank You Note:**

- Brief thank you for the interview
- Restate your interest
- Restate your qualifications



### DHYG 2153 Resume Assignment Evaluation

LIT Dental Hygiene Competencies	CC3 Continuously perform self-assessment for lifelong learning and professional growth. PG14 Identify career options within health care, industry, education, and research and evaluate the feasibility of pursuing dental hygiene opportunities.		
Student			
Evaluator		Date:	
		Grade:	
The student, in accordance with the standards set forth by the ADA and the Dental Hygiene Program, has demonstrated the following criteria.	Possible pts/section	Points deducted for ea. missing element	Points Awarded
Heading/Introduction includes name, address, telephone, email and mailing address/appears on all pages	15	-3 up to -15	
Cover Letter: purpose of resume, interest, thank you for reviewing resume, anticipated licensure	5	-1.5	
Objective: Focused, targeted and concise	10	-5 up to -10	
Education: Emphasizes relevant coursework, GPA is better than average, what degree student expects to attain/honors/awards	10	-2	
Education is listed before employment	5	-5	
Education is listed chronologically, and all institution/degree info is listed	10	-5	
Work: work experience includes job titles, locations, list of duties or accomplishments for jobs most relevant to dental hygiene	10	-1	
Format: 1-2 pages, balanced, good font choice, pleasing design	10	-2.5	
Grammar & punctuation: no spelling errors, no grammatical errors	10	-2	
References: includes name; job position; relation; contact information	5	-1	
Thank you note included: appropriate information is included	5	-5	
Resume Assignment is submitted on time	5	-5	

## E-Portfolio Instructions

The E-Portfolio that you have created is a collection of work that documents evidence of growth, competency, and/or critical thinking. It is a personal tool for self-assessment and to aid in developing life-long learning skills and to showcase your professional accomplishments throughout your education. Examples of your work and clinical assessments are presented in your portfolio to support your accomplishments with each program competency.

The following are the main competencies of the LIT Dental Hygiene program curriculum:

1. **Professionalism** - ethics, values, skills, and knowledge integral to all aspects of the profession. Apply a professional code of ethics in all endeavors.
2. **Health Promotion/Disease Prevention** - knowledge of wellness, health determinants, and characteristics of various patient/client communities.
3. **Community** - to assess, plan, and implement programs and activities to benefit the general population.
4. **Patient Care** - using skills to assess, diagnose, plan, implement, and evaluate treatment.
5. **Career Growth and Development** - increase patients' access to dental hygiene, offer ways to influence the profession and the changing health care environment.

The following pages you will find the assignments that should be included in your E-portfolio during your 2<sup>nd</sup> year of dental hygiene school. The final grading of the portfolio will comprise 20% of your course grade in DHYG 2153/Dental Hygiene Practice.

### Spring Semester

#### DHYG 1315 – Community Dentistry Project

Upload Part 1 of your Oral Health Program (with corrections made)

- Choose 2-3 competencies at which you excelled in this assignment.
- Explain why you feel you excelled in these competencies
- Reflect on how this program might help you when you are working as a dental hygienist.

#### 2<sup>nd</sup> Year Journal

Upload journal entries for this semester. These should be added to the 1<sup>st</sup> Year journal entries and last fall semester journal entries.

#### DHYG 2153 – Resume (optional)

#### Community Service (If you have completed any community service – optional)

Write a description of your community service. Include where you volunteered (can include Fall semester Fluoride Varnish program), what you did for the organization, who you interacted with, and how long you volunteered. This should be added to 1<sup>st</sup> Year entries and last fall semester. Answer the following questions:

1. What did you discover about yourself while volunteering?
2. Reflect on how volunteering is helping you grow as a professional.

## **DHYG 2153 – Conclusion (due May 4<sup>th</sup>)**

**The conclusion should be written in paragraph form. The conclusion to your E-Portfolio is a reflection on each of the main competencies of the LIT Dental Hygiene Program and should contain the following:**

- a) Explain what the competency means to you now that you are completing the program.
- b) Explain if the competency is a strength or weakness for you. If it is a weakness, what will you do to turn it into a strength?
- c) Explain how the competency has shaped you as an RDH.
- d) Explain how you will continue to meet the competency in private practice.

The E-Portfolio that you have created is a collection of work that documents evidence of growth, competency, and/or critical thinking. Examples of your work and clinical assessments are presented in your portfolio to support your accomplishments with each program competency.

**This Portfolio is 20% of your grade in DHYG 2153.**

E-Portfolio Assignment Rubric								
	2	1	0	Intro	Research Project	Care Plan	Med. comp	Perio
Assignment Submissions	Assignment submitted by due date.	Assignment is submitted after due date.	Assignment is not submitted.					
Assignment Completion	Assignment is complete on 1 <sup>st</sup> submission.	Assignment is complete after 2 <sup>nd</sup> submission.	Assignment is complete several submissions.					
Identifying Competencies	Student correctly identifies 2-3 competencies that are met by the assignment.	Student correctly identifies 1 competency that is met by the assignment.	Student does not correctly identify any competencies that are met by the assignment.					
Self-Assessment	Student's self-assessment shows how the competencies are met with the assignment.	Student's self-assessment does not show how the competencies are met with the assignment.	Student did not include a self-assessment of the assignment.					
Application	Student's reflection shows how the assignment might be applied after graduation.	Student's reflection does not show how the assignment might be applied after graduation.	Student did not include a reflection of how the assignment might be applied after graduation.					
Revision	Revision is evident after the 1st submission with substantial improvement in content, organization, and clarity.	Revision is made after the 2nd submission, with moderate improvements in content, organization, or clarity.	No revision or minimal effort made to improve after feedback.					

	2	1	0	Oral Path Case Study	Journal	Comm. Project	Comm. Service	Conclusion
Assignment Submissions	Assignment submitted by due date.	Assignment is submitted after due date.	Assignment is not submitted.					
Assignment Completion	Assignment is complete on 1 <sup>st</sup> submission.	Assignment is complete after 2 <sup>nd</sup> submission.	Assignment is complete several submissions.					
Identifying Competencies	Student correctly identifies 2-3 competencies that are met by the assignment.	Student correctly identifies 1 competency that is met by the assignment.	Student does not correctly identify any competencies that are met by the assignment.					
Self-Assessment	Student's self-assessment shows how the competencies are met with the assignment	Student's self-assessment does not show how the competencies are met with the assignment.	Student did not include a self-assessment of the assignment.					
Application	Student's reflection shows how the assignment might be applied after graduation.	Student's reflection does not show how the assignment might be applied after graduation.	Student did not include a reflection of how the assignment might be applied after graduation.					
Revision	Revision is evident after the 1st submission with substantial improvement in content, organization, and clarity.	Revision is made after the 2nd submission, with moderate improvements in content, organization, or clarity.	No revision or minimal effort made to improve after feedback.					
Comments:			Grade calculation: points earned/possible points (100)					

## **E-PORTFOLIO JOURNAL ENTRIES**

**P1.** Apply a professional code of ethics in all endeavors.

**P3.** Continuously perform self-assessment for lifelong learning and professional growth.

**HP5.** Promote the values of oral and general health and wellness to the public and organization within and outside the profession.

**CG14.** Identify career options within healthcare industry, education, and research and evaluate the feasibility of pursuing dental hygiene opportunities.

### **Journal Entry #1 – Due February 16, 2026**

Answer the following questions:

1. How did you feel coming into this semester in comparison to previous semesters? Did you feel more prepared for entering the last semester of clinic or did you feel you were not well prepared?
2. What is one weakness you can identify in yourself involving clinic?
3. Where do you see your most growth in clinic? Did you see the most growth in your patient management, instrumentation skills, time management, communication skills, etc. There could be more than one answer.

### **Journal Entry #2 – Due April 27, 2026**

Answer the following questions:

1. Reflecting on your dental hygiene school experience, summarize how you felt on the first day of pre-clinic to where you are today. (i.e. the first day you held the mirror, probe, working on a live patient, etc.)
2. What is one of the most important things you have learned about yourself that has helped you grow into a dental hygienist that you did not know about yourself prior to starting the dental hygiene program?
3. Do you feel prepared/ready to be an entry level dental hygienist?

**Submit these entries to your E-Portfolio by the due dates.**

## **MOCK INTERVIEW ASSIGNMENT**

The purpose of a mock interview is to simulate a real interview environment, allowing the participant to practice responding to common questions, receive feedback on their performance, and build confidence in their communication and presentation skills. It helps identify strengths and areas for improvement, preparing them for success in actual job interviews.

Each student will be given a designated time to meet for a virtual mock interview session. The interviewer will be grading the student and providing feedback from the interview session.

The student will be evaluated on professionalism, appearance, confidence in answering the questions, demeanor, punctuality and computer usage skills.

The grading rubric can be found on the next page as well as in Blackboard. There is also a list of sample interview questions in Blackboard.

Once the Mock Interview session has been completed, the student should go to Blackboard and submit the date of their interview to flag that the assignment is complete under the Mock Interview Module assignment.

MOCK INTERVIEW ASSIGNMENT					
LIT Dental Hygiene Competencies	P.1 Apply a professional code of ethics in all endeavors CG.14 Identify career options within health care, industry, education, and research and evaluate the feasibility of pursuing dental hygiene opportunities				
Student Name					
Interviewer				Date	
Criteria	Excellent (4)	Good (3)	Satisfactory (2)	Needs Improvement (1)	Points
Professionalism, Confidence & Appearance	Dresses appropriately in professional attire, appears well-groomed, and presents a confident, positive demeanor. Demonstrates strong body language (good posture, appropriate gestures), stays calm, and conveys confidence.	Dresses appropriately but may lack some polish in appearance or confidence. Demonstrates positive body language, but may show slight nervousness or lack of full engagement.	Somewhat professional, but appearance or demeanor could be improved for a more polished look. Body language is neutral or shows some signs of nervousness or lack of confidence.	Lacks professionalism in attire or demeanor, appears unprepared. Body language indicates significant discomfort, nervousness, or lack of engagement.	/4
Communication Skills	Speaks clearly and confidently, uses appropriate dental terminology, maintains good eye contact, and engages in active listening.	Communicates clearly but may have slight hesitations or occasionally lacks eye contact.	Communication is clear but may lack confidence or proper dental terminology; occasional distractions.	Struggles to communicate effectively, lacks clarity, or doesn't use proper dental terms.	/4
Response to Questions	Answers all questions thoroughly and thoughtfully, demonstrates critical thinking and problem-solving abilities. Provides concise but complete answers and stays on track throughout the interview.	Answers most questions effectively but could provide more depth or clarification in some areas. Offers responses that are slightly too brief or too lengthy.	Provides satisfactory answers but may lack full understanding or offer vague responses. Some answers may be too brief or long-winded in parts.	Struggles to answer questions appropriately or provides incomplete responses, rushing answers or going off-topic.	/4



Criteria	Excellent (4)	Good (3)	Satisfactory (2)	Needs Improvement (1)	Points
Punctuality	Logs into the virtual interview on time, ready to begin.	Logs in a few minutes late but is still prepared to begin.	Logs in late, causing a slight delay in the start of the interview.	Logs in very late or misses the interview without a valid reason.	/4
Use of Computer/Technology	Demonstrates excellent use of virtual interview platform (clear audio/video, good lighting, minimal distractions).	Uses the virtual interview platform effectively, but with minor technical issues (e.g., slight audio delay or lighting).	Has difficulty with the technology (e.g., poor lighting, unclear audio, technical interruptions).	Struggles with basic technology (e.g., poor connection, no video/audio) or is unprepared for the virtual platform.	/4
FEEDBACK:					