

## COURSE SYLLABUS

<b>Semmelweis University Faculty of Dentistry, Department of Preclinical Dentistry</b>
<b>Name of the course: SUMMER PRACTICE OF DENTAL ASSISTANCE</b> <b>Credit value: 0</b> <b>Lessons (<i>in hours</i>): 60 hours (2 week)      lectures:      practicals: 60      seminars:</b> <b>Type of the course: <u>compulsory</u>    obligatory elective    elective    criterion requirement</b> <b>Semester in which it is announced according to the curriculum: 2.</b> <b>Frequency of announcement (<i>per semester or year</i>): per year</b> <b>The responsible educational and research organizational unit for teaching the subject: Department of Preclinical Dentistry</b>
<b>Academic year: 2024/2025 summer</b>
<b>Subject (NEPTUN) code<sup>1</sup>: FOKOASZ406_1A</b>
<b>Lecturer of the course: Prof. Dr. Márton Krisztina</b> <b>Academic position: professor, Head of Department</b> <b>Contact: fprop@semmelweis.hu</b>
<b>The goals of the course in the context of the training program:</b> The aim of the subject is to introduce the equipment, the instruments, the materials and methods most widely used during the dental treatment and to introduce the students into the dental workflow. It is essential to have a view from the dental assistant's side concerning the clinical and practical work in the forthcoming clinical practice. Student has to acquire the main rules of the correct behaviour towards the assistants and the patients.
<b>Location of the course (<i>address of lecture hall, seminar room etc.</i>):</b> <b>1st week: Skill Halls (Szentkirályi utca 47. Budapest, 1088)</b> <b>2nd week: Dental Clinics of the Dental Faculty (according to disposition)</b>
<b>Competences acquired by completion of the course:</b> Student will be aware of the employment of the equipment, the instruments, the materials and methods most widely used during the dental treatment and the dental workflow, registration of patient data. Student acquires the main rules of the correct behaviour towards the assistants and the patients.
<b>Pre-study requirements and prerequisites of course registration and completion: -</b>
<b>Number of students required for announcement of course (<i>min., max.</i>):</b>
<b>Method of course registration: Neptun system</b>
<b>Detailed course/lecture description<sup>2</sup>:</b> ( <i>to facilitate credit recognition in other institutions</i> ) <b>Lectures:</b>

1st week: Dr. Márton Krisztina, Dr. Demeter Tamás, Dr. Dézsi Anna Júlia, Dr. Erdei Csilla, Dr. Jelencsics Dávid, Dr. Kovács Szilárd Dávid, Dr. Vass Andrea Fanni, Dr. Vincze Zsófia Éva, Dr. Heizer Ágnes  
(Az oktatók változhatnak.)

### The programme of the practice:

#### FIRST WEEK

MONDAY	9.30-10.30 h	Introduction of the Practice, administration. Fire and Job Security Rules for Students, Code of Conduct.	1. kurzus Dr. Demeter	2. kurzus Dr. Erdei
TUESDAY	1. 8.30 – 10.30 h 2. 11.00 - 13.00 h	Introduction of the Dental Clinical and Training Centre, patient check in. <u>Lectures:</u> General tasks of the dental assistants, main parts of their profession and responsibilities in the different departments. Structure of the patient administration system.	Dr. Dézsi	Dr. Vincze
WEDNESDAY	1. 8.30 – 10.30 h 2. 11.00 - 13.00 h	Visiting the Central Sterilization Unit. <u>Lectures:</u> Contamination, disinfection, principles of sterilization, chairside assistant responsibilities. Infection control, documentation and quality assurance. Hand hygiene, avoidance of pinprick accidents.	Dr. Demeter, Dr. Jelencsics	Dr. Kovács Sz. Dr. Heizer
THURSDAY	1. 8:00-11:00 h 2. 11:30 - 14:30 h	Presentation of manual and machine mixing of impression materials, mixing procedures of different types of impression materials: silicone, polyether and alginate. Impression taking on phantom heads. Lectures: Basic and auxiliary materials used in the dental office: impression materials, filling materials, luting materials and endodontic disinfectants.	Dr. Demeter	Dr. Erdei
FRIDAY	1. 8:00-11:00 2. 11:30-14:30	Phosphate cements, polycarboxylate cements, calcium-hydroxide, glass-ionomer cements. Presentation of four-handed dentistry and practicing four-handed treatment on phantom heads. <u>Lectures:</u> Ergonomics and four-handed dentistry, dentist work position, patient position on upper and lower arch	Dr. Dézsi	Dr. Vincze

## SECOND WEEK:

MONDAY– FRIDAY: ASSISTANT PRACTICE AT THE DIFFERENT DEPARTMENTS OF THE DENTAL AND CLINICAL TRAINING CENTRE.

**Courses (*obligatory and elective*) which in part or entirely overlap the topics of above course:**

**Special academic work required for completion of the course<sup>3</sup>:**

**Attendance on practices and lectures, replacement in case of missed sessions:**

Attendance is compulsory during the two-week practice. It is not necessary to provide absence documentation for the allowed absence. If absence exceeds **10%**, please refer to the Code of Conduct.

**Consequences of absence from sessions and exams:**

Attendance is **compulsory** during the two week practice. **The allowed absence is 10 %, ONE day.** The opportunity to make up for a missed practice session will be given individual consideration.

**Method of checking acquired knowledge during the study period<sup>4</sup>:**

**Requirements of an accepted semester (*signature of the lecturer*):**

**A minimum of 90 % of presence.**

**Type of the exam: practical grade (on a scale of three)**

**Requirements of the exam<sup>5</sup>: -**

**Grading of courses<sup>6</sup>:** Three grades of assessment (fail, pass, excellent) based on knowledge and activity in the exercises.

**Exam registration: -**

**Rules of repeating exams: -**

**List of textbooks, lecture notes and recommended textbooks, online materials:**

**Signature of course lecturer: Prof. Dr. Krisztina Márton**

**Signature of head of department: Prof. Dr. Krisztina Márton**

**Date of submission: 2025. április 7.**

**Opinion of OKB:**

**Notes from the Dean's Office:**

**Signature of Dean:**

<sup>1</sup> Filled out by the Dean's Office following approval

<sup>2</sup> Detailed and numbered for each week of theoretical and practical lessons one by one, indicating the names of lecturers and instructors

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<sup>3</sup> Eg. field practice, medical chart analysis, survey conducting, etc.

<sup>4</sup> Eg. homework, report, midterm exam etc. Topics, dates, method of retake and replacement.

<sup>5</sup> List of topics in case of theoretical exam, thematic and method in case of practical exam.

<sup>6</sup> Method of inclusion of theoretical and practical exams. Method of inclusion of midterm assessments.