

COURSE CRITERIA

<p style="text-align: center;">Semmelweis University, Faculty of Dentistry Department of General Dental Preclinical Practice</p>
<p>Name of the course: DENTAL ASSISTANT SUMMER PRACTICE</p> <p>Credits: 0</p> <p>Lessons (<i>in hours</i>): 60 hours (2 weeks) lectures: - practicals: 60 seminars: -</p> <p>Type of the course: <u>compulsory</u> optional elective criterion requirement</p> <p>Frequency of announcement (<i>per semester or year</i>): yearly</p>
<p>Academic year: 2024/2025</p>
<p>Subject code¹: FOKOASZ406_1A</p>
<p>Lecturer of the course: Dr. Márton Krisztina position: professor, Head of Department Contact: fprop@semmelweis.hu</p>
<p>The goals of the course in the context of the training program: The aim of the subject is to introduce equipment, instruments, materials and methods most widely used during dental care and to provide insight into the dental workflow. It is essential for students to become familiar with the dental assistant's clinical and practical work in order to be prepared for the forthcoming clinical practice. Students learn the main rules of conduct towards assistants and patients.</p>
<p>Location of the course (<i>address of lecture hall, seminar room etc.</i>):</p> <p>1st week: Földvári Hall (Szentkirályi utca 47. Budapest, 1088) 2nd week: Dental Clinics of the Dental Faculty (according to disposition)</p>
<p>Competences acquired by completion of the course: Students will learn how to use the equipment, instruments, materials and methods most widely used during dental treatment and the dental workflow, and registration of patient data. Students learn the main rules of conduct towards assistants and patients.</p>
<p>Pre-study requirements and prerequisites of course registration and completion: -</p>
<p>Number of students required for announcement of course (<i>min., max.</i>):</p>
<p>Method of course registration: Neptun system</p>
<p>Detailed course/lecture description²: (<i>to facilitate credit recognition in other institutions</i>)</p> <p>Lectures: 1st week: Dr. Márton Krisztina, Dr. Dézsi Anna Júlia, Dr. Erdei Csilla, Dr. Kovács Zoltán, Dr. Demeter Tamás, Dr. Vass Andrea Fanni, Dr. Vincze Zsófia Éva (Az oktatók változhatnak.)</p> <p>The programme of the practice:</p>

FIRST WEEK

MONDAY	9.30-10.30 h	Introduction to the Summer Practice and administrative tasks. Fire and Work Safety Rules for Students, Code of Conduct.
TUESDAY	1. 8.30 – 10.30 h 2. 11.00 - 13.00 h	Introduction of the Dental Clinical and Training Centre, patient check-in. Lectures: General tasks of the dental assistants, the main aspects of their job, and responsibilities in the different departments. The structure of the patient administration system.
WEDNESDAY	1. 8.30 – 10.30 h 2. 11.00 - 13.00 h	Visiting the Central Sterilization Unit. Lectures: Contamination, disinfection, the principles of sterilization, chairside assistant responsibilities. Infection control, documentation, and quality assurance. Hand hygiene, avoidance of pinprick accidents.
THURSDAY	1. 8:00-11:00 h 2. 11:30-14:30 h	Presentation of manual and machine mixing of impression materials, and 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, filling and luting materials, endodontic disinfectants.
FRIDAY	1. 8:00-11:00 2. 11:30-14:30	Phosphate and polycarboxylate cements, calcium-hydroxide, and glass-ionomer cement. Presentation of four-handed dentistry and practicing four-handed treatment on phantom heads. Lectures: Ergonomics and four-handed dentistry, dentist work position, patient position on the upper and lower arch.

SECOND WEEK:

MONDAY TO FRIDAY: ASSISTANT PRACTICE AT VARIOUS HEALTHCARE INSTITUTIONS OF THE FACULTY OF DENTISTRY

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

Special academic work required for completion of the course³:

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 period⁴: -
Requirements of an accepted semester (<i>signature of the lecturer</i>): A minimum of 90% presence.
Type of the exam: practical grade (on a scale of three)
Requirements of the exam⁵: -
Grading of courses⁶: -
Exam registration: -
Rules of repeating exams: -
List of textbooks, lecture notes and recommended textbooks:
Signature of course lecturer: Dr. Krisztina Márton
Signature of head of department: Dr. Krisztina Márton
Date of submission: March 21, 2025
Opinion of OKB:
Notes from the Dean's Office:
Signature of Dean:

¹ Filled out by the Dean's Office following approval

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

³ Eg. field practice, medical chart analysis, survey conducting, etc.

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

⁵ List of topics in case of theoretical exam, thematic and method in case of practical exam.

⁶ Method of inclusion of theoretical and practical exams. Method of inclusion of midterm assessments.