



## *CDM 2175 - QA Rotation*

### I. Course Information

**Course:** CDM 2175 - QA Rotation  
**Semester and Year:** Fall 2021  
**Course Start and End Dates:** 07/26/2021 - 12/12/2021  
**Course Reference Number:** 24020  
**Semester Credit Hours:** 1.0

### II. Instructor Information

**Professor:** Carolyn A Coleman  
**Email:** ccoleman@nova.edu  
**Office Hours:**  
 Room 4328 B  
 Monday, Tuesday, Thursday 9:00 am - 4:30 pm (appointment recommended)  
 Wednesdays: By appointment only (afternoon)

### III. Class Schedule and Location

Day	Date	Time	Location	Building/Room
	07/26/2021 - 12/12/2021		Ft Lauderdale/Davie Campus	-

### IV. Course Description

The student will work together with the Quality Assurance Dental Faculty to perform the annual examination and assessment of recare patients in the Davie Predoctoral Recare Clinic. Beginning with the fall semester, the D2 students will be paired and assigned to the same patient(s) for the same clinical session. The students will be required to review their assigned patient's chart prior to the appointment and meet with QA staff prior to the QA appointment in order to become familiar with the patient's previous medical and dental history. At the clinical visit, the annual Medical/Dental History and Oral Disease Risk Assessment (forms in axiUm) for their patient will be completed by the students and reviewed/discussed with the QA Faculty. The student will perform a head and neck examination under the direct supervision and guidance of QA Faculty. This will afford the student direct hands-on experience with exam protocols, including taking and reviewing radiographs, caries risk assessment, and the axiUm EHR protocols prior to actual patient assignment/treatment in the D3 year. With faculty assistance, the students will have the opportunity to observe, record, and evaluate restorations and pathology, and plan and present preventive and recare treatment as needed. This clinical experience will allow the student to practice the skills that they have learned in the D1 Interdisciplinary Record Keeping and Cariology lectures, and to observe dentist-patient communication, and time management prior to entering the clinic in the D3 year. The audit portion of the QA forms will be completed by the student in advance of the clinical session and brought to the clinical session, where the clinical portion will be completed. The QA forms are required to be submitted at the end of the clinical session as verification of student attendance and participation, especially

when a patient may have failed the appointment. For the third session of QA, from Nov through the Winter semester, the student will be required to satisfactorily complete the QA forms prior to the clinical session, and demonstrate their ability to independently complete and document the QA exam in axiUm.

## V. Course Objectives / Learning Outcomes

### Course Learning Outcomes

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

1. Navigate the axiUm EPR (electronic patient record), including location of attachments, radiographs, forms, and Tx History views.
2. Report on previous treatment performed at NSU.
3. With faculty guidance, perform and record findings from a head and neck cancer screening, recognize suspicious findings and refer appropriately.
4. Review and update the Oral Disease Risk Assessment form in axiUm and develop and present an appropriate preventive treatment plan for a maintenance patient based on the oral disease risk assessment.
5. Observe the performance of an intraoral exam, prescription and evaluation of necessary radiographs, and entry of new findings in the axiUm EHR.
6. Observe the presentation, acceptance and entry into axiUm of a Recare treatment plan.
7. Complete appropriate treatment codes and enter a clinical note documenting the exam, treatment plan discussion, and patient consent.
8. Apply the concepts of intraoral photography to the patient record keeping process
9. Be able to add the properly captured images to the Electronic Health Record
10. Follow proper HIPAA protocols throughout the process

**COLLEGE OF DENTAL MEDICINE COMPETENCY STATEMENTS Faculty Note: Use the most updated version of the CDM Predoctoral Competency document to select the corresponding competencies for this course. Be sure to select the number of the competency statement and the verbatim competency statement as it appears on the competency document. For each competency indicate the type of assessment (formative or summative) that will be employed to measure the attainment of the competency**

### Core Competencies:

**1. Graduates must be competent in patient assessment, diagnosis, comprehensive treatment planning, prognosis, and informed consent.**

***[CODA Predoctoral Standard 2-24(a)]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

**2. Graduates must be competent in screening and risk assessment for head and neck cancer.**

***[CODA Predoctoral Standard 2-24(b)]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

**4. Graduates must be competent in health promotion and disease prevention, including caries management.**

***[CODA Predoctoral Standard 2-24(d)]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

**15. Graduates must be competent in the evaluation of the outcomes of treatment, recall strategies, and prognosis.**

***[CODA Predoctoral Standard 2-24(o)]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

**19. Graduates must be competent in the application of biomedical science knowledge in the delivery of patient care.**

***[CODA Predoctoral Standard 2-15]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

**21. Graduates must be competent in managing a diverse patient population and have the interpersonal and communications skills to function successfully in a multicultural work environment.**

***[CODA Predoctoral Standard 2-17]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

**22. Graduates must be competent in applying legal and regulatory concepts related to the provision and/or support of oral health care services.**

***[CODA Predoctoral Standard 2-18]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

**27. Graduates must demonstrate competence in the ability to self-assess, including the development of professional competencies and the demonstration of professional values and capacities associated with self-directed, lifelong learning.**

***[CODA Predoctoral Standard 2-11]***

Formative Assessment - rotation participation and performance, Daily clinical grades.

Summative QA ICPA

- This refers to the same as the items in the CDM Competency Document; please see them listed below.

**FOUNDATION KNOWLEDGE**

**STATEMENTS FOR THE GENERAL DENTIST**

1. **FK1-7:** Apply knowledge of biological systems and their interactions to explain how the human body functions in health and disease. (Encompasses Physiology, General and Systems Pathology, etc.).
2. **FK3-1:** Apply knowledge of the principles of radiation to understand radiobiologic concepts and the uses of radiation in the diagnosis and treatment of oral and systemic conditions (Encompasses Basic and Oral Radiology, etc.).
3. **FK4:** Apply knowledge of the principles of genetic, congenital and developmental diseases and conditions and their clinical features to understand patient risk in the prevention, diagnosis, and management of oral disease and the promotion and maintenance of oral health.
4. **FK5:** Apply knowledge of the cellular and molecular bases of immune and non-immune host defense mechanisms in the prevention, diagnosis, and management of oral disease and the promotion and maintenance of oral health.
5. **FK6:** Apply knowledge of general and disease-specific pathology to assess patient risk in the prevention, diagnosis, and management of oral disease and the promotion and maintenance of oral health.
6. **FK6-4:** Explain the impact of systemic conditions on the treatment of dental patients. (Encompasses Systemic Pathology, Internal Medicine, Medically Complex Patient, etc.).
7. **FK7-2:** Apply the principles of epidemiology to achieving and maintaining the oral health
8. of communities and individuals. (Encompasses Epidemiology, Public Health, Preventive Medicine, Preventive Dentistry, etc.).
9. **FK8:** Apply knowledge of pharmacology in the prevention, diagnosis, and management of oral disease and the promotion and maintenance of oral health.
10. **FK9:** Apply knowledge of sociology, psychology, ethics and other behavioral sciences in the prevention, diagnosis, and management of oral disease and the promotion and maintenance of oral health.
11. **FK10-3:** Apply the basic principles of information systems, use, and limitations, to information retrieval and clinical problem solving. (Encompasses Dental Informatics, Health Informatics, Descriptive and Analytical Epidemiology, Evidence-Based Dentistry, Library Sciences, etc.).

## VI. Materials and Resources

## Course Required Texts and Materials:

**Armamentarium:** Please bring:

- blood pressure cuff and stethoscope
- safety glasses for both operator and patient
- hand mirror for patient education

## Required References:

axiUm links: ASA Classification, axiUm charting guidelines; Oral Medicine Guidelines

**Faculty Note:** Please indicate the textbooks that are **required** for the class and if available, a hyperlink to the textbook. Also, indicate if there are articles or links to **required readings** that are required for the class *and* the site where the articles are available for the student (such as: Canvas, library, database).

**Course Supplemental Materials:** The CAMBRA (Caries Risk Assessment Form) will be the guideline for formulating the Caries Risk Assessment/Preventive Treatment Plan.

- Supplemental, Recommended, Optional, NOT required.

**The access to all instructional resources included in this course, such as, lectures, handouts, manuals, PowerPoint presentations, videos, photographs, pictures, articles and web links is limited to students who are enrolled in the course and is not for public distribution. The use of these instructional resources is exclusively for non-commercial and non-profit educational use. Students are recommended to download the instructional resources provided in the course, UNLESS, the course director instructs NOT to download specific files. We recommend that all students download, save, and keep the instructional materials from all the courses. These instructional resources will be very helpful references as you progress from year to year in the program.**

## VII. Course Schedule and Topic Outline

### Course Schedule:

Wednesday 9:00 am - 12:00 pm

### Topic Outline:

**“Important note – Please note that due to the current Coronavirus pandemic, course schedules and course activities may be modified now and in future.**

**Faculty and students are responsible for keeping apprised of these changes and adjusting their schedules accordingly.”**

## VIII. Assignments

### Description of Assignments, Point Value and Rubrics

1. For the first two QA rotations treating patients (starting July, 2021) the student will prepare the chart review paperwork, plan the treatment codes, and review paperwork with QA Advisors on the Friday or Monday afternoon prior to the QA rotation. Students will work in pairs, with faculty assistance, to complete the steps of the QA Periodic Exam as well as complete the proper documentation into the patient chart.

2. QA ICPA: At the 3rd and final QA rotation (November 2021 - April 2022), the student will independently prepare the pre-appointment paperwork, plan the treatment macro codes and bring the completed forms to the assigned rotation, at which time they will complete the patient's annual periodic exam. Upon successful completion of the both preparation for and the actual periodic exam, the student will complete their QA ICPA requirement. The grading will evaluate the student's successful completion of the following:

1. Pre-appointment chart audit (advance paperwork)
2. Medical History/Clinical Exam
3. Radiology (X-RAY management - recognizing which x-rays need to be taken and why)
4. Odont Exam (recognize past and future treatment)

5. Caries Risk Assessment/Preventive Treatment Plan (homecare presented, patient discussion)
6. Recare Treatment Plan (if necessary)
7. Referral (if necessary)
8. Record Keeping (accuracy of notes-codes-forms)

The ICPA grading form is attached. Satisfactory completion of the QA ICPA will be required to receive a passing grade in this class.

**Observation: May - July 2021: D2 student will observe D4 student during a QA EXAM**  
**First rotation - Student Assistant (to a Student Dr.)**  
**Second rotation - Student Dr. (with a Student Assistant)**  
**Third rotation - Student Dr. works without an assistant (ICPA)**

## IX. Grading Criteria

Provide a List of all the graded work in the course ( Assessments, Class Activities, Classwork and Assignments) with Point or Percentage Values, or required Completion item.

Grading Scale:

### Grading Policy: Pass/Fail

1. Satisfactory completion of chart audits PRIOR to the assigned QA rotation session on a minimum of 2 patients during the summer-fall semesters, and 1 ICPA patient by the end of the Winter term.
2. 100% attendance at all assigned clinical rotation sessions
3. Satisfactory completion of chart review assignment
4. Satisfactory participation in clinical component of QA patient exam as evaluated using the criteria on the Clinic Grading form. See attached rubric.
5. Clinical Grading: Students must receive S or U grades for all Sessional grading questions on the Evaluation form. Any grade of “U” could result in Failure and the student will be required to remediate with QA Faculty and then repeat the clinical session with passing grades.

**Students who miss the rotation (either excused or unexcused) must complete a make-up session prior to the end of the current term.**

**Students who receive a “U” daily grade will need to remediate during the current term.**

**Armamentarium:** Please bring:

- blood pressure cuff and stethoscope
- safety glasses for both operator and patient
- hand mirror for patient education

	<b>E</b>	<b>S</b>
	<b>Excellent/Minimal guidance</b>	<b>Satisfactory with m</b>
<b>Pre-appointment chart audit</b>	All QA forms completed to standards, prior to patient's scheduled appointment time	All QA forms compl appointment. Minor c

<b>Medical History/Clinical Exam</b>	Medical/dental history reviewed and updated. Medical conditions entered and appropriate for all listed medications. Appropriate medical alerts present and no mis-match with MedHx questions. IOE/EOE exams performed and documented on new Clinical Exam form.	Understands concept Able to perform with faculty guidance and
<b>Odontologic Exam/Risk Assessment</b>	Appropriate radiographs prescribed, assessed, and assessment documented. New findings charted. Perio exam reviewed. Risk assessment form updated and CRA enter appropriate to clinical findings	Understands concept Able to perform with faculty guidance and
<b>Preventive Treatment Plan</b>	Reviewed and documented patient compliance with previous recommendations. PTP updated according to current risk assessment. Recall interval takes into account all disease risk factors. Fluoride rx dispensed for high risk patients. Satisfactory documentation of patient's understanding of the PTP.	Understands concept Able to perform with faculty guidance and
<b>Recare TP/Referrals</b>	Revised/Recare TP entered. Patient acceptance documented in clinical note. Referral, if needed, discussed with patient, entered using Referral form in axiUm, and routed correctly, including referral to Recare PCC for status change.	Understands concept Able to perform with faculty guidance and

Add/Edit Evaluation - Acevedo, Manuel (366479)

Evaluation Information  
 Provider: [Redacted] ... Period: 2 Date: 07/06/2021  
 Discipline: [Redacted]  
 Form: QA  Competency

Academic Information  
 Evaluator:  Instructor  Provider  
 Instructor: Lara, Elaine  
 Held For: [Redacted] X

OK Cancel

Question	Grade
**Self-Eval form in PP reviewed/approved	
RECARE/QA Sessional Grading	
Pre-appointment Chart Audit	
Medical History/Clinical Exam	
Radiology	
Odontologic Exam/Risk Assessment	
Preventive Treatment Plan	
Recare TP/Referrals	
Recordkeeping (notes-codes-forms)	
Faculty Eval Student Self-Assessment	

Grade	Description
S	Satisfactory
U	Unsatisfactory

Time (Hrs): Total RVU: 0.00 View Other

Procedure	Site	Surf.	Stat.	Description	RVU	Question	Grade
CMP-QA			C	QA/Ext ICPA	0.00	Did the student pass the ICPA?	

S = done prior to appt  
 U = not done prior to appt

**Course Final Grade Mode for the course (Pass/Fail, PR/NPR or Letter Grade). For a continuum course, please specify the grade mode for each semester.**

**Grade Mode:**

Summer and Fall terms: PR/NPR

Winter term: Pass/Fail

### Course Grading Scale

Letter Grade	GPA	Equivalence
A	4	93 to 100
A-	3.75	90 to < 93
B+	3.5	86 to < 90
B	3	83 to < 86
B-	2.75	80 to < 83
C+	2.5	76 to < 80
C	2	70 to < 76
F	0	<70

## X. Course Policies

### COURSE ATTENDANCE REQUIREMENTS, REMEDIATION POLICY, ALL CDM POLICIES

**Attendance Policy :** Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

**Link to the handbook:**

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Polices%20and%20Procedures/Pre%20a2020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

**Remediation Policy:** Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

**“Successful completion of each CDM course requires compliance with the CDM Code of Behavioral Conduct.”**

**CDM College Attendance Policy** Please note that, the Office of Admissions, Student Affairs and Services manages excused absences including sick days, mission trips, dental meetings, externships, interviews, family events, and other personal leave time, etc. and all student absences will continue to be tracked in axiUm. (Please refer to NSU Wide Religious Holidays Policy in the Student Handbook.) • Planned excused absences: please fill out the appropriate paperwork, with backup documentation (e.g. physician’s note), and submit on the online portal for the Office of Student Services prior to the scheduled absence, so that we can approve the leave time, and help you map out a plan to make up the work. It is the student’s responsibility to inform the course director for any courses you will be missing, your team leader for any clinic sessions that will be missed and/or the Coordinator of Extramural Programs (Dr. Mairelina Godoy), etc. of your planned absence(s). • Unplanned excused absences: please email Dr. Galka at [agalka@nova.edu](mailto:agalka@nova.edu) with a cc to [cdmservices@nova.edu](mailto:cdmservices@nova.edu) to report that you will be out, the reason for your absence and to also let us know if you plan to return to school the following day. You should also email the course director for any courses you will be missing, Dr. Mairelina Godoy [mg1189@nova.edu](mailto:mg1189@nova.edu) for any rotations you will be missing and/or your team leader for any clinic sessions scheduled for that day. You must continue to email us daily to keep us updated if you will be out additional days and you can submit your SREA form together with backup documentation when you know the date you will return to school. • The student will be responsible for making up all missed rotations, all material presented in lectures, all laboratory projects, all written and practical examinations (including OSCEs) and must fulfill all didactic and clinical responsibilities as outlined in the individual course syllabi. Also, please review the attendance policy in the individual course syllabi. • Please do not schedule externships or interviews when you are scheduled for an examination or rotation. • Remember, it is your responsibility to reach out to our office for any unexcused absences to see if these fall under excused absences and/or to see how the unexcused absence will be managed. Also, please contact Dr. Mairelina Godoy directly to arrange makeup of any and all missed rotations, which will take place during optional clinicweeks. • Every student will be able to take 1

Personal Day/per Semester (3 Personal Days/Academic Year) with NO BACKUP DOCUMENTATION REQUIRED, provided the day(s) are not taken when you are scheduled for a rotation, written examination, practical/competency examination, OSCE or taken directly before/after a school holiday, etc. These absences will be managed through our office and designated as excused absences, provided our office is notified by email in advance or on the day of the absence. (Please indicate in the email if you will be using a personal day and designate D-1, D-2, D-3 or D-4 student.) For any additional absences to the 1 Personal Day/per semester, or in the event that you will be missing a written examination, a preclinical or clinical practical/competency examination, including an OSCE, or rotation, backup documentation WILL be required. Again, it is the student's responsibility to notify all course directors, team leaders, and/or the Coordinator of Extramural Programs, etc. affected by your absence(s). Please check your individual schedule before requesting a personal day, to be sure that you will not be missing a rotation or an exam. A personal day will be recorded as a full day. (Half days cannot be requested.) A personal day must be requested on or before the day in question and cannot be used retroactively. **COVID-19 Protocol (subject to change)**1. NO STUDENT IS TO COME TO SCHOOL SICK- if you do not feel right- please do NOT come to school. Email Dr. Galka- Assistant Dean for Admissions, Student Affairs and Services (agalka@nova.edu) 2. If a student has had direct/close contact with someone who has been infected with COVID-19 or is experiencing COVID-like symptoms- immediately self- isolate/quarantine. Email Dr. Galka and Dr. Schweizer- Director Infection Prevention Programs (schweize@nova.edu). a. Direct Exposure/ Asymptomatic: test on day 7- if negative test result- can come back after 10 days : if NO test- quarantine 14 days b. Symptomatic (with or without Direct Exposure): test immediately and then again on day 7- if negative test result on day 7- can come back after 10 days : NO test- quarantine 14 days and must be symptom-free for 72 hours3. If a student tests positive for COVID-19: remain self-isolated. To return to school: student needs to have 2 consecutive negative test results in a row (at least 24 hours apart). 4. Students who are in quarantine, need to contact both Dr. Galka and Dr. Hernandez (marher@nova.edu) to determine if they can participate in online courses during this time

## XI. University Policies

**Academic Integrity:** Cheating or inappropriate behavior during any written examination, quiz, any assignment, any project; plagiarism of any work(s), or other unethical behavior will not be tolerated; the student risks receiving a grade of zero (0) for said examination, quiz, assignment, project and may be referred to the Associate Dean for Academic Affairs and the Student Progress Committee. Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook. and the NSU Student Handbook located at

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0> .

**Plagiarism Policy:** All assignments, exams, works, patient care - written, laboratory, oral, clinical must be done as the independent work of each individual student. Plagiarism, copying or sharing the work of another or altering documentation to reflect something is your own work that is not; reflect false attendance, are considered serious offences that will not be tolerated. THESE ACTIONS WILL BE CONSIDERED IN VIOLATION OF THE UNIVERSITY AND THE CDM CODE OF BEHAVIORAL CONDUCT AND WILL BE REFERRED FOR APPROPRIATE ACTION. Students who need assistance in their learning goals should communicate with the appropriate NSU-CDM course director and/or faculty. Please refer to appropriate pages of the NSU and the CDM 2020-2021 Student Handbook. Following a link to the NSU Student Handbook

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

### University Policy

Class content throughout this course may be recorded in accordance with the NSU Class Recording Policy. If class content is recorded, these recordings will be made available to students registered for this course as a supplement to the classroom experience. Recordings will be made available to all students who



were registered to attend the live offering of the class, regardless of a student's section or discipline, or whether the student is participating in the course online. If recordings are intended to be accessible to students or third parties who were not registered for the live offering of the class, students' personally identifiable information will be removed or redacted from the recording, unless (1) their written consent to such disclosure was previously provided, or (2) the disclosure is permissible in accordance with the Family Educational Rights and Privacy Act ("FERPA").

Students are prohibited from recording audio or video, or taking photographs in classrooms (including online classes) without prior permission from the instructor or pursuant to an approved disability accommodation, and from reproducing, sharing, or disseminating classroom recordings to individuals outside of this course. Students found engaging in such conduct will be in breach of the Student Code of Conduct and subject to disciplinary action.

**Title IX/Sexual Misconduct:** Sexual violence and sexual harassment are contrary to our core values and have no place at Nova Southeastern University. In accordance with Title IX and other laws, NSU prohibits discrimination, including sex-based discrimination and discrimination towards pregnant/parenting students. If you or someone you know experience(s) sexual violence and/or sexual harassment, there are resources and options available. To learn more or to report an incident, please visit the NSU Title IX website at [www.nova.edu/title-ix](http://www.nova.edu/title-ix). Please be aware that as an instructor, I am not a confidential resource, and I will need to report any incidents of sexual misconduct to the NSU Title IX Coordinator. You can also contact Laura Bennett, NSU's Title IX Coordinator directly at [laura.bennett@nova.edu](mailto:laura.bennett@nova.edu) or 954-262-7858.