



## *CDM 3090 - Introduction to the Dental Profession*

### I. Course Information

**Course:** CDM 3090 - Introduction to the Dental Profession  
**Semester and Year:** Winter 2021  
**Course Start and End Dates:** 01/04/2021 - 04/25/2021  
**Course Reference Number:** 31885  
**Semester Credit Hours:** 1.0

### II. Instructor Information

**Professor:** Aryia Amini  
**Email:** aamini@nova.edu  
**Office Hours:**  
 By Appointment

### III. Class Schedule and Location

Day	Date	Time	Location	Building/Room
W	01/06/2021 - 04/21/2021	9:10 AM - 9:59 AM	Ft Lauderdale/Davie Campus	-

### IV. Course Description

The course will be a continuum of information supporting the understanding of the dental profession, with an emphasis on the business of dentistry, practice management, and medical/legal issues. Discussions about various practice models, business entities, taxation, accounting, and insurance options will be presented. Additional announcements and reading assignments are posted on Blackboard, along with Power Point presentations, check weekly.

### V. Course Objectives / Learning Outcomes

#### Course Learning Outcomes

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

- 1) Understand the principles of practice management and the business models of dentistry as it applies to the practice of dentistry.
- 2) Evaluate different models of oral health care management and delivery, including mechanisms for reimbursement of services rendered.
- 3) Understand the different career paths available and post graduate training options in dentistry.
- 4) Understand organized dentistry and advocacy and the importance of membership and participation in the profession of dentistry.
- 5) Describe professional agreements including associate-ship, partnership, professional corporations, and space sharing, and legal considerations of each.
- 6) Understand principles of risk management, including informed consent, appropriate record keeping, and

website and social media legal issues.

7) Utilize appropriate interpersonal and communication skills in treating and managing a diverse patient population and staff in a multicultural work environment.

**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:**

**Related competencies** (as defined by educational outcomes)

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 - Discussion board, class participation      Summative  
- Quizzes, Final Exam

23. Graduates must be competent in applying the basic principles and philosophies of practice management, models of oral health care delivery, and how to function successfully as the leader of the oral health care team.

(CODA Predoctoral Standard 2-19)      Formative - Discussion board, class participation      Summative-  
Quizzes, Final Exam

24. Graduates must be competent in communicating and collaborating with other members of the health care team to facilitate the provision of health care.

(CODA Predoctoral Standard 2-20)      Formative - Discussion board, class participation      Summative  
- Quizzes, Final Exam

25. Graduates must be competent in the application of the principles of ethical decision-making and professional responsibility.

Summative- Quizzes, Final Exam  
(CODA Predoctoral Standard 2-21)      Formative - Discussion board, class participation

4-6g. Student Services must include instruction on personal debt management and financial planning. (CODA Predoctoral Standard 4-6 g) Mandatory attendance required for all D4 students scheduled Wednesday, October 2, 2019, provided by Nova Southeastern University Debt Management Office, and instructional handout In addition, optional one-on-one meeting for students with the NSU Debt Management Office made available.

- 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**

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.

Foundation Knowledge disciplines covered by FK9 include: Sociology, Psychology, Philosophy and Ethics, Cultural Competence, Ergonomics, Applied Nutrition, Communication Skills, Emotional Intelligence and other Behavioral Sciences, etc. Clinical Science areas where FK9 may have relevance include: all major

clinical disciplines where patient interaction is anticipated including Speech Therapy and Clinical Nutrition, Nicotine Replacement Therapy, and Practice Management including Access to Care and Patient Education and Compliance.

FK9-1: Apply principles of sociology, psychology, and ethics in making decisions regarding the management of oral health care for culturally diverse populations of patients. (Encompasses Sociology, Psychology, Ethics, Cultural Competence, Emotional Intelligence, Communication Skills, Community Health, Public Health, etc.).

Select examples include:

- understand patient responses to treatment recommendations based on beliefs associated with cultural or ethnic background
- assess community-based interventions for prevention of oral disease

FK9-3: Apply principles of sociology, psychology, and ethics in managing fear and anxiety and acute and chronic pain in the delivery of oral health care. (Encompasses Sociology, Psychology, Ethics, Applied Pharmacology, Psychotherapy, etc.)

Select examples include:

- management of pain and anxiety in patients with history of substance abuse
- understand the implications of transference and projection in the doctor-patient relationship

## VI. Materials and Resources

**Course Required Texts and Materials:**

**Required Textbook:** *Business Basics For Dentists*, David O. Willis. 2013. Wiley-Blackwell

**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:**

**Power Point presentations, Speaker presentations via zoom, recordings, and reference materials posted on Canvas not limited to case scenarios in discussion board, articles or any additional readings/ research as requested by Course Director.**

- 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:**

0		Schedule is Subject to Change	
<b>CDM3090 Introduction to Dental Profession -WEDNESDAY- 9:10 :10 AM, Winter 2021</b>			
<b>Class #</b>	<b>DATE</b>	<b>LECTURE TOPIC</b>	<b>PRESENTER</b>

1	Wed. January 6	Introduction/Overview	Dr Aryia Amini, D.M.D
2	Wed. January 13	Education and Organized Dentistry	Kerry Gomez-Rios
3	Wed. January 20	Ethics in Dentistry	Dr. Michael Ragan, D.M.D, JD
4	Wed. January 27	Career Choices in Dentistry	Dr Aryia Amini, D.M.D
5	Wed .February 03	Business Models in Dentistry, Accounting Principles	Jeff Coleman, CPA
6	Wed. February 10	Financial Planning	Jake Elm, CFP
7	Wed. February 17	Insurance needs, personal and professional	Carrie Millar
8	Wed .February 24	ASDA DAY NO CLASS	
9	Wed. March 03	SPRING BREAK NO CLASS	
10	Wed .March 10	Understanding Dental Insurance for Dental Practice	Teresa Duncan
11	Wed. March 17	Professional Agreements and their legal and Tax Considerations	Kenny Jones
12	Wed. March 24	Principles of Risk Management	Dr Michael Ragan, D.M.D, JD
13	Wed. March 31	Dental Malpractice	Dr Michael Ragan, D.M.D, JD
14	Wed. April 07	Title IX	Laura Bennett
15	Wed. April 14	OSHA	Beth Welmaker
16	Wed .April 21	Final Exam 9:00-10:00 a.m	

**Topic Outline:**

Refer to course schedule

**“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

**Class attendance:**

Students will start the course with 100 points for attendance. (Each unexcused absent will receive 10 point deduction. Late arrival to class per session will receive 5 point deduction.)

Please refer to Predoc Student Handbook for general attendance policy.

**Reading Assignment:**

Students are responsible for reading assignments as indicated below. Students are highly encouraged to

follow the recommended time line/schedule. Information in reading assignments will be used for final exam questions.

**Discussion Board:**

Students must post their reply to the discussion board within 48 hours in order to receive credit as follow:

Students receive 100 points for timely reply.

Students will receive 20 point deduction for each untimely/no response.

**Quizzes (Extra credit)**

Students will receive one point for each quiz ( credit/point for correct answer only). There will be five quizzes for maximum potential extra credit of five points to be added to the final class grade.

Assignments								
Week	Date		Discussion Board/Thread			Quiz		Reading
								Comple
1	6-Jan		To be posted					
2	13-Jan		Discussion Board/Thread					
3	20-Jan		Discussion Board/ Thread					
4	27-Jan		Discussion Board/Thread			To be posted		Chapter
5	3-Feb		Discussion Board/Thread					Chapter
6	10-Feb		Discussion Board/Thread			To be posted		Chapter
7	17-Feb		Discussion Board/Thread					Chapter
8	24-Feb		No Class, ASDA Day					

9	3-Mar		No Class, Spring Break					
10	10-Mar		Discussion Board/Thread			To be posted		Chapter
11	17-Mar		Discussion Board/Thread					Chapter
12	24-Mar		Discussion Board/Thread			To be posted		Chapter
13	31-Mar		Discussion Board/Thread					Chapter 8
14	7-Apr		Discussion Board/Thread			To be posted		
15	14-Apr		Discussion Board/Thread					
16	21-Apr		Final Exam 9:00- 10:00 AM					

## 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 Criteria

Final Exam 60%

Participation/Discussion Board 20%

Class Attendance 20%

Final exam and quizzes are from required readings and supplemental materials (see material and resources)

Quizzes : Students will receive one point for each quiz ( credit/point for correct answer only). There will be five quizzes for maximum potential extra credit of five points to be added to the final class grade.

**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:**

PH (93-100)

P (70-92)  
F (below 70)

### 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/Policies%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 clinic weeks. • 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.