

**DH 83 Course Outline as of Fall 2014****CATALOG INFORMATION**

Dept and Nbr: DH 83

Title: ETHICS JURSP &amp; PRAC MGMT

Full Title: Ethics, Jurisprudence &amp; Practice Mgmt for Dental Hygienist

Last Reviewed: 10/10/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	2.00	Lecture Scheduled	2.00	17.5	Lecture Scheduled	35.00
Minimum	2.00	Lab Scheduled	0	17.5	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	2.00		Contact Total	35.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 70.00

Total Student Learning Hours: 105.00

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

**Catalog Description:**

The study of jurisprudence, ethics, and practice management as related to dental hygiene care. A personal philosophy toward professional conduct, continuous quality improvement, self-assessment and peer evaluation is developed.

**Prerequisites/Corequisites:**

Concurrent Enrollment in DH 71E ( or DH 84)

**Recommended Preparation:****Limits on Enrollment:****Schedule of Classes Information:**

Description: The study of jurisprudence, ethics, and practice management as related to dental hygiene care. A personal philosophy toward professional conduct, continuous quality improvement, self-assessment and peer evaluation is developed. (Grade Only)

Prerequisites/Corequisites: Concurrent Enrollment in DH 71E ( or DH 84)

Recommended:

Limits on Enrollment:

Transfer Credit: CSU;  
Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	Effective:	Inactive:
<b>CSU GE:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>IGETC:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>CSU Transfer:</b>	Transferable	Effective:	Spring 2001
<b>UC Transfer:</b>		Effective:	Inactive:

**CID:**

**Certificate/Major Applicable:**

Major Applicable Course

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Manage the legal and ethical issues facing dental hygienists in the delivery of oral health care, and develop a personal philosophy toward professional conduct, continuous quality assurance self-assessment and life-long learning.
2. Apply basic dental office management skills including: computerized appointment scheduling, telephone etiquette, inventory management, recall systems, and dental hygiene insurance codes and billing procedures.

### **Objectives:**

Upon completion of this course, the student will:

1. Apply sound legal and ethical principles in dealing with patients and team members.
2. Demonstrate ethical conduct in personal and professional life, while maintaining high standards of clinical practice.
3. Discuss a personal philosophy towards dental hygiene practice management.
4. Demonstrate professional competence, knowledge, philosophy, and demeanor when applying for a position.
5. Apply concepts of quality assurance through the skills of self-assessment, peer review and record auditing.
6. Explain the legal and ethical relationship between the dental hygienist and patient.
7. Discuss the theory of competency and skill acquisition for the dental hygienist.
8. Identify and describe the normative ethical principles.
9. Describe the difference between a choice and an ethical principle.
10. Explain the role of principles in the decision-making process of the dental hygienist.
11. Describe the ethical decision-making process in dental hygiene.
12. Apply the decision-making process in an ethical dilemma.
13. Discuss the reasons why a dental hygiene license may be suspended/revoked in California.
14. Identify the types of dental hygiene procedures delegated under direct supervision, and indirect supervision.
15. Give examples relating to dental hygiene of the differences between civil and criminal law.

16. Describe the patient's legal responsibilities when receiving oral health care.
17. List and discuss the rights and responsibilities of the dental hygienist in the provider-patient relationship.
18. Explain the concept of risk management as it relates to the practice of dental hygiene.
19. Discuss the strategies that can be used to identify and reduce risk.
20. Discuss state and federal employment laws that have a significant impact on employment.
21. Discuss the importance of effective practice management in the dental office.
22. Differentiate between oral health care and the business of oral healthcare.
23. Differentiate between employer expectations and employee expectations.
24. Discuss how "marketing" relates to the dental/dental hygiene practice.
25. Describe how computer software benefits dental hygiene procedures.
26. Identify various types of computerized periodontal charting systems.
27. Identify the advantages and disadvantages of a working interview.
28. Identify various employment opportunities for dental hygienists and method of finding positions.

## **Topics and Scope:**

### **I. Introduction to Ethics**

- A. Ethical principles and values
- B. Theories of moral development
- C. Code of ethics
- D. American Dental Hygiene Association - Code of Ethics
- E. Ethical dilemmas

### **II. Introduction to Jurisprudence**

- A. California Dental Practice Act
- B. California Committee on Dental Auxiliaries (COMDA)
  1. License and renewal.
  2. Scope of practice.
  3. Levels of supervision.
- C. Legal concepts
  1. Civil /criminal law.
  2. Hygienist/patient relationship.
  3. Informed consent.
  4. Technical assault.
  5. Breach of contract.
  6. State and federal employment laws.
  7. Malpractice.
- D. Risk Management
  1. Dental records.
  2. Incident reporting.
  3. Quality assurance.
  4. Communication.
  5. Risk factors.

### **III. Introduction to Dental Hygiene Practice Management**

- A. Team concept
- B. Public relations
- C. Marketing the practice
- D. Business of dental hygiene
- E. Employer and employee expectations
- F. Employment opportunities

### **IV. Business Office Skills**

- A. Practice management software
- B. Telephone etiquette, inventory management
- C. Recall systems
- D. Dental hygiene insurance codes

### Assignment:

#### Representative assignments

1. Reading assignments 10 - 15 pages per week
2. Quizzes 6 - 8
3. Exams (Midterm & Final)
4. Ethical dilemma paper
5. Mock malpractice trial - role playing
6. Case studies (5-10).

### Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Ethical dilemma paper

Writing  
5 - 10%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Case studies; Mock malpractice trial. Each student assumes a role (i.e., judge, jury member, attorney, defendant, plaintiff, witnesses, etc.)

Problem solving  
30 - 40%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None

Skill Demonstrations  
0 - 0%

**Exams:** All forms of formal testing, other than skill performance exams.

Quizzes. midterm and final

Exams  
50 - 60%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

None

Other Category  
0 - 0%

### Representative Textbooks and Materials:

Ethics, Jurisprudence and Practice Management, Kimbrough V., 3rd Ed., Prentice Hall, 2012  
 Ethics and Law in Dental Hygiene, Beemsterboer, P., 2nd Ed., WB Saunders, 2010  
 Instructor prepared materials

