

Syllabus for DA 150, Dental Assisting Program Orientation

Course Information

Semester & Year: Fall 2026	<i>Prepared 8/5/2026</i>
Course ID & Section #: DA 150 (E1779)	
Instructor's Name: Hillary Reed RDAEF, CDA, COA, CDPMA, CPFDA	
Day/Time: 8/17, Monday 9:00 AM-10:00 AM and 8/19, Wednesday 8:00 AM-4:30 PM	
Location: Applied Technology (AT) 115 (Lecture)	
Course Units: 0.5	
Number of Proctored Exams: 1	
Prerequisites: Acceptance in Dental Assisting Program cohort.	
Co-requisites: DA 153, DA 154, DA 156, DA 156C	

Instructor Contact Information

Office Location: AT 101
Office Hours: Fridays and by appointment
Phone Number: 707-476-4250
Instructor Email Address: hillary-reed@redwoods.edu
Program Coordinator Phone Number: 707-476-4253
Program Coordinator Email Address: Hillary-reed@redwoods.edu
Absences: In the event of emergency contact 476-4250. To be eligible for alternative exams the absence must be reported ½ hour prior to the beginning of class. Excessive absences will result in Program dismissal.

Required Materials

Textbook Title: Modern Dental Assisting, 14 th Edition (ISBN: 978-0-323-82440-8)
Author: Robinson
Textbook Title: Modern Dental Assisting 14 th Edition Student Workbook (ISBN:978-0-443-12031-2)
Author: Robinson
Textbook Title: Dental Instruments, 8 th Edition (ISBN: 978-0-323-87390-1)
Author: Bartolomucci-Boyd
Other requirements: Handbook, Uniform, Personal Protective Equipment, Darby Dental Kit

Course Description

A mandatory introduction to notify students accepted into the Registered Dental Assistant Program on the rigorous requirements and policies of the program. Students must submit completed physical examination forms with proof of immunities and submit payment to the Program for additional supplies as outlined in the acceptance letter sent certified mail. Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February-August. Uniform required.

Note: Applications are accepted February 1- August 1. Submission of the Registered Dental Assistant Program application with transcripts is required prior to enrollment. Please consult the Registered Dental Assistant Application for all requirements including age, physical examination, and immunizations, as well as costs.

Course Objective

1. Identify the occupational risk of bloodborne pathogens, hazardous chemicals, and ionizing radiation in the dental setting resulting in strict protocol, proper fitting of personal protective equipment (PPE), as well as necessary immunizations and/or testing for infectious disease prior to laboratory and clinical participation.
2. Attain the ability to utilize basic life support procedures, including pulmonary resuscitation with an Automated External Defibrillator in the dental setting as required by the Dental Board of California (DBC) and Commission on Dental Accreditation (CODA).

Course Student Learning Outcomes

1. Complete the cognitive and skills evaluations in accordance with the American Heart Association Basic Life Support (CPR and AED) Program as required by the Dental Board of California prior to any laboratory and/or clinical experience.
2. Acknowledge that noncompliance with Program requirements, policies, protocol, as well as outside agency mandates will result in disciplinary action and possible dismissal from the Program.
3. Recognize the potential for blood-borne pathogen exposure when working with peers and patients in comprehensive dental care, requiring mandatory personal protective equipment/attire.

Course Competency

1. The student will identify common dental assisting workplace hazards (bloodborne pathogens, hazardous chemicals, and ionizing radiation). In combination with identifying common medical emergencies in the dental setting, summarizing the types of emergency equipment and supplies available as well as describing the role of the dental assistant and appropriate emergency response including providing high-quality CPR.

Pre-requisites and Co-requisites

The Dental Assisting Program is approved by the Dental Board of California (DBC) and Commission on Dental Accreditation as a cohort of classes to fulfill the hour requirements of a minimum of 900 instructional hours at the post-secondary level that includes 300 clinical practice hours. Additionally, didactic, laboratory, pre-clinical, and clinical content must be covered.

The Dental Assisting Program of Study requires the student to successfully complete the requirements of DA 150 prior to enrolling in the fall semester cohort of courses DA 153, DA 154, DA 155, DA 156, and DA 156C. Students are enrolled in these courses concurrently. Curriculum reiterates and combines concepts, information, and proficiencies from other courses to prepare students for the clinical setting.

Course Content

1. Program protocols and requirements.
2. Management of Medical Emergency Response and American Heart Association Healthcare Provider CPR Certification

Specific Didactic Course Skill Sets (Objectives)

1. Acknowledge compliance with the Program requirements, policies, protocol as well as outside agency mandates will result in disciplinary action and possible dismissal from the program.
2. Recognize the potential for blood-borne pathogen exposure when working with peers and patients in comprehensive dental care, requiring mandatory personal protective equipment/ attire and immunizations.
3. Complete the cognitive skills evaluations in accordance with the American Heart Association Basic Life Support (CPR and AED) Program as required by the Dental Board of California prior to any laboratory and/or clinical classes.
4. Describe common medical emergencies in a dental office as well as necessary equipment and supplies together with the role of the dental assistant in recognizing and providing appropriate response.

Educational Accessibility and Support

College of the Redwoods is committed to providing reasonable accommodation for qualified students who could benefit from additional educational support and services. You may qualify if you have a physical, mental, sensory, or intellectual condition which causes you to struggle academically, including but not limited to:

- Mental health conditions such as depression, anxiety, PTSD, or bipolar disorder
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders, and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- A learning disability (i.e. dyslexia, reading comprehension)
- Neurodevelopmental disorders such as a learning disability, intellectual disability, autism, acquired brain injury, or ADHD
- Vision, hearing, or mobility conditions

Available services include extended test time, quiet testing environments, academic assistance and tutoring through the [LIGHT Center](#), counseling and advising, alternate formats of course materials (e.g., audio books, braille, E-texts), assistive technology, learning disability assessments, approval for personal attendants, interpreters, priority registration, on-campus transportation, adaptive physical education and living skills courses, and more. If you believe you might benefit from disability- or health-related services and accommodations, please contact [Student Accessibility Support Services \(SASS\)](#). If you are unsure whether you qualify, please contact Student Accessibility Support Services (SASS) for a consultation: sass@redwoods.edu.

Eureka campus Location: Student Services Building, first floor

Phone: 707-476-4280

Handbook

All students have signed acknowledgement that they have accessed the Dental Assisting Handbook in Canvas, as well as read and agreed to detailed information provided regarding information, notifications, requirements, policies, rules and disciplinary actions. The Handbook further discusses Student Support Services, Grading Policies, Disruptive Behavior, and Emergency Procedures.

Canvas Information

College of the Redwoods Education Management System is Canvas and is used by students and the instructors for grade tracking and course participation. Students can access Canvas at any time, using their college e-mail and password to determine their current grade in the course as well as specific scores for completed participation, assignments, or exams/ quizzes. Instructors enter grades weekly.

Accessing Canvas

1. Log into Canvas at [My CR Portal](#)
2. For help logging in to Canvas and general tech help, visit [Canvas Support Home](#)
3. Once you're logged in to Canvas, you click on the Help icon on the left menu

Special Note

The course instructor(s) and/or the Program Coordinator have the right to alter the syllabus content at any time for any reason. Course content alterations can only be done by faculty at their discretion.

Course Requirements

Overall Course Grade Calculation:	
The overall course grade is pass/ no pass. Students are required to submit the following for a grade.	
Required Fees Portion	Pass/ No Pass
Students must pay \$200 for the purchase of items required to participate in the laboratory and clinical portion of the course.	Students submitting payment for the Registered Dental Assistant Program fees by deadline will pass, those that do not submit the form will receive no pass.
Proof of purchase for the Darby Dental Kit is required by Thursday, August 27 th , 2026.	Students submitting proof of purchase for the Darby Dental Kit by deadline will pass, those that do not submit the form will receive no pass.
Required Medical Forms Portion	Pass/ No Pass
Students must submit completed Medical Clearance forms including: • Student Health Questionnaire • Medical Provider Clearance Form • Medical Clearance Assessment Form Physical Requirements and Essential Functions • Proof of Immunity/ Vaccination (Hep B, MMR, Tdap, TB test)	Students submitting the completed physical form by deadline will pass, those that miss the deadline will receive no pass.
Required Handbook Verification Portion:	Pass/ No Pass
Students must read and then review the Program Handbook with the instructor. Students are required to complete a quiz and must sign and submit a verification form to continue in the Program. This verification form is kept in the student's file.	Students submitting the completed verification form and quiz by deadline will pass, those that do not submit the form will receive no pass.
Required Basic Life Support (CPR / AED) Certification Portion:	Pass/ No Pass
Students must earn Resuscitation Quality Improvement (RQI) Basic Life Support (BLS) CPR for the Healthcare Provider approved by the American Heart Association to continue in the Program as required by CODA and DBC.	Students earning a BLS CPR for the Healthcare Provider will pass, those that do not achieve the required CPR certification will receive no pass.

Course Schedule of Activities and Assignments

Day 1 - Monday, August 17 (Lecture)

9:00am-10:00 am

- Collect payment of \$200
- Collect Program Required Medical Clearance Forms and Immunity Requirements

Unit: Program protocols and requirements

Acceptance Letter Packet reading assignment in preparation for class:

- Confirm Program Costs and Requirements
- Provide Darby Kit Purchase Paperwork
- Confirm Program Uniform and Textbooks
- Confirm Weekly Semester Schedules and Lab Assignment

Day 2 - Wednesday, August 19 (Lecture)

8:30 am - 4:30 pm

Unit: Program protocols and requirements

Handbook reading assignment in preparation for class:

- Handbook Review and Discussion
- Collect Verification

Unit: Management of Medical Emergency Response and American Heart Association Healthcare Provider CPR Certification

Textbook reading assignment in preparation for class:

Chapter 31 Assisting in a Medical Emergency

- Discuss importance of recognizing medical emergency in dental setting.
- Summarize the types of emergency equipment and supplies in the dental setting.
- Describe common medical emergencies experienced in the dental setting.
- Discuss the role of the dental assistant in preparedness as well as in medical emergencies.
- Collect CPR/BLS Provider for the Healthcare Provider Certification