



## Dental Assistant Training Program

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### Introduction and Table of Contents

In this document you will find the list of modules that can be taken by the Dental Assistant (DA) trainee within this program. It is the trainer's responsibility to decide which modules the trainee should take in order to provide them with the basic skills necessary to begin working as a DA within the health center. Please select the modules you'd like to require the DA trainee/s in your health center to take. Generally, 12-16 modules provide a good baseline for skills. Please notify IPHCA of your selection prior to the student beginning the training. Once the trainee completes the modules as required by the health center and completes all the corresponding skill logs, the trainee will be issued a certificate from IPHCA. This program curriculum meets CODA standards. All hands-on supervision and official approval to finish the training will be decided by the health center. Most DA trainees will be ready to begin working after approximately 12 weeks, however, this may vary per individual and per health center requirements. The remaining modules within the curriculum will be available to the trainee for one year if they or the health center would like to further enhance their education. Once all modules are completed and the required number of clinical hours have been provided, the trainee can then sit for the DANB exam, if they desire. If an additional certificate is needed after completing all modules beyond the original, please contact IPHCA.

When picking the required modules, please ensure that you leave enough time for your trainee to complete the online portion and the hands-on portion of each module. The module list below consists of what's in the trainee skill logs. If there is no additional information under the module title, then there are no skill logs to be completed within that module and the module is reading/video recordings only. Multiple modules may be stacked per week. Design is up to the health center.

#### Module Number and Title

- 1. The Dental Assisting Profession**
  - a. Performing the morning routine/opening the clinic
  - b. Performing the evening routine/closing the clinic
- 2. Disease Transmission and Infection Prevention**
  - a. Applying first aid after an exposure incident
  - b. Handwashing before gloving
  - c. Applying an alcohol-based hand rub
  - d. Putting on and removing personal protective equipment
  - e. Disinfecting an alginate impression

**3. Principles and Techniques of Disinfection**

- a. Placing and removing surface barriers
- b. Performing treatment room cleaning and disinfection
- c. Creating an appropriate label for a secondary container
- d. Testing dental unit waterlines

**4. Instrument Processing and Sterilization**

- a. Operating the ultrasonic cleaner
- b. Autoclaving instruments
- c. Performing biologic monitoring
- d. Sterilizing the dental handpiece

**5. Basic Chairside Assisting**

- a. Admitting and seating the patient
- b. Transferring instruments with single-handed and two-handed techniques
- c. Using the dental mirror intraorally
- d. Using an instrument intraorally

**6. Tooth Anatomy, Terminology, and Charting**

**7. Introduction to Radiography**

- a. Practicing infection control with digital sensors

**8. Intraoral Imaging**

- a. Preparing the patient for dental imaging
- b. Assembling the XCP (extension-cone paralleling) instruments
- c. Producing a full-mouth radiographic survey using the paralleling technique
- d. Producing a full-mouth radiographic survey using the bisecting technique
- e. Producing a full-mouth radiographic survey using the bitewing technique
- f. Producing maxillary and mandibular radiographs using the occlusal technique

**9. Extraoral Imaging**

- a. Preparing the equipment and patient for panoramic imaging

**10. The Patient Record and Vital Signs**

- a. Obtaining a medical-dental health history
- b. Entering treatment in a patient record
- c. Creating and writing lab slips (review individual clinic protocols with a member of the in-clinic team)
- d. Taking an oral temperature reading with a digital thermometer
- e. Taking a patient's pulse and respiration
- f. Taking a patient's blood pressure

**11. The Oral Exam**

- a. Charting of teeth

**12. Coronal Polishing and Intro to Moisture Control**

- a. Rubber cup coronal polishing
- b. Positioning the high-volume evacuator during a procedure
- c. Performing a mouth rinse

**13. Dental Caries and Periodontal Disease**

**14. Preventive Dentistry**

- a. Applying topical fluoride gel, foam, or varnish
- b. Assisting the patient with dental floss

**15. Introduction to Restorative Procedures**

- a. Placing and removing cotton rolls
- b. Preparing, placing, and removing the dental dam
- c. Assisting in a class I and class II amalgam restoration
- d. Assisting in a class III, IV and V composite restoration
- e. Assisting in the placement of a veneer

**16. Dental Instruments, Handpieces, Accessories, and Isolation of Teeth**

- a. Review identifying dental hand instruments
- b. Identifying and attaching handpieces and rotary instruments

**17. Restorative and Esthetic Dental Materials**

- a. Mixing & transferring dental amalgam
- b. Preparing composite resin materials
- c. Mixing intermediate restorative materials (IRM)
- d. Mixing acrylic resin for provisional coverage

**18. Dental Liners, Bases, Bonding Systems, and Cements**

- a. Applying a dental liner
- b. Applying a desensitizer
- c. Mixing & placing a dental base
- d. Applying an etchant material
- e. Applying a bonding system
- f. Preparing & mixing permanent & temporary cements
- g. Removing cement from a permanent or temporary cementation

**19. Impression Materials and Procedures**

- a. Mixing alginate impression material
- b. Taking a mandibular and maxillary preliminary impression
- c. Mixing a two-paste final impression material
- d. Preparing an automix final impression material
- e. Taking a wax or blue (polysiloxane) bite registration

**20. Laboratory Materials and Procedures**

- a. Taking a face-bow registration
- b. Mixing dental plaster
- c. Pouring dental models using the inverted-pour method
- d. Trimming and finishing dental models

**21. Surgical Asepsis**

- a. Preparing a sterile field for instruments and supplies
- b. Performing a surgical scrub
- c. Performing sterile gloving

**22. Principles of Pharmacology**

**23. Anesthesia and Pain Control**

- a. Applying a topical anesthetic
- b. Assembling & disassembling the local anesthetic syringe and assisting in administration of local anesthetic
- c. Assisting in the administration & monitoring of nitrous oxide/oxygen sedation

**24. Midterm (only if completing the whole years' worth of modules)**

**25. Matrix Systems for Restorative Dentistry**

- a. Assembling a matrix band & universal retainer
- b. Placing & removing a matrix band & wedge for a class II restoration
- c. Placing a plastic matrix for a class III or IV restoration

**26. Dental Sealants**

- a. Application of dental sealants

**27. Assisting in Oral Surgery**

- a. Assisting in surgical extractions
- b. Assisting in suture placement
- c. Performing suture removal
- d. Assisting in the treatment of alveolitis

**28. Periodontics**

- a. Assisting with a dental prophylaxis
- b. Assisting with gingivectomy & gingivoplasty
- c. Preparing & placing a noneugenol periodontal dressing
- d. Removing a periodontal dressing

**29. Custom Impression Trays**

- a. Constructing a vacuum-formed custom tray

**30. Removable Prosthodontics**

- a. Assisting in the delivery/try-in of a partial and/or complete denture

**31. Root Canals**

- a. Assisting in an electric pulp vitality test
- b. Assisting in root canal therapy

**32. Fixed Prosthodontics**

- a. Placing and removing a gingival retraction cord
- b. Assisting in a crown and bridge preparation
- c. Assisting in the delivery and cementation of a cast restoration
- d. Assisting in a CAD/CAM procedure

**33. Provisional Coverage**

- a. Fabricating and cementing a custom acrylic provisional crown and/or bridge
- b. Fabricating and cementing a preformed provisional crown

**34. Dental Implants**

- a. Assisting in endosteal implant surgery

**35. Pediatric Dentistry**

- a. Assisting in pulpotomy of a primary tooth
- b. Assisting in placement of a stainless-steel crown

**36. Special Needs and Medically Compromised Patients**

- 37. Assisting in a Medical Emergency
- 38. Recognizing Oral Pathology
- 39. Nutrition
- 40. Patient Engagement and Education
- 41. Final Exam (only if completing the whole years' worth of modules)

## Program Information

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Curriculum developed by



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