



INSTRUCTIONAL PACKAGE

DAT 183
Specialty Functions

Effective Term
Spring 2026

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: Spring 2026

COURSE PREFIX: DAT 183

CONTACT HOURS: 5

COURSE TITLE: Specialty functions

CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

This course prepares Expanded Duty Dental Assisting students to competently perform specialty functions across recognized dental disciplines, including pediatric dentistry, orthodontics, periodontics, oral surgery, endodontics, prosthodontics, cosmetic dentistry, and implant dentistry. Through integrated lecture, laboratory, and clinical competency experiences, students develop the knowledge, technical skills, and professional judgment necessary to assist with and perform expanded duties while maintaining infection control, patient safety, and ethical standards. Upon completion, students are equipped to function effectively as skilled members of the dental team in a variety of specialty practice settings.

COURSE DESCRIPTION:

This course is an introduction to dental specialties, the refinement, and the roles served by assistants in the dental specialties, and the expanded legal functions for qualified assistants.

PREREQUISITES:

DAT 113 Dental Materials

DAT 118 Dental Morphology

DAT 127 Dental Radiology

DAT 154 Clinical Procedures I

DAT 174 Office Rotations

CO-REQUISITES:

DAT 115 Ethics Professionalism

DAT 121 Dental Health Education

DAT 122 Dental Office Management

DAT 123 Oral Medicine/Oral Biology

DAT 177 Dental Office Experience

REQUIRED MATERIALS:

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.
Access to myHGTC portal for student self-services.

College email access – this is the college’s primary official form of communication.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

Please refer to the HGTC Dental Sciences Policies and Procedure’s Manual for additional information

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

Part II: Student Learning Outcomes

Upon completion of DAT 183, the Expanded Duty Dental Assisting student will be competent to perform the following:

1. Recognized specialties in dentistry.
2. Describe and demonstrate the functions of a dental assistant in each of the specialties.
3. Demonstrate the following to clinical competencies:
 - a. Polishing of coronal surfaces of teeth
 - b. Application of fluoride varnish and fluoride trays
 - c. Taking impressions for study casts
 - d. Taking occlusal registrations for study casts
 - e. Apply pit & fissure sealant
 - f. Place and remove a rubber dam and matrix band
 - g. Place gingival retraction cord
 - h. Suture removal
 - i. Place & remove periodontal dressings
 - j. Secure orthodontic arch wire
 - k. Place and remove socket dressing
 - l. Fabricate and cement temporary crowns. Remove excess cement
 - m. Polish restorations and supra-gingival tooth structure
 - n. Identify various instruments relating to specialty practices
 - o. Clean removable dental appliance
 - p. Apply topical anesthetic
 - q. SDF & SMART application

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Lecture Learning Outcomes:

Module 1

Material Covered: Ch 25 Silver Diamine Fluoride. Silver Modified Atraumatic Restoration Therapy

Assessments: Quizzes, Final Exam, & Competencies

Objectives:

Apply and remove a disclosing agent using proper infection-control procedures.

Identify plaque deposits and assist with patient oral hygiene education.

Perform coronal polishing using correct instrumentation and technique.

Maintain patient safety, comfort, and proper ergonomics

Demonstrate proper flossing technique without causing tissue trauma

Assist in patient education for effective interproximal plaque control

Prepare for and apply topical fluoride according to clinical guidelines

Provide post-treatment instructions and ensure patient safety.

Identify terms and indications for use of silver diamine fluoride & SMART.

Identify the formulation of silver diamine fluoride & SMART and distinguish the purpose of each ingredient.

List steps in the application of silver diamine fluoride & SMART.

Module 2

Material Covered: Chapter 40 Pediatric Dentistry

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Define terms presented in this chapter.

Identify the need for pediatrics as a specialty and the pediatric environment.

Describe differences in pediatric dental caries.

Summarize what occurs during a pediatric oral exam.

Outline a good pediatric preventive program.

Explain special behavior management techniques for various stages of child development and patients with special needs.

Summarize special procedures performed in a pediatric practice.

Compare and contrast pulpotomy and pulpectomy procedures.

Defend the need for pediatric orthodontic treatment.

Describe common traumatic injuries and related treatment.

Module 3

Material Covered: Chapter 49 Cosmetic Dentistry and Teeth Whitening; Alginate Impressions

Assessments: Quizzes, Exams Final Exam, & Competencies

Objectives:

Select and prepare materials and equipment following infection-control protocols.

Accurately take preliminary impressions or models for tray fabrication.

Fabricate custom whitening trays to fit the patient's dentition properly.

Evaluate tray fit and provide patient instructions for safe use and care.

Prepare materials and trays following infection-control protocols.

Mix alginate and seat tray correctly, ensuring patient comfort.

Remove and evaluate impression for accuracy and completeness.

Rinse, disinfect, and store impression properly; provide post-procedure care.

Define terms presented in this chapter.

List the duties and credentialing of the cosmetic dental team.

Explain procedures that are included in cosmetic dentistry.
Explain how teeth are whitened.
Determine indications in selecting candidates for dental whitening.
Determine contraindications in selecting candidates for dental whitening.
Identify the procedures for dental office whitening for vital and nonvital teeth.
Explain the procedures for home whitening and over-the-counter whitening materials.
Identify esthetic prosthesis that are used in cosmetic dentistry.
Explain the role of occlusion in cosmetic dentistry.
Identify indications for contouring soft tissues in cosmetic dentistry.

Module 4

Material Covered: Chapter 41 Orthodontics.

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Prepare instruments, elastics, and materials following infection-control protocols.
Safely place elastic or wire ties without causing tissue trauma.
Remove ties carefully while maintaining patient comfort and safety.
Evaluate tie placement for proper orthodontic function and stability.
Define terms and identify instruments presented in this chapter.
Describe the roles and responsibilities of each member of the orthodontic team.
Identify the purpose of each section of an orthodontic new patient exam.
Describe the etiological factors of malocclusion.
List each orthodontic diagnostic record that is needed for diagnosis and orthodontic treatment planning.
Explain the four planes of space when evaluating occlusion and skeletal patterns.
Summarize the process of developing a diagnosis and an orthodontic treatment plan by the orthodontist.
List the steps in conducting a treatment plan consultation with a patient.
Describe the types of orthodontic treatment provided to young children.
Describe the types of orthodontic treatment of adolescents including the use of functional growth appliances.
Describe the types of orthodontic treatment of adults including clear aligner therapy, skeletal anchorage, and orthognathic surgery.
State the purpose and types of orthodontic retention of the result.
Sequence comprehensive orthodontic treatment appointments.

Module 5

Material Covered: Ch. 42 Oral Maxillofacial Surgery; Socket dressing placement & removal

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Prepare materials and instruments using proper infection-control protocols.
Safely place a socket dressing in the extraction site without traumatizing tissue.
Remove the dressing carefully, ensuring patient comfort and tissue integrity.
Provide post-procedure instructions and maintain patient safety throughout.
Define terms & instruments presented in this chapter.
Describe the duties of the surgery team.
State the importance of the consultation appointment.
Describe various surgical settings.

State preoperative instructions that should be provided to the patient.
List methods used to control pain and anxiety during surgical procedures.
Describe oral surgery procedures.
Explain surgical asepsis steps.
Provide patient with appropriate postoperative instructions.
Describe how to remove sutures.
Describe potential postoperative complications.

Module 6

Material Covered: Ch. 43 Endodontics; Dental Dam

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Select and prepare dental dam, frame, clamps, and instruments using proper infection-control protocols.
Assemble the dental dam system efficiently and accurately.
Place the dental dam on the patient's dentition without causing tissue trauma or discomfort.
Ensure proper isolation, patient comfort, and evaluate the placement for clinical effectiveness.
Define and identify terms and instruments presented in this chapter.
Describe the anatomy of the pulpal tissues.
Describe the progression of pulpal disease.
List periradicular and pulpal involvement conditions.
Describe diagnostic procedures relating to the treatment of pulpal disease.
Explain the difference between a tooth needing a nonsurgical endodontic procedure versus a surgical endodontic procedure.
Summarize the steps in completing root canal therapy.
Describe the appearance of intracanal instruments.
Explain the use of intracanal instruments.
Indicate the necessary post-operative instructions that should be given to the patient immediately following the root canal therapy appointment.
Describe surgical endodontic procedures.

Module 7

Material Covered: Ch. 44 Periodontics; Periodontal Dressing and Suture removal

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Prepare instruments and maintain proper infection-control procedures.
Safely remove sutures without causing tissue trauma or discomfort.
Evaluate the site for proper healing and report any abnormalities.
Safely place a periodontal pack over the treated area without traumatizing tissues.
Remove the pack carefully, ensuring patient comfort and tissue integrity.
Provide post-procedure instructions and maintain patient safety throughout.
Define & identify instruments and terms presented in this chapter.
Describe the role of the members of the periodontal team.
Identify the causes of periodontal disease.
State the American Association of Periodontology classifications of periodontal disease.
List the components of the periodontal examination.
Describe sharpening for periodontal instruments.

Describe the instruments used in periodontal treatment.
Describe nonsurgical methods of periodontal surgery.
Compare and contrast the adjunctive therapies used in periodontal treatment.
Describe the healing process related to nonsurgical periodontal procedures.
Compare and contrast surgical periodontal methods.
Outline the postoperative instructions related to periodontal therapy.
State the purpose of periodontal dressing.
Compare and contrast the types of periodontal dressings.
Describe periodontal maintenance.
Define the role of the dental assistant in periodontal procedures.

Module 8

Material Covered: Ch. 45 Dental Implants

Assessments: Quizzes, Test, Final Exam & Competencies

Define terms presented in this chapter.
State the advantages of dental implants.
State the disadvantages of dental implants.
Describe the differences in implant success rate based on location.
Describe the parts of an implant.
List the considerations for dental implants.
Identify the contraindications for dental implants.
Describe the patient selection factors for implants.
Describe the process for patient preparation for implant placement.
Compare and contrast the types of implants.
Describe the purpose of immediate-load implants.
Compare and contrast the steps in the single-surgery and the two-surgery techniques.
Outline the post-operative home care instructions.
Define the implant-retained prosthesis.
Describe the role of the dental assistant in an implant procedure.

Module 9

Material Covered: Ch.46 Fixed Pros. & Temps/Provisionals; Retraction Cord; Matrix Bands

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Prepare instruments, materials, and tooth surfaces using proper infection-control protocols.
Safely place and remove gingival retraction cord without causing tissue trauma, maintaining patient comfort.
Place and remove the matrix band correctly to ensure proper tooth isolation, contour, and restoration support.
Place and cement a temporary restoration with proper fit, contour, and occlusion.
Remove the temporary restoration without damaging the tooth or surrounding tissues.
Evaluate tissue condition and restoration integrity, reporting concerns and providing post-procedure patient instructions.
Define terms presented in this chapter.
State the objectives of fixed prosthodontics.
Differentiate among the types of fixed prosthodontic restorations.
Explain patient factors considered in a fixed prosthodontic procedure.
Discuss the components of the preparation appointment.

Paraphrase the steps in the first appointment for a fixed dental prosthesis.
Describe the importance of the gingival retraction cord.
Identify the different methods of gingival retraction.
List the steps for taking an impression.
List the steps that take place at the lab when fabricating a fixed prosthesis.
Describe the communication tools available for use for communicating with the dental lab.
Outline the steps of the treatment appointments for a fixed dental prosthesis.
Describe the concerns related to a fixed dental prosthesis.
Discriminate methods of oral hygiene care for a fixed dental prosthesis.
Examine the changing trends related to an increase in fixed dental prosthetics.
Describe the components of the informed consent for fixed dental prosthodontics.
Identify charting symbols for a fixed prosthesis.

Module 10:

Materials Covered: Ch.47 Computerized Impressions & Restorative Systems; Composite Restoration

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Prepare the operatory, instruments, and materials using proper infection-control protocols.
Assist the dentist with composite restoration procedures by maintaining isolation, moisture control, and visibility.
Accurately pass and manage restorative materials and instruments, including bonding systems and composite.
Capture digital impressions following manufacturer guidelines, ensuring accuracy and patient comfort.
Evaluate digital images for completeness and accuracy; retake scans as needed.
Provide post-procedure instructions and maintain patient safety throughout treatment.
Define terms presented in this chapter.
Explain computer-aided design/computer-aided manufacturing (CAD/CAM) restorative systems.
Compare and contrast the advantages and disadvantages of CAD/CAM technology.
Identify digital impression systems.
Compare and contrast the different characteristics of each digital impression system.
Identify various soft tissue management techniques.
Describe the importance of obtaining accurate margins for successful digital impressions.
Explain the role of the dental assistant during CAD/CAM procedures.
Outline the responsibilities of dental assistants in maintaining CAD/CAM systems.
Describe the considerations the patient should be made aware of when using CAD/CAM technology.
Describe the steps in a CAD/CAM procedure.

Module 11

Material Covered: Ch. 48 Removable Prosthodontics; After Care Cleaning

Assessments: Quizzes, Test, Final Exam, & Competencies

Objectives:

Apply foundational knowledge of removable prosthodontic terminology, classifications, components, and charting abbreviations.
Identify types, indications, contraindications, advantages, and disadvantages of removable partial dentures and complete dentures.

Describe the clinical sequence of care for removable prosthodontic treatment, including the dental assistant's role during each phase.

Demonstrate proper infection control, cleaning, maintenance, storage, and handling of removable dental appliances.

Provide patient education regarding appliance hygiene, post-delivery care, safety, and longevity in accordance with professional standards.

Recognize and report signs of appliance wear, damage, poor fit, or oral conditions affecting prosthodontic success.

Explain adjunctive prosthodontic considerations, including xerostomia, denture adhesives, relining, rebasing, repair, and denture cleansers.

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:

Students' performance will be assessed, and the weight associated with the various measures/artifacts are listed below.

EVALUATION*

Lecture 60% of Overall Grade *Must Complete with $\geq 77\%$

| | |
|-----------------|------|
| Quizzes | 40% |
| Test | 35% |
| Final Exam | 20% |
| Professionalism | 5% |
| | 100% |

Lab 40% of Overall Grade *Must Complete with $\geq 77\%$

| | |
|-----------------|---|
| Competencies | 75% *Each must be passed with $\geq 77\%$ |
| Lab Final Exam | 20% |
| Professionalism | 5% |
| | 100% |

****Students – please refer to the Instructor's Course Information sheet for specific information on assessments and due dates.***

GRADING SYSTEM:

State the College's or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10-point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below. You must have your Dean's approval if changes in the scale are made.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student, and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

****Refer to the HGTC Dental Sciences Manual for additional policies on attendance.***

Part V: Student Resources



THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. Academic tutors for most subject areas, Writing Center support, and Academic Coaching for college success skills.
2. Online tutoring and academic support resources.
3. Professional and interpersonal communication coaching in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring or coaching, contact the SSTC at sstc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email sstc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the SSTC [Online Resource Center](#) to access on-demand resources.



STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following free resources:

1. Getting around HGTC: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. In-person and remote assistance are available for Desire2Learn, Student Portal, Degree Works, and Office 365.
3. Chat with our staff on TECH Talk, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552. Visit the Tech Central website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324), Option # 1.



HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries have librarians and staff who can aid with research, computers to support academic research and related school-work, and individual/group study rooms. Printing is available as well at each location. Visit the [Library](#) website for more information or call (843) 349-5268.

STUDENT TESTING:

Testing in an **online/hybrid** course and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L.
- Test administered in writing on paper.
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

Furthermore, tests may have time limits and/or require a proctor.

Testing candidates must make their appointments 24 hours in advance.

Students must bring a physical ID in order to take a test.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Students seeking accommodations are encouraged to visit HGTC's [Accessibility and Disability Service webpage](#) for detailed information.

It is the student's responsibility to self-identify as needing accommodations and to provide appropriate documentation. Once documentation is submitted, the student will participate in an interactive process with Accessibility and Disability Services staff to determine reasonable accommodations. Students may begin the accommodations process at any time; however, accommodations are **not retroactive** and will only be applied from the point at which they are approved. Students must contact the office **each semester** to renew their accommodations.

For assistance, please contact the Accessibility and Disability Services team at disabilityservices@hgtc.edu or 843-796-8818 (call or text).

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Our sincere commitment to both effective business management and equitable treatment of our employees requires that we present this Policy Statement as an embodiment of that commitment to the fullest.

Discrimination is conduct that includes unjust or prejudicial treatment based upon an individual's sex, race/color, religion, national origin, age, disability, service in the uniformed services (as defined in state and federal law), veteran status, political ideas, marital or family status, pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation, genetic information, genetic identity, gender expression, or sexual orientation that excludes an individual from participation in, denies the individual the benefits of, treats the individual differently, or otherwise adversely affects a term or condition of a person's working or learning environment. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:

Student and prospective student inquiries concerning Section 504, Title II, Title VII, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

Dr. Melissa Batten, VP Student Affairs

Title IX, Section 504, and Title II Coordinator

Building 1100, Room 107A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5228

Melissa.Batten@hgtc.edu

Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

Jacquelyne Snyder, VP Human Resources

Affirmative Action/Equal Opportunity Officer and Title IX Coordinator

Building 200, Room 205B, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

Jacquelyne.Snyder@hgtc.edu

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

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Jacquelyne.Snyder@hgtc.edu

PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an

educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the *Pregnancy Intake Form* that can be found [here](#).