

Name: _____

Directions:

Evaluate the student by entering the appropriate number to indicate the degree of competency.

Rating Scale (0-6):

- 0 No Exposure** – no experience/knowledge in this area; program/course did not provide instruction in this area
- 1 Unsuccessful Attempt** – unable to meet knowledge or performance criteria and/or required significant assistance
- 2 Partial Demonstration** – met some of the knowledge or performance criteria with or without minor assistance
- 3 Knowledge Demonstrated** – met knowledge criteria without assistance at least once
- 4 Performance Demonstrated** – met performance criteria without assistance at least once
- 5 Repetitive Demonstration** – met performance and/or knowledge criteria without assistance on multiple occasions
- 6 Mastered** – successfully applied knowledge or skills in this area to solve related problems independently

NOTE: The code in parentheses is the competency identification number used in computerized management systems.

Successfully completed the Health Care Assistant Core Competencies.

0	1	2	3	4	5	6	A. Introduction to Dentistry	Notes:
							1. Function as a team member. (A001)	
							2. Maintain personal hygiene. (A002)	
							3. Maintain oral hygiene. (A003)	
							4. Maintain patient confidentiality. (A004)	
							Other:	

0	1	2	3	4	5	6	B. Basic Office Procedures	Notes:
							1. Perform general office procedures. (B001)	
							2. Follow office etiquette. (B002)	
							3. Demonstrate proper telephone techniques. (B003)	
							4. Record phone messages. (B004)	
							5. File patient charts alphabetically. (B005)	
							6. Communicate effectively with patient. (B006)	
							7. Manage the special patient. (B007)	
							8. Communicate effectively with team members. (B008)	
							Other:	

0	1	2	3	4	5	6	C. Infection Control and Occupational Safety	Notes:
							1. Demonstrate infection control techniques. (C001)	
							2. Wash hands. (C002)	
							3. Don and remove gloves. (C003)	

								4. Don and remove mask. (C004)	
								5. Don and remove gown. (C005)	
								6. Process and sterilize instruments to specifications of the dental clinical site. (C006)	
								7. Bag instruments. (C007)	
								8. Wrap instruments. (C008)	
								9. Decontaminate the operatory. (C009)	
								10. Follow regulatory guidelines established by OSHA Bloodborne Pathogens Standard. (C010)	
								11. Follow regulatory guidelines established by OSHA Hazard Communication Standard. (C011)	
								Other:	

0	1	2	3	4	5	6	D. Basic Anatomy of the Oral Cavity	Notes:
							1. Identify teeth in oral cavity and on dental charts. (D001)	
							2. Identify parts and tissues of a tooth. (D002)	
							3. Identify tooth surfaces. (D003)	
							4. Distinguish between primary and permanent teeth. (D004)	
							5. Demonstrate brushing and flossing techniques. (D005)	
							Other:	

0	1	2	3	4	5	6	E. Operative Equipment	Notes:
							1. Identify dental instruments and equipment. (E001)	
							2. Seat the dental in preparation for treatment or examination. (E002)	
							3. Dismiss the dental patient after a treatment or examination. (E003)	
							4. Prepare a tray for basic setup. (E004)	
							5. Prepare a tray for amalgam restoration. (E005)	
							6. Prepare a tray for composite restoration. (E006)	
							7. Prepare a tray for local anesthesia. (E007)	
							8. Prepare the tray setup for a forceps extraction. (E008)	
							9. Prepare the tray setup for placement of sutures. (E009)	
							Other:	

0	1	2	3	4	5	6	F. Dental Radiology	Notes:
							1. Identify the “Cardinal Rule” for protecting yourself from radiation exposure. (F001)	
							2. Prepare the darkroom for developing radiographs. (F002)	
							3. Process radiographs manually. (F003)	
							4. Process radiographs in an automatic processor. (F004)	
							5. Mount a Complete Radiographic Survey (CRS). (F005)	
							6. Follow infection control techniques during dental radiography procedures. (F006)	
							Other:	

0	1	2	3	4	5	6	G. Basic Laboratory Procedures	Notes:
							1. Identify cleanup procedures to be followed in the lab. (G001)	
							2. Identify basic lab equipment and their functions. (G002)	
							3. Follow safety precautions when working around lab equipment. (G003)	
							4. Take alginate impression. (G004)	
							5. Pour alginate impression. (G005)	
							Other:	