

# Catalog 2018-2019

# Welcome to the University of Maryland School of Dentistry

## Mission

The University of Maryland School of Dentistry seeks to develop and foster the next generation of leading oral health care professionals while shaping the future of dental health research, education, and care. At the School of Dentistry, we describe our purpose as Advancing Oral Health, Improving Lives, and we will achieve this through scientific discovery and innovation, scholarly activity, and service to the Maryland community and beyond.

## Future Vision

As the world's first dental college, the School played a seminal role in the development of science-based dental education. Moving forward, we remain dedicated to upholding our traditions and improving the quality of life in Maryland through state-of-the-art education, research, and service with particular emphasis on improving dental, oral and craniofacial health.

*At the School of Dentistry, we know that good oral health is integral to general health and quality of life.* Bolstered by collaboration and partnership with other University of Maryland entities, our forward-thinking, multidisciplinary initiatives and clinical and scholarly programs will enhance and improve public health while sustaining the School's *preeminence through excellence and innovation in education, patient care, research, public service, and global engagement.*

In support of this vision, the School's administration will create and maintain an organizational structure that enhances our ability to achieve our goals. An atmosphere of collegiality and intellectual stimulation will prevail, nurturing students, faculty, and alumni and encouraging creativity, invention, and excellence across the School's departments and specialties.

## History

Formal curricula aimed at preparing students for the practice of dentistry originated 177 years ago with the establishment of this institution, originally called the Baltimore College of Dental Surgery (BCDS). Chartered on February 1, 1840, by the General Assembly of Maryland, the school represented the culmination of the efforts and vision of Dr. Horace H. Hayden and Dr. Chapin A. Harris. The pioneering physicians recognized the need for systematic, formal education as the foundation for a scientific and serviceable dental profession. Together, the two men played a major role in establishing and promoting formal dental education and in the development of dentistry as a profession.

The BCDS soon became a model for other schools throughout America. This was due in no small part to BCDS's emphasis on sound knowledge of general medicine and the development of the skills needed in dentistry. The present dental school evolved through a series of consolidations involving the BCDS, founded in 1840; the Maryland Dental College, founded in 1873; the Dental Department of the University of Maryland, founded in 1882; and the Dental Department of the Baltimore Medical College, founded in 1895. The final consolidation took place formally in 1924, when the state legislature approved the combination of the BCDS and the Dental Department of the University of Maryland as a distinct college of the university under state supervision and control.

As part of the University of Maryland, the School of Dentistry was incorporated into the University System of Maryland (USM), formed by Maryland's General Assembly in 1988. Hayden-Harris Hall, the school building erected in 1970 and renovated in 1990, was replaced by an entirely new facility that opened 2006. In 2015, the school proudly celebrated its 175th anniversary.

## Programs of Study

Doctor of Dental Surgery (DDS)

Advanced Dental Education Programs (Certificate)

Dental Hygiene Preprofessional/Professional Baccalaureate Program (BS)

Dental Hygiene Degree Completion Baccalaureate Program (BS)

Combined Doctor of Dental Surgery and Doctor of Philosophy (DDS/PhD)

Combined Doctor of Dental Surgery and Master's Degree (DDS/MS) and (DDS/MPH)

Doctor of Philosophy in Biomedical Sciences (PhD)

Doctor of Philosophy in Oral and Experimental Pathology (PhD)

Master's Degree (MS)

The dental school today strives to offer the finest programs of dental education in the world. Continuing efforts are made to provide educational and training experiences consistent with evolving concepts and advances in the delivery of dental, oral and maxillofacial health care.

In addition to the Doctor of Dental Surgery (DDS) program, the school offers a baccalaureate program in dental hygiene designed to prepare students for careers in dental hygiene practice, education, management and research in private and public settings. Combined programs are offered for DDS/PhD, DDS/MS degrees, and DDS/MPH. Graduate programs are designed to prepare students for careers in academic dentistry or to supplement clinical training with knowledge of research methods or public health practice. Research opportunities may also be made available to dental students.

Advanced dental education programs are offered in the specialty areas of endodontics, oral and maxillofacial surgery, oral and maxillofacial pathology, orthodontics and dentofacial orthopedics, pediatric dentistry, periodontics and prosthodontics. Also offered is a school-based residency program in advanced general dentistry, providing advanced level training in the practice of comprehensive general dentistry.

Programs in dental education; dental hygiene education; the advanced dental education programs in endodontics, oral and maxillofacial pathology, oral and maxillofacial surgery, orthodontics and dentofacial orthopedics, pediatric dentistry, periodontics and prosthodontics; and advanced general dentistry (12- and 24-months) are accredited by the Commission on Dental Accreditation and the Middle States Commission on Higher Education and have been granted the accreditation status of approval. These commissions are specialized accrediting bodies recognized by the U.S. Department of Education. The Commission on Dental Accreditation can be contacted at 312-440-4653 or at 211 East Chicago Ave., Chicago, IL 60611 and the Middle States Commission on Higher Education can be contacted at 267-284-5000 or at 3624 Market Street, Philadelphia, PA 19104.

Continuing education programming is developed by academic departments to meet the needs of health care professionals for refining diagnostic skills and updating knowledge in technical and scientific areas or practice. The University of Maryland School of Dentistry continues to fulfill, through its graduates, the aspirations of its founders to provide scientifically trained professionals to serve the oral health care needs of society.

## **Administration**

**Dean** - Mark A. Reynolds, DDS, PhD

**Chief of Staff** – David L. George, DDS, MBA

**Associate Dean of Academic Affairs** – Patricia E. Meehan, DDS, BSN

**Associate Dean of Administration and Finance** – William Gardiner, MBA

**Associate Dean of Professional Development** – Robert Ord, DDS, MD, MS

**Acting Dean of Research** – Pei Feng, MD, PhD

**Associate Dean of Student Affairs** – Karen Faraone, DDS, MA

**Assistant Dean of Admissions and Recruitment** - Judith A. Porter, DDS, EdD

**Associate Dean of Clinical Affairs** – Louis DePaola, DDS

**Assistant Dean of Development** – Richard Collins, BS

**Executive Director of Institutional Advancement** - Keith Groves, DMIN, MPC

**Executive Director of IT and Facilities Management** – Kent Buckingham, MS

## **Departments**

### **Dental Public Health**

**Professor and Chair: Richard Manski, DDS, PhD**

In its teaching, research, and service activities, the Department of Dental Public Health continually develops, evaluates, and disseminates information and methods to meet the needs of dental healthcare providers and the public. The major areas of teaching responsibility are the history of dentistry, oral healthcare delivery, evidence-based practice, and practice administration for the pre-doctoral dental program. The Department is also responsible for coordinating the dental externship program and teaching evidence-based practice for the dental hygiene program. The Department conducts research in a variety of areas that relate to dental public health, health services administration, and health policy. The Department is also responsible for all operations of the National Museum of Dentistry (NMD). The NMD is a Smithsonian Affiliate Organization, has one of the most comprehensive dental collections in the world, is the national collection for the social, cultural, economic, scientific and technological history of dentistry and represents the origins and development of dentistry in the United States as well as a significant portion of its development in the rest of the world. The museum received Congressional designation as the official museum of the dental profession of the United States in 2003.

## **Advanced Oral Sciences and Therapeutics**

**Professor and Chair: Thomas Oates, DMD, PhD**

The department contains three dental specialty areas and is responsible for major segments of the predoctoral dental curriculum encompassing endodontics, dental biomaterials, geriatric dentistry and fixed and removable prosthodontics and periodontics. The department also includes a dental hygiene program and offers a degree completion and Bachelor of Science in dental hygiene. Three-year certificate programs in postgraduate endodontics, post-graduate periodontics and postgraduate prosthodontics are offered as well as specialty observerships (6 months or 1 year) for foreign-trained dentists in Periodontics and Prosthodontics. Further training for certified periodontists and prosthodontists is offered in an Implant Periodontal – Prosthetic Fellowship for management and treatment of complex implant prosthodontic patients.

The department has an active research program in all aspects of advanced dental care and includes: regenerative biology and therapy, microbial genetics, chemotherapeutic agents, periodontal pathogens, implantology, and biostatistics of endodontic infections and their relationship to systemic disease, digital dentistry, dental materials, nanocomposites, calcium phosphates, novel methods of controlling tooth sensitivity, evaluation of physical properties of numerous dental materials, and bioactive ceramics. Our department members also collaborate with public health to establish best practices for oral health care delivery and access to care.

## **General Dentistry**

**Professor and Chair: Ward Massey, BDS, PhD, FICD**

Our mission is to educate the students in the art, science and practice of dentistry and to promote professional standards of excellence. We provide students with the highest quality multidisciplinary educational approach. The students are mentored to provide excellent patient care, to promote evidence-based dentistry, lifelong learning, desire to pursue advanced training and foster attachments with institutions of higher learning. We are committed to improving oral health and the quality of life for the people of Maryland.

## **Microbial Pathogenesis**

**Professor and Chair: Patrik M. Bavoil, PhD, Associate Professor**

The department conducts multidisciplinary research in microbial pathogenesis, educates students in the biology of oral and other microbial pathogens, and provides service to the School of Dentistry, the University, and the community. Continued development of the department emphasizes integration of its research activities into the graduate and postgraduate programs of the School of Dentistry through a faculty-driven curriculum in interactive classroom settings as well as department-supported research projects.

## **Neural and Pain Sciences**

**Professor and Chair: Joel D. Greenspan, PhD**

This is a research-intensive department focused in the area of neuroscience, with a strong emphasis on the neurobiology of pain. Research initiatives encompass basic, translational, and clinical science programs. Educational missions involve instruction in the School of Dentistry and Graduate School curricula and mentored research training for both predoctoral students and post-doctoral fellows.

## **Oncology and Diagnostic Sciences**

**Professor and Interim Chair: Renty Franklin, PhD**

In addition to providing instruction in radiology, oral medicine, and diagnostic sciences for the predoctoral program, the department presents courses for graduate and postgraduate students and offers programs leading to a certificate in Oral and Maxillofacial Pathology and/or a doctoral degree. Also, graduate training programs are offered in surgical, clinical, and experimental pathology. Research and graduate training are conducted in the pathobiology of cancer, connective tissues, stress proteins, developmental biology, dental management of medically compromised patients, prevention of infection in immunocompromised patients, evaluation of drugs to treat bacterial and fungal infections of the oral cavity and the role of viruses in cancer and its treatment.

## **Oral and Maxillofacial Surgery**

**Professor and Chair: Robert A. Ord, DDS, MD, MS**

The department provides instruction in the second, third and fourth years of the predoctoral program. The 3rd year dental students rotate for 1 week at the University of Maryland Medical Center, participating in the OR and the outpatient clinic. A Year IV clerkship elective in Oral-Maxillofacial Surgery provides students an opportunity to perform more advanced dentoalveolar surgery and participate more fully in surgical care at the University of Maryland Medical Center. The postgraduate program in oral-maxillofacial surgery includes training at the University of Maryland Medical System and University of Maryland School of Dentistry. Research is conducted in chemoprevention of oral carcinoma and pain management techniques. The department is also involved in evaluation of analgesics for postsurgical pain control and tumor immunology.

## **Orthodontics/Pediatric Dentistry**

**Clinical Professor and Chair: Vineet Dhar, BDS, MDS, PhD**

Predoctoral instruction in orthodontics provides a strong foundation for delivery of limited orthodontic treatment as part of an adult and child patient's comprehensive dental care. Clerkship and other elective opportunities are available for those who wish to pursue additional course work and clinical experience. The postgraduate program prepares students for specialty certification by the American Board of Orthodontics.

The department conducts research in growth and development, experimental and diagnostic imaging, the biology of tooth movement, properties and biocompatibility of orthodontic materials, and the physiology of the tongue and facial musculature, and the pathophysiology and treatment of obstructive sleep apnea in children and adults.

## **Student Body**

Five hundred twenty-two students are enrolled in the predoctoral dental education program in the 2018-2019 academic year. A total enrollment of 613 includes 33 dental hygiene, and 58 advanced dental education students.

Dental school students represent a variety of undergraduate institutions across the country.

## **Student Organizations**

A Bridge to Academic Excellence (ABAE)

Academy of General Dentistry (AGD)

Aesthetics and Cosmetics Dental Society

Alpha Omega Dental Fraternity, Zeta Mu Chapter

American Association of Women Dentists (AAWD)

American Dental Education Association (ADEA)

American Student Dental Association (ASDA)

Christian Medical and Dental Association (CMDA)

Endodontics Interest Group

Gamma Pi Delta Prosthodontic Honor Society

Global Dental Organization

Healthy Smiles for Baltimore Kids

Hispanic Dental Association (HDA)

Iranian American Dental Association (IADA)

Korean American Student Dental Association (KASDA)

Maryland Association of Pediatric Dentists (MAPD)

Muslim Students and Scholars Association

Neuroscience Outreach Volunteer Association (NOVA)

OMFS Society

Oral & Maxillofacial Surgery Study Club

Oral Diagnosis Study Club

Practice Management Club

Prosthodontic Interest Group

South Asian Student Dental Association (SASDA)

Special Care Dental Association (SCDA)

Student American Dental Hygienists' Association (SADHA)

Student Dental Association (SDA)

Student National Dental Association (SNDA)

Student Research Group (SRG)

Tau Sigma Military Dental Society

UMBSOD Chinese Student Association

Worthy Life Christian Fellowship

## Alumni Association

The Alumni Association of the University of Maryland School of Dentistry represents more than 8,000 graduates. Alumni representatives from the Doctor of Dental Surgery, Dental Hygiene, Advanced Dental Education, and graduate programs are recruited to serve on the Alumni Association Board of Directors and committees.

The Alumni Association fosters and promotes the dental school and its programs. To accomplish this goal, the association seeks to:

- Connect and engage alumni with their alma mater,
- Support, promote, and recognize the School of Dentistry and its alumni,
- Organize alumni gatherings where longtime friendships may be renewed and new friendships made,
- Inspire alumni to support the needs of the school through their time and philanthropy,
- Encourage alumni participation in school- and Alumni-Association-sponsored activities including continuing education offerings,
- Maintain the high standards and traditions of the world's first dental college.

The annual meeting of the Alumni Association is held during Alumni Weekend. At this gathering, officers and members are elected to the Board of Directors.

The Alumni Association works closely with the school's Office of Institutional Advancement to plan activities across the country for alumni and friends. Local events allow alumni and friends the opportunity to interact with students and faculty.

If you are interested in becoming involved with the Alumni Association and its activities, please contact the Office of Institutional Advancement at 410-706-7146 or [dentaladvancement@umaryland.edu](mailto:dentaladvancement@umaryland.edu).

## Continuing Education

**Director: Keith W. Groves, DMin, MPC**

The School of Dentistry is committed to the lifelong learning of oral health professionals in Maryland and neighboring states of the Mid-Atlantic Region. Continuing Dental Education for dentists and dental hygienists is among the missions of the dental school, for today's many and frequent advances in science and technology impose a greater and sustaining need for timely accession of new information.

In order to fulfill its commitment to lifelong learning, the School of Dentistry provides courses designed to meet the needs of dental and dental hygiene practitioners. Based upon research in the basic and clinical sciences, the Continuing Dental Education Program offers participants educational courses which reflect contemporary professional knowledge of direct benefit to the practice community. These courses are conducted in clinics, laboratories, and simulation facilities of the dental school as well as other regional settings of convenience to course participants. In addition, future courses may be offered through such distance learning media as the Internet.

# UMB and SOD General Information

## Financial Information

### Tuition and Fees

NOTE: Notwithstanding any other provision of this or any other university (college) publication, the university (college) reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the university (college) and the University System of Maryland Board of Regents.

Current tuition and fees are listed on the University of Maryland Student Accounts Web page at:  
<http://www.fincsvc.umaryland.edu/sa/tuition.cfm>

Enrollment deposits are credited toward tuition at registration, but will not be refunded in the event of failure to enroll.

### Explanation of Fees

Campus fees are used to fund activities sponsored by the University Student Government Association, support the cost of the shuttle system, which transports students to local neighborhoods, meet the costs for various student activities, student publications, and cultural programs within the School of Dentistry, and for the expansion of various campus facilities that are not funded or are funded only in part from other sources.

The application and/or matriculation fee partially defrays the cost of processing applications for admission and enrollment data in the professional schools. These are not refundable. The application fee is applied against the matriculation fee for accepted students.

Association membership fees cover yearly membership in student professional organizations - American Student Dental Association (ASDA-dental) or Student American Dental Hygienists' Association (SADHA -dental hygiene).

The Central Materials Service fee covers the rental of instrument cassettes, enhancement items, and other instruments used to practice dentistry. The hand piece lease covers the rental of electric hand pieces and piezo scalers.

The board fee covers the cost of materials used for required competency examinations to prepare students for regional board examinations.

The dental equipment purchase fee covers preclinical laboratory charges for expendable supplies, materials and equipment.

The laundry service charge covers the rental and laundering fee for laboratory coats.

The laptop, notebook, and technology fees cover costs for required computer, software, and technology services and support.

Student liability (malpractice) insurance is charged to all dental, dental hygiene, and advanced dental education students as a condition for enrollment. Information regarding professional coverage for students is available through the School of Dentistry's Office of Clinical Affairs.

Hospitalization insurance is required for all full-time students. A brief outline of the student hospitalization insurance program is furnished to each student. Students with equivalent insurance coverage must provide proof of such coverage at the time of registration and obtain a hospitalization insurance waiver each fall semester.

Disability insurance is required of all dental and dental hygiene students.

The graduation fee is charged to help defray costs involved with graduation and commencement.

Fees for auditors are the same as those charged for courses taken for credit at both the predoctoral and graduate level. Audited credit hours will be added to a student's total credit enrollment to determine whether a student is full- or part-time for tuition and fee assessment purposes.

Special students are assessed tuition and fees in accordance with the schedule for the comparable predoctoral, graduate, or first professional classification.

A service charge of \$25 is assessed for dishonored checks and is payable for each check that is returned unpaid by the drawee's bank on initial presentation because of insufficient funds, payment stopped, postdating or drawn against uncollected items.

A late registration fee is charged to defray the cost of the special handling involved for those who do not complete their registration on the prescribed days.

The university reserves the right to make such changes in fees and other charges as may be necessary.

## Instructional Materials

A list of textbooks recommended for first year courses are provided to incoming students during the summer before enrollment. All textbook lists are also on the School of Dentistry's online Textbook List. The campus bookstore stocks these books; students may purchase books there or at other bookstores. Approximate costs of textbooks and other instructional materials are as follows:

First year	\$1,725
Second year	\$1,600
Third year	\$ 600
Fourth year	\$ 400

Aid programs are centrally administered by Student Financial Aid, located in the Health Sciences/Human Sciences Library, 2nd floor. These programs are designed to help students who otherwise would be financially unable to attend the university. To qualify for aid, the student must apply annually and meet certain eligibility requirements. Students should apply in January for the following academic year using the FAFSA (Free Application for Federal Student Aid).

Aid packages often include a combination of loans, grants, scholarships, and work-study designed to meet 100 percent of a student's needs. The student should call Student Financial Aid at 410-706-7347, visit the Financial Aid website or stop by for fact sheets that contain detailed information on the application process and types of aid available. The office is open from 8 a.m. until 5 p.m., Monday through Friday.

In an attempt to meet the ever-increasing needs of students, the Maryland General Assembly allocates earmarked funds to the university for student assistance every year. As a result, university grants are available to Maryland residents who demonstrate a financial need. After careful review of the student's current financial situation, awards are made on an individual basis.

The policy excerpts contained in this catalog are intended for the convenience of the reader. Students are responsible for familiarizing themselves with the policies and procedures referenced herein as well as campus-wide policies found on the campus web page: <http://cf.umaryland.edu/umpolicies>.

## Registration Procedures

To attend classes, students in all programs except Oral and Maxillofacial Surgery are required to register each term in accordance with current registration procedures. Fees are due and payable on the dates specified for registration. Registration is not completed until all financial obligations are satisfied. Students who do not complete their registration and pay tuition and all fees will not be permitted to attend classes. A fee will be charged for late registration.

Although the university regularly mails bills to advance-registered students, it cannot assume responsibility for their receipt. If any student does not receive a bill before the beginning of a semester in which he/she has advance registered, it is the student's responsibility to contact the Office of the Registrar or Cashier's Office during normal business hours.

All checks and money orders should be made payable to the University of Maryland for the exact amount of the actual bill.

No diploma, certificate or transcript of record will be issued to a student who has not made satisfactory settlement of his or her university account.

## Determination of In-State Status

An initial determination of in-state status for admission, tuition and charge differential purposes will be made by the university at the time a student's application for admission is under consideration. The determination made at that time, and any determination made thereafter, shall prevail in each semester until the determination is successfully challenged. Students classified as in-state for admission, tuition and charge differential purposes are responsible for notifying the Office of the Registrar, in writing, within 15 days of any change in their circumstances that might in any way affect their classification at the university.

The determination of in-state status for admission, tuition and charge-differential purposes is the responsibility of the campus Office of the Registrar. A student may request a reevaluation of this status by filing a petition. The university's policy is available through the Office of the Registrar.

<https://www.umaryland.edu/registrar/residency/>

## Withdrawal and Refund of Fees

Students who want to withdraw from the school at any time during the academic year are required to file a letter of resignation with the dean. After completing School of Dentistry check-out procedures as verified on the withdrawal form, the student must obtain an Application for Withdrawal form bearing the proper signatures, which must be filed with the Office of the Registrar. The student must have no outstanding obligations to the school or the university and must return their student identification card. The date used in computing refunds, if applicable, is the date on which the Application for Withdrawal is approved by the dean's office.

Students officially withdrawing from the school will be refunded appropriate academic fees based on a percent of attendance. Refund schedules are available from the Office of Student Accounting.

If the above procedures are not completed, the student will not be entitled to honorable withdrawal and will forfeit the right to any refunds that would otherwise be given. The dental school may also place a hold on the student's record to withhold transcripts and certifications.

## **Transcript of Record**

Students and alumni may secure transcripts of their University of Maryland record from the Office of the Registrar. There is no charge for this service. A request for transcripts must be made in writing and should be made at least five days in advance of the date when the records are actually needed. Transcripts are issued in turn as requests are received. No transcript will be furnished to any student or alumnus whose financial obligations to the university have not been satisfied.

## **Diploma Application**

Degree requirements vary according to the University of Maryland school or program in which a student is registered. However, each degree candidate must file a formal application for diploma with the registrar's office at the beginning of the term in which the student expects to graduate. A student who does not graduate on the originally expected date must reapply for graduation by the appropriate deadline.

## **Student Health Requirements**

All students are required to have the campus-sponsored student health and hospitalization insurance or its equivalent. Detailed information regarding the provisions of the student policy the university offers may be obtained from Student and Employee Health. At the time of registration each year, students must either purchase the student coverage or produce certified proof of equivalent coverage. If proof of comparable insurance is not received at Student and Employee Health by September 15, the student will be required to pay for the student policy for that semester.

Students are required to document their immunity to childhood diseases, including measles, mumps, rubella and chicken pox. Information regarding specific requirements will be distributed to each student.

Since hepatitis B is an occupational risk for health care providers, all enrolling dental students are also required to undergo immunization against hepatitis B. Vaccine cost is included in the student fees.

## **Readmission to School of Dentistry Programs**

Consequent to dismissal or withdrawal, readmission may be sought by reapplication to the School of Dentistry. To initiate the readmission procedure, the former student shall submit a detailed letter, with supporting documents, to the Office of Admissions, requesting readmission to the School of Dentistry. Students dismissed for violations of the Professional Code of Conduct are ineligible for readmission, unless substantial evidence of rehabilitation is provided. Determination of substantial evidence is within the school's sole discretion.

Once the letter of application has been processed by the Office of Admissions, the Committee on Dental Recruitment and Admissions, in consultation with the appropriate departments, the progression committee, and administrative and nonadministrative faculty members within the School of Dentistry, may consider the student for readmission. The process of consideration may include a careful review of the student's academic record, a study of the reasons for seeking readmission, and assessment of the student's potential for academic success in the future. Recommendations relative to the readmission will be referred to the Committee on Dental Recruitment and Admissions in conjunction with the Office of Admissions and Office of Academic Affairs for final decision and notification, including conditions for readmission, where appropriate. Decisions resulting from this policy are not subject to appeal.

## **UMB and General School of Dentistry Policies**

### **Accommodations Policy**

It is the policy and practice of the University of Maryland, Baltimore to create inclusive learning environments. If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to register with the Office of Educational Support and Disability Services (ESDS). For more information, please visit the ESDS Website ([www.umaryland.edu/disabilityservices](http://www.umaryland.edu/disabilityservices)) or call (410) 706-5889.

To avoid any delay in the receipt of accommodations, students should contact ESDS as soon as possible. Please note that accommodations are not retroactive and that disability accommodations are not provided until an accommodation letter has been processed. Any students registered with ESDS are welcome to contact the Course Director as soon as possible for assistance in developing a plan to address your needs and to coordinate the approved accommodations for this course.

## **Boundaries Policy**

Within the School of Dentistry, mentoring and collegial relationships develop between students and faculty, staff and administrators as a valuable, constructive part of the academic process. Persons in positions of influence over students (e.g., faculty and staff) have a professional responsibility to maintain appropriate boundaries and not to abuse, nor seem to abuse, the power with which they are entrusted. Dating between faculty and students is strongly discouraged. Persons in positions of influence over a student must disclose to the Dean of the School of Dentistry, or to the Dean's designee, relationships which could suggest, or appear to suggest, questionable standards of professional conduct so that measures may be put in place to avoid the appearance of a conflict of interest. Approved by Executive Board: 10/1/02

Reviewed: August 1, 2016

## **Building Access and Security Policy**

### **Building Hours**

Students will have access to the School of Dentistry during the following hours:

Monday - Friday 7:30 a.m. - 11 p.m.

Saturday 10 a.m. - 6 p.m.

Sunday 10 a.m. - 6 p.m.

Hours may be subject to change.

### **Identification Badges**

Students must show their student identification badges upon entering the building, and display their identification badges at all times.

### **Equipment Removal**

Security of the School of Dentistry's building, its equipment and supplies continues to be an issue for all of us personally, as well as for our collective welfare fiscally. In that context, the School of Dentistry is currently reviewing with Campus Police methods, which provide best security for our people and materials, with a view toward determining whether any changes in current policies and practices are in order. As a service to students and residents, the School of Dentistry has for several years provide through C.M.S. instruments, hand pieces and some supplies for use in out-of-state licensing examinations. This is done at cost, currently \$250, payable by money order only. Arrangements may be made through the Director of C.M.S. Property removal slips, signed by the Director of C.M.S. or by the Director of Clinics, are required to remove the approved items. The materials not consumed during the licensing examination and all included instruments and hand pieces are to be returned to C.M.S. after the examination. Equipment other than hand pieces, e.g., Cavitrons, amalgamators, light curing devices, are not loaned and are NOT to be removed from the building.

Patient records and original radiographs may NOT be removed, either. Violations of this policy by students/residents are managed through the Student Judicial Board Policy. Potential sanctions range up to expulsion. Unauthorized participation by staff or faculty in removing property from the School is grounds for disciplinary action.

### **Complaints to the Commission on Dental Accreditation**

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611 or by calling 1-800-621-8099 extension 4653.

Reviewed: August 1, 2016

### **Credit Hours Policy**

The School of Dentistry utilizes the Federal definition of a credit hour as a guideline for determining the credits associated with courses and programs. Therefore, the DDS program shall award 1 credit hour for: 1. A minimum of 15 hours, of 50 minutes each of actual class time (lecture, seminar or discussion), exclusive of registration, study days and holidays, and twice out of class time; 2. A minimum of 30 hours, of 50 minutes each of supervised or independent laboratory time, exclusive of registration, study days, and holidays, and once out of class time; 3. A minimum of 45 hours, of 50 minutes each of clinical instructional situations such as practica, internships, and cooperative educational placements, when supervision is ensured and learning is documented; 4. As based on the academic term (first year- 35 weeks; second year- 35 weeks; third year- 43 weeks; fourth year – 41 weeks).

Reviewed: August 1, 2016

## **Dress and Appearance Regulations within the University of Maryland School of Dentistry**

### Dress and Appearance Regulations within the University of Maryland School of Dentistry

Policy/Procedure: It is the responsibility of all students, faculty, and staff in the clinics, clinical simulators, clinical laboratories, and all classes to maintain personal dress and cleanliness that is consistent with professional patient care, and Maryland Occupational Safety and Health (MOSH) regulations. Patients view the Dental School as the equivalent of a large dental practice, and therefore it is important to have a professional appearance while on school premises.

Students, faculty, and staff bear the responsibility of promoting this policy among themselves. Research laboratory staff will not be affected by the dress regulations other than for MOSH requirements. Attire in clinical simulation areas should be identical to the attire considered appropriate for the patient treatment areas. Attire should be neat, clean and professional, conveying the respect inherent in the practitioner-patient relationship.

1. Informal attire such as jeans, shorts, Bermuda shorts, track suits, cargo pants, and sweat clothes are not permitted at any time. Clean athletic shoes with socks may only be worn with scrub attire.
2. All students will wear white or blue disposable gowns provided by the school during patient treatment. Selection of the coat/gown is based on the procedure being performed. Clinic coats/gowns will be worn in all patient care areas and must be fully buttoned including the top snap or button during patient treatment. A clean coat/gown must be worn each day; it should be changed should it become visibly stained or contaminated during the clinic session. **CLINIC COATS/GOWNS SHOULD NOT BE WORN OUTSIDE THE BUILDING OR INTO NON-CLINICAL AREAS OF THE BUILDING.**
3. Surgical scrub attire is required to be worn by students while in clinic, in clinical laboratories, in pre-clinical laboratories and in the lecture hall. Cultural concerns will be considered on an individual basis. A white or blue disposable coat/gown is worn over the scrub attire during patient treatment. Clean, pressed scrubs in a solid color (with the exception of navy blue which is reserved for faculty) selected by, and representative of each class and embroidered with the school logo will be worn.
4. On certain allowed days such as school pictures, etc. street clothes that meet the following criteria will be permitted:

Men may wear clean, neat slacks and a collared shirt, dress or polo-type, long or short sleeved. T-shirts are not permitted.

Women may wear slacks, Capri pants, skirts or dresses. Skirts/dresses may be no shorter than two inches above the knee. All tops must cover the back and shoulders and must consist of opaque (not sheer) material that is not overly tight.

Footwear: No sandals, flip flops, cloth shoes (ie. TOMS), shoes with openings on the top (Crocs), or open toes are permitted in the clinical areas or clinical simulation areas. Flat shoes are strongly recommended in the clinics and clinical simulation for health and safety reasons. Clogs are permitted. Leather tennis shoes (with scrub attire) are permitted.

#### 5. Hair and Grooming:

\*Hair should be clean and well groomed

\*Long hair should be tied back from the clinician's face. Hair should not contact the patients, instruments or equipment.

\*Male students with facial hair must be able to completely cover it with a clinical facial mask.

\*Fingernails should be clean and short (no longer than the fingertip) and well-manicured.

false nails or chipped fingernail polish are not permitted.

Acrylic fingernails/

#### 6. Jewelry:

\*No facial jewelry is permissible (lip ring, nose ring, eyebrow rings)

\*Earrings should not interfere with personal protective equipment or patient treatment

\*With the exception of a smooth band, rings should not be worn.

Revised: October 1, 2016

## **Essential Requirements for Admission and Matriculation**

**UNIVERSITY OF MARYLAND**

**SCHOOL OF DENTISTRY**

### **Essential Requirements for Admission and Matriculation**

The mission of the School of Dentistry is "...to graduate exceptional oral health care professionals, contribute to the scientific basis of treatments for diseases of the orofacial complex, and deliver comprehensive dental care." To achieve this mission, the School of Dentistry has established specific goals.

Admission to the School of Dentistry is open to all qualified individuals in accordance with the 1973 Vocational Rehabilitation Act (29 U.S.C. §701 *et seq.*) and the Americans with Disabilities Act (42 U.S.C. §12101 *et. seq.*) Qualified individuals must satisfy the School of Dentistry's minimum technical standards with or without reasonable accommodation.

Dental education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behaviors essential to the profession. Students require observational, organizational communication, sensory, motor, intellectual, behavioral, technical, and social skills to successfully negotiate the curriculum. The School of Dentistry is mindful of the unique nature of dental curricula. It is the responsibility of the School of Dentistry's admissions committee to select applicants who are qualified to successfully complete the required training. As part of the education process, students in all of the School's clinical programs are required to provide treatment for patients and to practice treatment techniques with student partners. Students are required to serve as patients for their classmates in performing such diagnostic and reversible procedures as local anesthesia administration, the making of impressions, sealant placement and oral prophylaxis. The

School of Dentistry has the responsibility of ensuring timely and safe treatment of all patients during these and other processes inherent in comprehensive care.

Candidates and students must have aptitude, abilities and skills in five areas: (1) observation (2) communication (3) motor function (4) quantitative and intellectual conception (5) behavioral and social stability. Technological compensation can be made for some disability in these areas, but a student should be able to perform in a reasonably independent manner. The use of a trained intermediary would mean that a student's judgment is mediated by someone else's knowledge, powers of selection, observation, organization or clinical ability. Therefore, third parties cannot be used to assist students in accomplishing curricular requirements in the five skill areas specified above.

### **Observational**

**Observation necessitates functional use of the sense of vision, touch and other sensory modalities. A student must be able to:**

- Acquire information and skills through demonstrations and experiences in the basic, behavioral and dental sciences;
- Observe patients accurately, at a distance and close at hand, with or without standard instrumentation, to acquire information for written documents;
- Observe and note verbal as well as non-verbal communications;
- Visualize information presented in images from paper, film, slides, computer displays and video; and
- Interpret radiographs and other graphic and 3-D images.

### **Communication**

**A student must be able to:**

- Speak intelligibly, and sensitively with patients;
- Elicit and transmit information, describe changes in mood, activity and posture and perceive non-verbal communication, e.g. in order to allow the development of a health history;
- Communicate effectively and efficiently in oral and written English with all members of an interdisciplinary health care team, the patient, and the patient's family or legal representative during both emergency and non-emergency situations;
- Read and apply appropriate information and instructions contained in requisitions, notes and the electronic patient record; and
- Understand and apply clinical instructions given by others.

### **Sensory and Motor Coordination and Function**

**A student must:**

- Have the gross, fine muscular coordination and equilibrium necessary to execute precise and finite movements inherent in providing general care and emergency treatment for patients;
- Have exceptional use of both touch and vision;
- Be able to perform palpation and other diagnostic and therapeutic maneuvers;
- Be able to perform laboratory procedures and work with standard laboratory materials;
- Be able to reach and manipulate dental equipment to all positions in order to control the operating environment; and

- Be able to activate the emergency medical system.

### **Intellectual, Conceptual, Integrative and Quantitative Abilities**

#### **A student must:**

- Be able to measure, calculate, reason, analyze, integrate and synthesize;
- Be able to perform problem solving skills, e.g. including those listed above, efficiently and expediently in emergency and non-emergency situations; and
- Comprehend three-dimensional relationships and understand the spatial relationships of structures.

### **Behavioral and Social Competencies**

#### **A student must:**

- Possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment and the prompt completion of all responsibilities attendant to the diagnosis and care of patients;
- Follow faithfully the policy on attendance: <http://www.dental.umaryland.edu/academicaffairs/academic-information/policies/predoctoral-policies/attendance/>
- Possess exceptional organizational skills and be able to multitask;
- Respect the time and privacy of other students, colleagues, staff and faculty;
- Exhibit the development of mature, sensitive and effective relationships with patients, colleagues, clinical and administrative staff, and all others with whom the student interacts in the professional or academic setting, regardless of their race, ethnicity, gender, religion, age or other attributes or affiliations that may differ from those of the student;
- Be able to tolerate physically and emotionally taxing workloads and to function effectively when stressed;
- Be able to adapt to changing environments, to display flexibility and to learn to function in the face of uncertainties inherent in the clinical problems of patients;
- Be able to accept appropriate suggestions and criticism and, if necessary, respond by modification of behavior; and
- Display empathy, integrity, concern for others, and interpersonal skills, interest and motivation in becoming a dental professional.

### **Other Requirements**

A student must comply with university immunization requirements as outlined at:

<http://www.umaryland.edu/policies-and-procedures/library/student-affairs/policies/v-100a.php>

The admission of a student who is chronically infected with Hepatitis B Virus will be considered on a case-by-case basis after consultation with a panel of experts in Infections Diseases. This panel will consider the Hepatitis B e antigen status, the health of the student and decide what, if any, restrictions and monitoring are necessary for the student during their training in dentistry or dental hygiene.

### **Applicants with Disabilities**

The University of Maryland School of Dentistry provides reasonable accommodations for applicants with disabilities.

An applicant is not disqualified from consideration due to a disability. Applicants are not required to disclose a disability to the Committee on Admissions. Applicants with questions about the School's Essential Requirements for Admission and Matriculation in relation to their disability are encouraged to discuss the issue of accommodation with the University's Office of Educational Support and Disability Services.

<http://www.umaryland.edu/disabilityservices/> Applicants may request reasonable accommodation in Admissions by contacting the University's Office of Education Support and Disability Services.

Some of the aptitudes, abilities and skills described in the Essential Requirements can be attained with technological compensation or other reasonable accommodation.

However, individuals using technological supports or other accommodations must be able to perform in an independent manner. The use of trained intermediaries to carry out functions described in the Essential Requirements will not be permitted by the

School of Dentistry. Intermediaries, no matter how well trained, are applying their own powers of selection, observation or organization, which could affect the student's judgment and performance. Therefore, the School will not permit third parties to assist a student in the clinical training area to accomplish curriculum requirements and skills identified in the Essential Requirements. Other accommodations will be given due consideration, and reasonable accommodations will be made where consistent with curriculum objectives.

An applicant who has not been offered admission to the School of Dentistry may, but is not required to, disclose a disability and request accommodation during the admissions process. An applicant who chooses voluntarily to disclose a disability should write the

Director of Educational Support and Disability Services for the University to begin University procedures for disability accommodation.

<http://www.umaryland.edu/disabilityservices/>

After admission, admittees who have not yet accepted a place in a class at the School of Dentistry, admittees who have accepted a place and matriculating students can disclose a disability and request accommodations with the Director of Educational

Support and Disability Services.

### **Enrolled Students with Disabilities**

The University of Maryland School of Dentistry provides reasonable accommodations for enrolled students. Enrolled students with questions about the Dental School's

Essential Requirements for Admission and Matriculation in relation to their disability are encouraged to discuss the issue of accommodation with the University's Office of

Educational Support and Disability Services. <http://www.umaryland.edu/disabilityservices/>

Enrolled Students may request reasonable accommodation by contacting the University's Office of Education Support and Disability Services and must renew accommodations with that same office each semester.

Developed and submitted to University Counsel: 7/29/14

Revised by University Counsel: 08/19/14

Approved by Faculty Assembly: 09/15/14

Reviewed: August 1, 2016

## **Examination Policies**

### **Scheduling**

Each semester, every effort is made to schedule examinations at appropriate intervals based on the curriculum and course director preference. Prior to finalizing the academic schedule, there will be an opportunity for feedback from the respective class president or their designee. Once schedules have been finalized, however, any change of examination dates can only be considered in exceptional circumstances (e.g., emergencies, inclement weather) and will be managed between the course director(s) and the Office of Academic Affairs.

### **Conduct of Examinations**

Each examination is scheduled to begin at a specific time as indicated by the course coordinator. Specific start times are applicable to all students scheduled to take examinations regardless of whether the exam is an online or paper and regardless of whether the student is on-site or off-site. Presenting late to scheduled examinations distracts other test takers, inconveniences proctors who are scheduled in advance for each testing situation and compromises the security of exam taking conditions.

For fairness and consideration to all on-site and off-site students and proctors, a 15 minute leeway is the maximum allowable time provided for a student to present for an examination and begin taking their exam. Students must check in at the scheduled start time for an exam. At the discretion of the course coordinator, students arriving at an examination 15 minutes after the scheduled start time may not be allowed to sit for the scheduled exam. The course coordinator will decide the outcome of a student missing an exam which may include, but is not limited to, receiving a zero for the examination and academic counseling with both faculty and administrators of the School of Dentistry.

### **Academic Dishonesty**

Cheating, plagiarism, violating copyright laws and other acts of academic dishonesty are held as serious offenses and can result in dismissal from the program. Instructors have the responsibility to report any such incidents in writing to the Professional Conduct Committee (Judicial Board). Additionally, students have the responsibility to report such incidents to the Professional Conduct Committee. Serious penalties may be imposed which, depending on the nature of the incident, could include loss of course points, failure of the course, permanent expulsion from the class, program or college or other action deemed appropriate by the Professional Conduct Committee.

Each student enrolled in the School of Dentistry is expected to have reviewed the Judicial Policy, available electronically on the dental school's website by clicking here.

Each student enrolled in the School of Dentistry is expected to comply with the Student Judicial Policy, and conduct during examinations is governed by the same.

### **Conduct During Examinations**

- For all exams, students must bring their UMB One Card (student ID) and have their ID visibly displayed.
- Students will enter the examination room and be seated by filling the rows from the front of the room to the back.
- Students may not leave the examination room once it begins without permission of the course director or the proctor unless they have completed the exam.
- No food or beverages are allowed in the examination room.
- Students must refrain from talking once the examination begins.
- Activity in examination rooms will be recorded via video cameras.
- No electronic, hand-held or wearable devices are permitted. Examples include: smartphones and other mobile phones (even if they are turned off), smart watches, tablets, cameras, USB devices, PDAs, CDs, personal music players, etc.
- All book bags, hats (except religious), electronic devices, books, pens, and papers should be placed in students' personal lockers prior to entering the examination room. If these personal items are brought into the examination room, they will be required to be placed in the front of the room.

Updated: September 1, 2014

Reviewed: August 1, 2016

Updated: September 1, 2018

### **Email Guidelines for Students**

Students are responsible for checking and maintaining their University email accounts on a daily basis. GoogleApps is the email system for SOD students and uses UMID Authentication (login with your UMID and password).

Your privacy is important to us. Therefore, please keep your email password secure! The faculty and staff use e-mail to communicate privately with students. If you feel your password has been compromised, please logon immediately and change your password. You will also be prompted to update your password every 365 days.

The email system provided by the School and University is for communications related to the business of the School or University, only. Reasonable exception can be made for important personal communications among two or a few persons. Personal communications such as these should not be distributed to distribution lists or other large groups via the campus e-mail system. If you have questions about use of the email privilege, please contact the Office of Academic Affairs.

Guidelines for the use of e-mail are not based on etiquette alone. E-mail sent with the intent of disrupting communication or other system services is not allowed. The proliferation of unsolicited commercial email (also known as UCE or "spam"), virus warnings, urban legends and other electronic chain letters if abusive to the mail system and the network. These types of messages waste valuable computing resources, and may be considered harassing.

Students are responsible for reviewing the UMB IT campus policies related to responsible computing and rules of use for our campus.

Reviewed and Updated: August 1, 2016

### **Flyer Policy**

The Office of Institutional Advancement (OIA) coordinates all marketing materials for the School of Dentistry. The office also is the liaison between the school and central administration with regard to communications and fundraising.

Flyers and posters should be submitted to OIA before they are displayed in the building. Please submit flyers to the Office of Institutional Advancement, Suite 6207, or via email to shesel@umaryland.edu for approval, and allow one week for review.

To prevent damage to paint, doors and other School of Dentistry property, we ask that you please display flyers in only the following locations:

- Bulletin boards located near student lockers on the ground floor,
- Bulletin boards located near student lockers on the fifth floor,

- Bulletin board outside Jay's Café on the first floor,
- Bulletin board on the ground floor,
- Bulletin boards inside the elevator bays on each floor.

Flyers may also be displayed on the digital signs located throughout the building. To submit a JPEG image for the digital signs, please visit: <https://www.dental.umaryland.edu/about/internal-communication-guidelines/>

For more information about displaying flyers or the digital signs, please contact Scott Hesel at 410-706-2289 or [shesel@umaryland.edu](mailto:shesel@umaryland.edu).

Updated: February 1, 2017

## **Food and Drink Policy**

At the present time, the policy in the new School of Dentistry is that food or drink is not permitted in any conference, seminar, lecture, auditorium or clinical areas (reception space). This includes coffee, water, etc. These restrictions are designed to maintain the cleanliness of the rooms and to protect the upholstery and carpeting from stains and damage. This will also insure that the rooms are clean for those who follow.

## **Lunch Time Policy**

There will be an exception to the current food and drink policy for events that take place between 12 p.m. and 1 p.m. Lunch and learn seminars, lunch time clerkship and lunch time meetings are eligible for this exemption. Food and drink may be consumed during this time period in accordance with the newly adopted food and drink guidelines in the following conference rooms:

### **Conference Rooms (capacity)**

G305 (28)  
G309 (26)  
G313 (26)  
1310 (14)  
2310 (14)  
6105 (20)  
7105 (20)  
8105 (24)  
9105 (16)  
9106 (16)

## **Special Events Policy**

Meetings, seminars or clerkships offered at times other than 12 p.m. to 1 p.m. time period are considered to be special events. Special event requests for food and drink will be approved on a case by case basis.

## **Clean-up Policy**

A \$50 cleanup fee (\$100 if carpet/upholstery cleaning is required) will be assessed for those who request cleanup service or fail to return the room to its original condition. The cleanup fee may be waived under special circumstances, such as using an approved vendor who provides cleanup service. The department that reserves the room is responsible for insuring that the cleanup is satisfactory. Please report any unsatisfactory room conditions to a conference room scheduler immediately upon your arrival. This will insure that you are not inappropriately charged.

## **Food Policy in Common Areas**

There are several areas where food and drink may be eaten at all times, such as the tile floor areas outside of the conference rooms, in and around the area of the Café and in the atrium lounges on floors 5,6,7, 8 and 9. Everyone is responsible for cleaning up and leaving the outer tile areas in good order.

## **Lecture, Auditorium or Clinic Spaces**

No food or drink may be brought into any lecture, auditorium or any clinical space.

## **Fundraising Policy**

All fundraising activities by student organizations should receive prior approval by the Associate Dean of Student Affairs.

Approved by the Student Affairs Committee: 3/4/02

Updated: March 10, 2017

## Grade Appeals Policy

### A. Assignment of Grades

The academic standards for successful completion of a course and assignment of a grade are established by the department or unit under which the course is administered. The faculty bear the responsibility of assuring that written academic standards are provided to each student at the beginning of each course. The course director assigns final grades based upon these published academic standards.

### B. Basis for Appeal

1. This appeal mechanism is limited to possible errors in calculating or recording a final grade and to allegations of mistakes or arbitrary or capricious grading. "Arbitrary or capricious" grading means (1) the assignment of a course grade to a student on some basis other than performance in the course; (2) the assignment of a course grade to a student by unreasonable application of standards different from the standards that were applied to other students in that course; or (3) the assignment of a course grade by a substantial and unreasonable departure from the written academic standards for that course.
2. This appeal mechanism is not to be used to dispute the published academic standards for a course which are the prerogative of the department and the course director under which the course is administered.
3. It is the responsibility of the student to substantiate the assertion that an incorrect final grade has been assigned.

### C. Appeals Process

1. The student should first meet with the course director or instructor involved to discuss his or her concerns and to present any evidence that an erroneous or arbitrary or capricious final grade has been assigned. This meeting should occur, when possible, within 10 working days from the time that the student was notified of the grade in question.
2. If the student's concerns are not resolved in meeting with the faculty or course director, the student may submit a written appeal to the appropriate department chairperson. This written appeal must be made, when possible, within five (5) working days of the student's meeting with the faculty or course director and must contain information to substantiate the student's assertion. The department chairperson will consult with the student and the course director and make a written decision for or against the appeal, when possible, within five (5) working days of receipt of the appeal. If the decision is in favor of the student, the chairperson will change the grade as appropriate.
3. If the matter is not resolved to the student's satisfaction, the student may seek advice from the Associate Dean for Academic Affairs. The student may continue the appeal process by initiating the formal procedure of the Student Grievance Policy within 10 working days of receiving the decision of the department chairperson. The Assistant Dean for Student Affairs will appoint the Chairperson of the Student Grievance Panel from among the faculty members on the Student Affairs Committee. For consideration of grade appeals, the Panel shall consist of at least five (5) faculty members of the Student Affairs Committee, plus two (2) student members of the Student Affairs Committee. Absent a conflict, the students should be the Class President of the grieving student's class and the SDA President. The Grievance Panel will request information from the involved department to determine if the grade appeal should be considered further.
4. The formal procedure and appeals process follow the same guidelines for student grievances as described in Sections II and III of the Student Grievance Policy.

Reviewed and revised August 1, 2015

Reviewed: August 1, 2016

## Grievance Policy

A common element in any academic environment is people and their relationships to one another. This responsibility is exceedingly evident in a health professional school. Occasionally questions may arise between individuals or groups which, left unanswered, can lead to a distraction from the mission of the institution.

It is the purpose of the Student Grievance Policy to provide a fair and flexible mechanism for consideration of charges of arbitrary or capricious treatment in academic and non-academic matters (excluding disciplinary - see Judicial Policy; and advancement - see Advancement Policies; and discrimination complaints - see UMB Notice of Non-Discrimination) between student vs. student, student vs. faculty and faculty vs. student situations.

The provision of an informal phase of the Student Grievance Policy exists to identify and resolve problems, if possible, before the initiation of formal proceedings.

Student Grievance Policy **PDF**

The University of Maryland, Baltimore does not discriminate on the basis of race, color, religion, national origin or ancestry, sex, sexual orientation, gender identity or expression, physical or mental disability, marital status, or age in programs and activities. Specifically, Title IX prohibits discrimination on the basis of sex in UMB's programs and activities. UMB will take steps to eliminate prohibited conduct, prevent recurrence, and remedy its effects.

For Matters involving discrimination complaints, please promptly contact the Office of Accountability and Compliance:

[Link to UMB Notice of Non-Discrimination](#)

[Link to Procedures for Resolution of Complaints Alleging Discrimination](#)

Reviewed: August 1, 2016

## **Inclement Weather Policy**

It is the general policy of the University and School of Dentistry to remain open for business and that all employees are expected to report to work and students to attend scheduled classes. If unusually severe weather occurs before the School of Dentistry opens for regular business all employees and students must listen to announcements from the Dean's Office for information specific to this School and its clinical operations. All School of Dentistry announcements can be accessed on Voice Mail, by dialing 410-706-8000 - Mailbox # 6-3368 (6-DENT). This is the only reliable source of information specific to the School of Dentistry. If the announcement states the School of Dentistry is closed all designated "Critical Clinical Employees" should report unless notified otherwise. If you have not received written notification of your designation as a "Critical Clinical Employee" you are not in this category. Because of commitments to patient care we do not ordinarily close when the University makes a decision to close after we once have opened for the day.

Therefore, all clinic personnel are by definition "essential personnel" on such days, with release of all employees being provided only with the permission of the responsible supervisor. The decision to close once we have opened for the day is with the UMB President's Office. However, when we do stay open after the University closes, all employees who are required to stay are entitled to administrative leave. Use of this administrative leave must be approved in advance by the responsible supervisor and cannot adversely affect clinical operations due to inadequate staffing.

March 3, 2015

## **(Student) Insurance Policy**

### **Professional Liability Insurance**

Professional liability insurance is mandatory for all students. Students are enrolled in a group policy. Dental hygiene degree completion students may be exempt from purchasing liability insurance if they do not provide care in the School of Dentistry. Coverage is provided for all school clinics and School of Dentistry-affiliated community service sites. Coverage does not extend to private practice employment settings. Fees for the above-mentioned policy are charged on the student's bill at the time of fall registration.

### **Disability Insurance**

Students are required to purchase group policy disability insurance, and charges are entered on the student's bill automatically.

Reviewed: August 1, 2016

## **Judicial Policy**

### **I. Overview**

This Policy applies to students in the Dental School DDS program, Bachelor of Dental Hygiene program and students in Advanced Dental Education certificate programs: Advanced Education in General Dentistry (AEGD), Endodontics, Orthodontics, Pediatric Dentistry, Periodontics, and Prosthodontics.

Students enrolled only in M.S. or Ph.D. programs are subject to the policies of the Graduate School. Students enrolled simultaneously in a graduate program and one of the programs listed above are subject to this Policy in addition to policies of the Graduate School. Oral & Maxillofacial Surgery residents are not included but rather are subject to policies of the University of Maryland Medical System.

Judicial Policy **PDF**

Reviewed: August 1, 2016

## **Leave of Absence Policy**

A leave of absence from the academic program may be requested by a student in the event of extenuating personal circumstances. The dean may grant a leave of absence for a student who has, in a written request, provided sufficient documentation to justify such action.

Prior to submitting a formal request to the Dean, the student should consult with the Associate Dean of Academic Affairs, the Associate Dean of Student Affairs and/ or the Associate Dean of Clinical Affairs, as appropriate. The student's letter should contain the following information: (1) the requested duration of the leave and (2) the purpose for the request. If the student requests a medical leave of absence, the letter should be accompanied by supporting documentation, including projected date of return, provided by a qualified health care professional.

After consultation with the associate dean of academic affairs, associate dean of student affairs, associate dean of clinical affairs, the faculty co-chair of the Judicial Board and any other individuals deemed appropriate, the dean will provide a written response to the student. The dean's response will include:

1. Approval or disapproval of the request;
2. Conditions regarding the leave of absence (duration; academic status; request for additional supporting documentation, if appropriate; pending disciplinary actions);
3. Instructions for administrative, clinical and facilities clearance (withdrawal or cancellation of registration; independent learning center materials and other university property; satisfaction of outstanding university obligations; notification of the office of student financial aid and the office of student accounting);
4. Instructions for requesting reinstatement (due date of letter; supporting documentation from health care professional, if appropriate, etc.);
5. Conditions for reinstatement (space availability)

Copies of the dean's letter will be sent to the associate dean of academic affairs, the associate dean of student affairs and the associate dean of clinical affairs.

After an extended leave of absence, a student may be required to successfully complete specific departmental projects, competencies or remediation before reinstatement to the dental program.

Reviewed: August 1, 2016

## **Mass Email Policy**

The Office of Institutional Advancement (OIA) is responsible for sending mass emails to School of Dentistry email distribution lists. In accordance with the UM Office of Communications and Public Affairs, OIA is charged with ensuring that mass emails for the School of Dentistry adhere to UM brand standards.

Faculty, staff or students who wish to send mass emails are asked to please submit content to Scott Hesel at shesel@umaryland.edu. Please allow one week for review. All mass emails are approved on a case-by-case basis. OIA reserves the right to also publish the mass email announcements in *Dental Digest*, unless otherwise specified. All announcements may be edited for length, style, or clarity. Requests for reminder emails must be resubmitted. OIA maintains a schedule for mass emails to ensure that inboxes are not overwhelmed.

Thank you for your cooperation.

Updated: February 1, 2017

## **Minimester Policy**

The dental clinics operate on the usual schedule during the minimester. Dental students in all years attend clinic and/or classes at this time.

Dental hygiene students will receive a listing of available minimester course offerings. There is no charge for minimester courses for dental hygiene students who are full-time during the fall semester.

Reviewed: August 1, 2016

## **Misuse or Misappropriation of Patient Health Information Policy**

All School of Dentistry students are expected to adhere to all School of Dentistry and University policies related to the use and management of health information.

Clinical faculty and administrators are responsible for ensuring that students receive appropriate training and notification of all policies related to the use and management of health information. Additionally, at the time admissions offers are extended, students should be advised that adherence to these policies is a condition of matriculation and continued enrollment.

A student found in violation of policies related to the use and management of health information will be subject to the provisions of the Student Judicial Policy. In addition to institutional corrective action, violations may be subject to civil or criminal penalties and notification of law enforcement, and/or regulatory, accreditation, and licensure organizations.

November 8, 2002

Reviewed: August 1, 2016

## Hybrid Course Agreement

University of Maryland School of Dentistry

Individuals registering for hybrid (combination of face-to-face and online) courses must understand the parameters and constraints of this non-traditional learning format. This hybrid course agreement sets forth parameters in an effort to make expectations clear. Please thoroughly read this document and sign and date on the signature page indicating that you have read and understand the student's responsibility in agreeing to hybrid course participation.

This signed document covers all courses of study for the current academic year for which you are enrolled. Reference to this document is available on the dental school's website, under Academic Affairs policies tab and you are encouraged to keep a copy of this agreement and to contact the Office of Academic Affairs should you have any questions.

**Course access:** You are responsible for having consistent access to a computer with an Internet connection that utilizes Internet Explorer. This will enable you to access courses through Blackboard the course management system supported by the School of Dentistry.

**Server Maintenance:** Access to the Blackboard courses will remain relatively constant throughout the duration of the course. Please note that the server that houses UMB's online courses has varied scheduled maintenance times typically during low usage, e.g. 3am, and courses may be unavailable during this time. Significant scheduled maintenance activities are electronically posted by the campus IT administrators and available to all Blackboard users well in advance of the scheduled dates.

**Communication:** The primary method for communicating online should be through the Blackboard course site, however, when you have an urgent/private issue that needs to be discussed, you should e-mail your course coordinator directly or schedule an appointment during office hours.

**Academic Dishonesty:** Cheating, plagiarism, violating copyright laws and other acts of academic dishonesty are held as serious offenses and can result in dismissal from the program.

Instructors have the responsibility to report any such incidents in writing to the Professional Conduct Committee (Judicial Board). Additionally, students have the responsibility to report such incidents to the Professional Conduct Committee. Serious penalties may be imposed which, depending on the nature of the incident, could include loss of course points, failure of the course, permanent expulsion from the class, program or college or other action deemed appropriate by the Professional Conduct Committee.

Each student enrolled in the School of Dentistry is expected to have reviewed the Judicial Policy, available electronically on the dental school's website at: Judicial Policy. Each examination is governed by the same Judicial Policy and includes a statement indicating that each student submitting an examination agrees to uphold this policy.

**Confidentiality:** All student work and grades will be confidential. As with any computer based system, there is the possibility of an individual hacking into the system and confidential information being obtained. UMB maintains every effort to prevent this from happening. If you have any concerns about computer hacking, contact the Dental School's information technology help desk at 410-706-2084 or [dshelp@umaryland.edu](mailto:dshelp@umaryland.edu). If you suspect that your personal computer or files have been compromised and/or information stolen or altered, you should contact your course director ASAP to file a formal incident report. It is your responsibility to reproduce any work required for the course.

**Ethical Behavior:** Students are expected to operate within the ethical boundaries of their chosen profession. All electronic communication with other classmates and the instructor must be conducted without profanity, bias or discrimination. All coursework must be conducted and turned in by the individual registered for the course. All work submitted must be original work.

### Online Examination Policy:

Regardless of the format, each examination is governed by the Judicial Policy stated above and the sanctions for breaking such policy. Each online examination includes a statement indicating that each student submitting an examination agrees to uphold this policy.

Each examination is scheduled to begin at the specific time indicated by the course director. Specific start times are applicable to all students scheduled to take examinations regardless of whether the exam is an online or paper and regardless of whether the student is on-site or off-site. Presenting late to scheduled examinations distracts other test takers, inconveniences proctors who are scheduled in advance for each testing situation and compromises the security of exam taking conditions.

For fairness and consideration to all on-site and off-site students and proctors, **a 15 minute leeway time is the MAXIMUM allowable time provided for a student to present for an examination and begin taking their exam.** Students must check in at the scheduled start time for their exam. At the discretion of the course director, students arriving at an examination beyond 15 minutes after the scheduled start time may not be allowed to sit for the scheduled exam. The course director will decide the outcome of a student missing an exam which may include, but is not limited to, receiving a zero for the examination and academic counseling with both faculty and administrators of the Dental School.

### Conduct During Examinations:

- For all exams, students must bring their Student ID.
- Students may not leave the examination room once it begins without permission of the course director or the proctor unless they have completed the exam.
- No food or drinks allowed in the examination room.
- No talking once the exam begins.
- **Activity in examination rooms will be recorded via the video cameras.**
- No electronic, hand-held or wearable devices are permitted. Examples include: smartphones and other mobile phones (even if they are turned off), smart watches, tablets, cameras, USB devices, PDAs, CDs, personal music players, etc.
- All book bags, hats (except religious), books, pens, and papers must be put in the front of the room.

**Time Commitment:** Students are expected to spend at least 4 hours per credit hour per week on their courses. Online learning requires a great deal of self-discipline and time-management skills. Though the courses are conducted online, they are scheduled to take place during a specific day(s) and time(s) of the week. Course time that is synchronous (everyone online at the same time) will be scheduled during the course's designated weekly time (chats, virtual classroom). The recommendation is that course work also be completed during the course's weekly designated time. In addition, there will be scheduled, proctored exams (that occur during designated class times), and there may be other scheduled 'live' sessions.

**Technical Support:** When a technical problem occurs it the student's responsibility to contact the help desk at 410-706-2084 or dshep@umaryland.edu. If technical problems prevent a student from being able to submit their assignment electronically, they should send an email to the course director to explain the difficulty ASAP. If students cannot use email, they should call the course director to explain the difficulty. If students reach the course director's voicemail, they should leave a message explaining the difficulty and a phone contact where they can be reached.

**Class Announcements:** General announcements or changes to the course will be listed under the Announcements of BB. You should use the discussion board to post questions to your classmates and/or the course director as you progress through the course. Specific discussion boards may be designated for student to student use and for student to faculty use.

**Course Syllabus & Requirements:** It is your responsibility to read and understand the content included in each course syllabus and/or manual, and all other course related materials. Should you need clarification, contact your course director. Refer to your course syllabi for specific details relating to instructor feedback and grading, communication requirements, exact course credit hours, and for each course's scheduled weekly day and time.

## Online Course Agreement

University of Maryland Dental School

I have read this Online Agreement pertaining to my course of study for this school year, understand and accept this policy and agree to uphold the student's responsibility in registering and participating in online courses.

Signed

Date

Print Name

Updated June 2014

Reviewed: August 1, 2016

Updated: September 1, 2018

## School of Dentistry Space Usage Policy

In accordance with USM and UMB policy, academic activities of the School of Dentistry take priority over all other uses of School facilities. In addition, certain areas within the School of Dentistry because of health and safety reasons are not available to campus or outside groups. These areas are defined as follows:

1. The entrance lobby to the School of Dentistry
2. All clinical areas including: reception/waiting, laboratory, operatories, recovery rooms, prep dispense, and sterilization (except for outside professional licensing organizations)

3. All research and teaching laboratories

Requests from campus groups and outside groups must be submitted to the Office of the Dean. Use of space by an outside group may be subject to payment of a fee in accordance with UMB Policy. ([www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-410c.php](http://www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-410c.php))

Requests from campus or outside groups for use of space within the School of Dentistry will be considered and acted on by the Dean or his designee. In addition the Dean or Designee shall use his/her discretion in the assignment of space for campus and outside groups.

Reviewed: August 1, 2016

## **Title IX Policies**

<http://www.umaryland.edu/titleix/>

### **UMB's Title IX Compliance Team**

#### **Acting Title IX Coordinator**

*Mikehl A. Kushner, JD, MSW*

Executive Director, Diversity and Inclusion

Office of Accountability and Compliance

620 West Lexington Street, 5th Floor

Baltimore, MD 21201

Telephone: 410-706-1852

Email: [mikhel.kushner@umaryland.edu](mailto:mikhel.kushner@umaryland.edu)

#### **Deputy Title IX Coordinator/EEO Manager**

*Sheila G. Blackshear, MS, CAAP*

Director, EEO and Affirmative Action

Office of Accountability and Compliance

620 West Lexington Street, 5th Floor

Baltimore, MD 21201

Telephone: 410-706-2281

Email: [sheila.blackshear@umaryland.edu](mailto:sheila.blackshear@umaryland.edu)

## **Treatment Participation Policy**

As a part of the educational process, dental and dental hygiene students will be required from time to time to satisfactorily participate in diagnostic, therapeutic, and nontherapeutic oral health care services. Each student will be required to participate as a caregiver and as the patient. This requirement is disclosed before admission. By enrolling, each student consents to this requirement. Student patients may be provided care by any assigned student or faculty member. All personal health care information provided to the school by a student patient is confidential in nature, will be treated with the confidentiality accorded a patient record under Maryland health care laws and school policy, and will be used only in connection with delivery of oral health care services. Exceptions to this required participation in educational activities may be warranted in extraordinary circumstances, such as a high risk to the student-patient or to the provider associated with the delivery of treatment. Applicants or students with concerns about such situations should contact the chair of the Clinical Operations Board, who has the authority to determine when exceptions will be granted.

Reviewed: August 1, 2016

## **UM Matriculation Policies**

### **Essential Requirements for Admission and Matriculation**

#### **University of Maryland School of Dentistry**

The mission of the School of Dentistry is "...to graduate exceptional oral health care professionals, contribute to the scientific basis of treatments for diseases of the orofacial complex, and deliver comprehensive dental care." To achieve this mission, the School of Dentistry has established specific goals.

Admission to the School of Dentistry is open to all qualified individuals in accordance with the 1973 Vocational Rehabilitation Act (29 U.S.C. §701 *et seq.*) and the Americans with Disabilities Act (42 U.S.C. §12101 *et seq.*) Qualified individuals must satisfy the School of Dentistry's minimum technical standards with or without reasonable accommodation.

Dental education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behaviors essential to the profession. Students require observational, organizational communication, sensory, motor, intellectual, behavioral, technical, and social skills to successfully negotiate the curriculum. The School of Dentistry is mindful of the unique nature of dental curricula. It is the responsibility of the School of Dentistry's admissions committee to select applicants who are qualified to successfully complete the required training. As part of the education process, students in all of the School's clinical programs are required to provide treatment for patients and to practice treatment techniques with student partners. Students are required to serve as patients for their classmates in performing such diagnostic and reversible procedures as local anesthesia administration, the making of impressions, sealant placement and oral prophylaxis. The School of Dentistry has the responsibility of ensuring timely and safe treatment of all patients during these and other processes inherent in comprehensive care.

Candidates and students must have aptitude, abilities and skills in five areas: (1) observation (2) communication (3) motor function (4) quantitative and intellectual conception (5) behavioral and social stability. Technological compensation can be made for some disability in these areas, but a student should be able to perform in a reasonably independent manner. The use of a trained intermediary would mean that a student's judgment is mediated by someone else's knowledge, powers of selection, observation, organization or clinical ability. Therefore, third parties cannot be used to assist students in accomplishing curricular requirements in the five skill areas specified above.

## **Observational**

**Observation necessitates functional use of the sense of vision, touch and other sensory modalities. A student must be able to:**

- Acquire information and skills through demonstrations and experiences in the basic, behavioral and dental sciences;
- Observe patients accurately, at a distance and close at hand, with or without standard instrumentation, to acquire information for written documents;
- Observe and note verbal as well as non-verbal communications;
- Visualize information presented in images from paper, film, slides, computer displays and video; and
- Interpret radiographs and other graphic and 3-D images.

## **Communication**

**A student must be able to:**

- Speak intelligibly, and sensitively with patients;
- Elicit and transmit information, describe changes in mood, activity and posture and perceive non-verbal communication, e.g. in order to allow the development of a health history;
- Communicate effectively and efficiently in oral and written English with all members of an interdisciplinary health care team, the patient, and the patient's family or legal representative during both emergency and non-emergency situations;
- Read and apply appropriate information and instructions contained in requisitions, notes and the electronic patient record; and
- Understand and apply clinical instructions given by others.

## **Sensory and Motor Coordination and Function**

**A student must:**

- Have the gross, fine muscular coordination and equilibrium necessary to execute precise and finite movements inherent in providing general care and emergency treatment for patients;
- Have exceptional use of both touch and vision;
- Be able to perform palpation and other diagnostic and therapeutic maneuvers;
- Be able to perform laboratory procedures and work with standard laboratory materials;
- Be able to reach and manipulate dental equipment to all positions in order to control the operating environment; and
- Be able to activate the emergency medical system.

## **Intellectual, Conceptual, Integrative and Quantitative Abilities**

**A student must:**

- Be able to measure, calculate, reason, analyze, integrate and synthesize;

- Be able to perform problem solving skills, e.g. including those listed above, efficiently and expediently in emergency and non-emergency situations; and
- Comprehend three-dimensional relationships and understand the spatial relationships of structures.

## **Behavioral and Social Competencies**

### **A student must:**

- Possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment and the prompt completion of all responsibilities attendant to the diagnosis and care of patients;
- Follow faithfully the policy on attendance: <http://www.dental.umaryland.edu/academicaffairs/academic-information/policies/predoctoral-policies/attendance/>
- Possess exceptional organizational skills and be able to multitask;
- Respect the time and privacy of other students, colleagues, staff and faculty;
- Exhibit the development of mature, sensitive and effective relationships with patients, colleagues, clinical and administrative staff, and all others with whom the student interacts in the professional or academic setting, regardless of their race, ethnicity, gender, religion, age or other attributes or affiliations that may differ from those of the student;
- Be able to tolerate physically and emotionally taxing workloads and to function effectively when stressed;
- Be able to adapt to changing environments, to display flexibility and to learn to function in the face of uncertainties inherent in the clinical problems of patients;
- Be able to accept appropriate suggestions and criticism and, if necessary, respond by modification of behavior; and
- Display empathy, integrity, concern for others, and interpersonal skills, interest and motivation in becoming a dental professional.

## **Other Requirements**

A student must comply with university immunization requirements as outlined at:

<http://www.umaryland.edu/policies-and-procedures/library/student-affairs/policies/v-100a.php>

The admission of a student who is chronically infected with Hepatitis B Virus will be considered on a case-by-case basis after consultation with a panel of experts in Infections Diseases. This panel will consider the Hepatitis B e antigen status, the health of the student and decide what, if any, restrictions and monitoring are necessary for the student during their training in dentistry or dental hygiene.

## **Applicants with Disabilities**

The University of Maryland School of Dentistry provides reasonable accommodations for applicants with disabilities.

An applicant is not disqualified from consideration due to a disability. Applicants are not required to disclose a disability to the Committee on Admissions. Applicants with questions about the School's Essential Requirements for Admission and Matriculation in relation to their disability are encouraged to discuss the issue of accommodation with the University's Office of Educational Support and Disability Services.

<http://www.umaryland.edu/disabilityservices/> Applicants may request reasonable accommodation in Admissions by contacting the University's Office of Educational Support and Disability Services.

Some of the aptitudes, abilities and skills described in the Essential Requirements can be attained with technological compensation or other reasonable accommodation.

However, individuals using technological supports or other accommodations must be able to perform in an independent manner. The use of trained intermediaries to carry out functions described in the Essential Requirements will not be permitted by the School of Dentistry. Intermediaries, no matter how well trained, are applying their own powers of selection, observation or organization, which could affect the student's judgment and performance. Therefore, the School will not permit third parties to assist a student in the clinical training area to accomplish curriculum requirements and skills identified in the Essential Requirements. Other accommodations will be given due consideration, and reasonable accommodations will be made where consistent with curriculum objectives.

An applicant who has not been offered admission to the School of Dentistry may, but is not required to, disclose a disability and request accommodation during the admissions process. An applicant who chooses voluntarily to disclose a disability should write the Director of Educational Support and Disability Services for the University to begin University procedures for disability accommodation.

<http://www.umaryland.edu/disabilityservices/>

After admission, admittees who have not yet accepted a place in a class at the School of Dentistry, admittees who have accepted a place and matriculating students can disclose a disability and request accommodations with the Director of Educational Support and Disability Services.

## **Enrolled Students with Disabilities**

The University of Maryland School of Dentistry provides reasonable accommodations for enrolled students. Enrolled students with questions about the Dental School's Essential Requirements for Admission and Matriculation in relation to their disability are encouraged to discuss the issue of accommodation with the University's Office of Educational Support and Disability Services.

<http://www.umaryland.edu/disabilityservices/>

Enrolled Students may request reasonable accommodation by contacting the University's Office of Education Support and Disability Services and must renew accommodations with that same office each semester.

Developed and submitted to University Counsel: 7/29/14

Revised by University Counsel: 08/19/14

Approved by Faculty Assembly: 09/15/14

## **UMB Notice of Nondiscrimination**

Please refer to:

<http://www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-100c.php>

## **UMB Policy Concerning Prevention and Management of Student and Employee Infection with Bloodborne Pathogens**

The School of Dentistry fully subscribes to the University of Maryland Policy Concerning Prevention and Management of Student and Employee Infection with Bloodborne Pathogens (<http://www.umaryland.edu/ehs/programs/biosafety/bloodborne-pathogens/>), which became effective July 1, 1994. All enrolled students receive a copy of this policy statement as part of their matriculation documents. Individuals seriously considering applying to any of the School of Dentistry's programs should request a copy of the policy from the Office of Admissions and Student Affairs or should view the policy on the web by clicking the policy name above.

## **Doctor of Dental Surgery and Bachelor of Science in Dental Hygiene Applicants**

Although students are strongly encouraged to complete the three-shot Hepatitis B immunization series before matriculation, entering students who have not been appropriately immunized against HBV will receive their first vaccination during Dental School orientation through Student and Employee Health. The second and third vaccinations will occur at one- and six-month intervals, respectively. Students may not participate in clinical or other activities in which they may be placed at occupational risk until at least one month after the second in the series of HBV immunizations. Failure to complete the series in a timely manner could result in delayed progress through the curriculum or dismissal from enrollment.

- Link to UMB Policy Concerning Prevention and Management of Student and Employee Infection with Bloodborne Pathogens at: <http://www.umaryland.edu/ehs/programs/biosafety/bloodborne-pathogens/>

## **UMB Policy on Confidentiality and Disclosure of Student Records (FERPA)**

<http://www.umaryland.edu/policies-and-procedures/library/academic-affairs/policies/iii-630a.php>

## **UMB Sexual Harassment, Violence and Nondiscrimination Policy**

<http://www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-160a.php>

## **UMB Smoking Policy**

<https://www.umaryland.edu/policies-and-procedures/library/public-safety/policies/xi-100a.php>

## **Use of School of Dentistry Facilities After Graduation Policy**

### **GRADUATES OF THE DOCTOR OF DENTAL SURGERY AND DENTAL HYGIENE PROGRAMS**

Recent graduates periodically request clinical privileges and/or permission to work in the pre-clinical laboratories after graduation. In the vast majority of cases, these individuals need to screen patients or practice manikin exercises for various licensing boards. The School of Dentistry would like to honor as many requests as possible, but the School must ensure patient safety, act in accordance with University policy, and guarantee that the institution and the graduates are protected in matters of liability.

The following guidelines must be followed to use the facilities:

#### **Summer Session**

1. Only requests of UMB School of Dentistry graduates without Maryland licensure will be considered.

2. Graduates must submit an application through Admissions and Student Affairs and register with the Office of Academic Affairs as special students.
3. Fees will be determined by the administration. In most cases, School of Dentistry and University fees will be waived for individuals who receive a May diploma.
4. Graduates must report to their former GP manager if they wish to screen or treat patients. If patient treatment is required, graduates must contact the appropriate department chair for assignment to supervising faculty.
5. All patients must be registered and screened in accordance with normal screening procedures.
6. School of Dentistry faculty must supervise all screening and clinical procedures. Fees for patient treatment must be charged, in accordance with the predoctoral clinical fee schedule.
7. Graduates may practice on their own typodonts with faculty supervision. Manikin rods may be checked out from the prep-dispense areas, but no materials (acrylic, burs, etc.) will be provided by the School.
8. May graduates cannot use the School after July 31st. The official Fall Semester begins August 1 of each year.

#### **Fall and Spring Semesters**

1. Only requests of UMB School of Dentistry graduates without Maryland licensure will be considered.
2. Graduates must submit an application through Admissions and Student Affairs and register with the Office of Academic Affairs as special students.
3. Fees will be determined by administration. In most cases, University fees must be paid, but School of Dentistry tuition and fees will not be assessed.  
Reviewed: August 1, 2016

### **Vendor Presentations Policy**

The University of Maryland School of Dentistry adopts the following policies regarding faculty and student interactions with representatives of industry.

In these policies, the term "industry" includes pharmaceutical companies; dental device firms; research equipment manufacturers or sellers, and research service providers. The term also includes any other business or nonprofit organization with an economic interest in advocating (or opposing) the use of specific drugs, devices, supplies, dental equipment, dental services or methods of oral health care.

The School of Dentistry recognizes that vendor presentations can provide useful educational and research materials for students, faculty and staff. Presentations can also be a learning experience for students and faculty to evaluate products, devices and services, and learn new techniques. However, there are guidelines for programs presented by persons who have a financial interest in the products or procedures they sell.

1. Any vendor making a presentation in the School of Dentistry must have an invitation from a faculty member who should first seek the approval of his/her Department Chair. All vendors must sign-in at the School of Dentistry security desk. During security check-in, vendors need to indicate their name, company affiliation and faculty sponsor for each visit.
2. The presentation must be related to the academic/research missions of the school, and should not simply be a format for introducing a product to prospective users.
3. Presentations to pre-doctoral, dental hygiene and post-doctoral students should supplement other seminars and should not be used as a substitute for a presentation by qualified faculty.
4. The faculty member who invites a vendor is responsible for reviewing the product before issuing an invitation. There should be published evidence of clinical efficacy (or other evidence for non-oral health care products) if the product is demonstrated in the school.
5. If the inviting faculty member is a consultant for the invited company, at least one other competing company must be given equal time for a presentation. Additionally, the faculty member must disclose his financial relationship with the vendor prior to the presentation.
6. Faculty should teach residents/students to evaluate products and evidence supporting clinical efficacy critically. The school encourages post-seminar discussions, led by the inviting faculty member and others within the department who has expertise. Post-seminar evaluations should address strengths and weaknesses of the products.

7. Inviting faculty must provide a written request to the Office of Continuing Education/Office of Institutional Advancement for approval 3 weeks prior to the presentation. The request must include supporting documentation stating the educational intent of the presentation and a summary of the initial review and evaluation of the clinical efficacy of the health care product. After receiving approval from the Dean or his designee, the vendor presentation may be scheduled.

Interactions with industry that are prohibited or restricted at the school are also prohibited or restricted at affiliate sites and other off-campus locations.

Student violation of this policy is subject to disciplinary action according to Section 2M of the Student Judicial Policy/Code of Conduct.

Faculty in violation of this policy will be subject to disciplinary action as outlined in the University of Maryland Conflict of Interest Policies.

- [Link to Request for Vendor Presentation Form PDF](#)
- [In-Service Training Instructions](#)

Reviewed: August 1, 2016

Updated: September 1, 2018

# The Doctor of Dental Surgery (DDS) Program

## Application/Admission

### Requirements for Admission to the Doctor of Dental Surgery Program

The University of Maryland School of Dentistry seeks to enroll the highest caliber of students who will become exemplary health care professionals. To achieve this strategic objective, the dental school has established admissions criteria that permits flexibility in choosing an undergraduate program while remaining discriminative with regard to scholastic achievement. Students who are majoring in either science or non-science disciplines, as well as individuals interested in career changes, are encouraged to apply. In addition, those individuals who are interested in changing their careers will receive careful consideration for admission. The admissions process strives to identify applicants who possess the ability to think critically and who have demonstrated independence and self-direction. In all respects, applicants must give every promise of becoming successful students and practitioners of the highest ethical standards.

Applicants should be able to demonstrate not only that they have participated in a challenging program in their respective disciplines, but also that it was supplemented by a broad selection of courses in the social sciences, humanities, and arts. Applicants should also be able to demonstrate at least 100 hours of activities undertaken to investigate the dental profession. Additionally, experiences that develop manual dexterity are strongly recommended. An important distinction is demonstrating an ability to manipulate very small objects (such as beads, needle work or small simulation models) as opposed to the eye-hand coordination of most sports.

Although the completion of a bachelor's degree before dental school matriculation is strongly encouraged by the Committee on Dental Recruitment and Admissions, applicants who have successfully completed at least three academic years (90 credit hours) in an accredited university will be considered for admission.

No more than 60 of the minimum required credits will be accepted from a community college or junior college; these credits must have been validated by an accredited college of arts and sciences. All admission requirements must be completed by June 30th of the desired year of admission. Applicants must also present favorable recommendations from their respective pre-professional committee or, if no such committee is available, from one faculty member each in the departments of biology and chemistry. Applicants will not be admitted with unresolved conditions or unresolved failures.

Requirements for admission are subject to change without prior notice, as the Committee on Dental Recruitment and Admissions reserves the right to modify the prerequisites when additional courses are necessary to improve an applicant's preparation for dental school. At the minimum, the undergraduate curriculum must include the following:

- 8 Semester Hours of General Biology (including laboratories)
- 8 Semester Hours of Inorganic Chemistry (including laboratories)
- 8 Semester Hours of Organic Chemistry (including laboratories)
- 8 Semester Hours of Physics (including laboratories)
- 3 Semester Hours of Biochemistry
- 6 Semester Hours of English Composition

Moreover, applicants are expected to achieve superior grades in these prerequisite courses, because these are predictors of dental student performance in the first two years of the dental curriculum.

A strong record of academic achievement is essential, and all applicants should present science and cumulative grade point averages (GPA) and Dental Admission Test (DAT) scores that exceed the national averages. All applicants are encouraged to take the Dental Admission Test (DAT) no later than December of the year before admission. The final admission decision will be based on DAT scores, performance in previous academic programs, the quality of those programs, and personal factors as evidenced by letters of recommendation, extracurricular activities, and a personal interview.

Before applying to the dental school, potential applicants should note the University of Maryland's Policy Concerning Prevention and Management of Student and Employee Infection with Bloodborne Pathogens, and the School of Dentistry's Technical Standards for Admission and Matriculation. In addition, individuals who may have a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure.

### Application and Acceptance Procedures

Students are admitted only at the beginning of the fall semester in August. All applications, with the exception of transfer and advanced standing applications, are processed through the American Dental Education Association (ADEA). The application service, Associated American Dental Schools Application Service (AADSAS), will verify transcripts, calculate the grade point average for each applicant, and furnish pertinent information to the dental school. Although the AADSAS application must be filed by all applicants prior to January 1st of the desired year of admission, early filing of the application is strongly recommended. The dental school also charges a separate application review fee of \$90, which should be submitted directly to the Office of Admissions at the same time the AADSAS application is submitted.

Candidates whose applications meet preliminary screening criteria will be invited to continue with the admissions process and will receive an invitation to complete the University of Maryland supplemental application. Upon receipt of the completed supplemental application, applicants advancing in the admissions process will be invited for an interview with members of the Committee on Dental Recruitment and Admissions. A personal interview does not guarantee admission.

The Committee on Dental Recruitment and Admissions, comprised of members of the faculty, students, and alumni, selects qualified applicants for admission based on the applicant's academic performance, DAT scores, faculty recommendations, and the personal interview. A deposit of \$1000, to be credited toward tuition, must accompany an applicant's acceptance of an offer of admission. An additional \$1,000 deposit is due by April 1st to confirm intent to enroll. Admission is contingent on completion of all prerequisite coursework and continued satisfactory academic performance and behavior during the period between acceptance and enrollment.

## Admission with Advanced Standing

Students currently enrolled in dental schools within the United States, as well as graduates of non-United States/non-Canadian dental schools, may apply for admission with advanced standing. It should be noted, however, that such admissions occur infrequently because of limited space availability or incompatibility of curricula at different schools. Students admitted with advanced standing may be exempted from certain courses, based on **skills assessment** by the faculty.

## Policy for Admission with Advanced Standing

The University of Maryland, School of Dentistry's policy states that it may be possible for exceptionally talented graduates of a non-United States/non-Canadian dental school to gain admission to the University of Maryland's Doctor of Dental Surgery Program with advanced standing. Candidates should be aware that the application process is complex since it is challenging to assess a candidate's performance in different curricula at other institutions. Furthermore, all admissions considerations are contingent on space availability within the program. Our class size is approximately 130 students. A current student would have to withdraw or be dismissed in order for a space to become available for an advanced standing student.

Two categories of candidates for admission with advanced standing:

- Transfer students
- Internationally trained dentists

## Transfer Students

### Eligibility

In order to be eligible for consideration for transfer, applicants must be currently enrolled in a U.S. or Canadian dental school, and in good academic and professional standing. First consideration will be given to applicants whose personal circumstances compel them to transfer.

### Application Process

Application for admission with advanced standing should be requested from the Office of Admissions. Completed applications should be returned no later than March 1st, along with the following:

- A detailed letter describing the reason for the transfer request
- The \$350 application fee (payable to the University of Maryland School of Dentistry)
- A letter from the Dean of the dental school, verifying that the student is currently enrolled and is in good academic and professional standing
- Official undergraduate transcript
- DAT score report
- Official dental school transcript
- National Boards Part I score report
- Syllabi for dental courses already taken

## **Preliminary Review**

After required materials have been submitted, faculty members and the Committee on Dental Recruitment and Admissions will review the documents and determine if a personal interview is warranted. Only candidates being seriously considered will be asked to interview.

## **Review by Departments**

If the candidate is recommended by the Committee on Dental Recruitment and Admissions, the candidate's course syllabi will be forwarded to the Dental School Department Chairs (or their designees) who will review them and, if necessary, communicate directly with candidates for further clarification. The Department chairs/designees then provide the Office of Academic Affairs with their recommendations regarding placement within the curriculum.

## **Admissions and Placement Decisions**

The Committee on Dental Recruitment and Admissions makes the final decision regarding admission. The Progression Committee develops specific recommendations regarding placement or modification to the students' curriculum or course requirements to accommodate individual strengths and weaknesses. The Assistant Dean of Admissions and Recruitment notifies applicants of admission decisions and, if indicated, placement decisions. Space must be available within the projected class in order for an offer of admission to be extended.

## **Internationally Trained Dentists**

### **Eligibility**

In order to be eligible for admission with advanced standing as an internationally trained dentist, applicants must have successfully completed the DDS degree (or its equivalent). Additionally, candidates must have passed Parts I and II of the National Dental Board Examination.

### **Application Process**

Applications for admission with advanced standing should be requested from the Office of Admissions. Requests for an application must be submitted no later than January 1st of the year of desired matriculation. The completed application should be returned to the Office of Admissions along with the following:

- A detailed letter describing the reason for seeking admission with advanced standing
- The \$350 application fee (payable to the University of Maryland School of Dentistry)
- Official reports of National Board Part I and Part II scores
- Results of a TOEFL, if English is not the native language
- Clear, legible photocopies of the dental degree (DDS equivalent), course transcripts, and grades or examination scores, with certified English translations
- A course-by-course evaluation of academic credentials, performed by a recognized evaluation service
- Three letters of recommendation from former faculty members or recent professional contacts

## **Preliminary Review**

After required materials have been submitted and preliminarily reviewed, the Committee on Dental Recruitment and Admissions makes a determination regarding a personal interview. Candidates being seriously considered for admission are interviewed by members of the Committee on Dental Recruitment and Admissions. After the preliminary interview, the Committee makes a determination whether the candidate should be invited to complete the comprehensive skills analysis, conducted by the departments. For candidates invited to continue with the application process, the fee for the skills assessment is \$2,000, payable on or before the date of the first departmental assessment.

## **Review by Departments**

Candidates receive a list of School of Dentistry department chairs (or designees) who meet with the candidates and conduct academic and preclinical skills assessments. The School of Dentistry reserves the right to modify or waive all or part of the skills assessment, based on the backgrounds of individual candidates. Candidates will contact the faculty directly to make arrangements for their evaluations. Upon completion of the skills analysis, the department chairs/designees provides recommendations to the Office of Academic Affairs regarding admission and placement

## **Admissions and Placement Decisions**

The Committee on Dental Recruitment and Admissions makes the final decision regarding admission. The Progression Committees develop specific recommendations regarding placement or modification to the student's curriculum or course requirements to accommodate individual strengths and weaknesses. The Assistant Dean of Admissions and Recruitment notifies applicants regarding admissions and placement decisions. Space must be available within the projected class in order for an offer of admission to be extended.

## Doctor of Dental Surgery (DDS) Curriculum

Doctor of Dental Surgery (DDS) Curriculum (p. **Error! Bookmark not defined.**)

### Doctor of Dental Surgery (DDS) Curriculum

#### 2018-2019

##### D1 Curriculum

Course Number	Title	Fall Credits	Spring Credits	Credits
BMAT 512	Dental Biomaterials I		1	1
DDPH 511	History of Dentistry	0.5		0.5
EBDM 511	Principles of Scientific Evidence	2		2
FOUN 511	Dental Anatomy & Occlusion	3.5		3.5
FOUN 511E	Ergonomics	0.5		0.5
FOUN 518A	Operative Dentistry	2	3	5
GPAT 512	General Pathology		4	4
MICP 511M	Microbiology & Immunology	4		4
NPSC 512N	Neuroscience		3	3
ODSC 512P	Physiology		5	5
NPSC 518A	Gross Anatomy	3	4	7
NPSC 518C	Clinical Research Conferences	0.5	0.5	1
ODSC 511C	Cell & Molecular Biology	3		3
ODSC 511V	Nutrition	1		1
OHCS 511	Perspectives in Oral Health Care Services	1		1
OMIC 512	Oral Microbiology		1	1
PERI 518	Introduction to Periodontology	0.5	2	2.5
PROF 518	Profession/Professionalism I	1.5	0.5	2
RADI 512	Radiology		2	2
<b>Subtotal: 49.0</b>				

*DDPH 511, FOUN 511E, NPSC 518C: Pass/Fail Grading*

*FOUN 518A, NPSC 518A, NPSC 518C, PERI 518, PROF 518: yearlong*

##### D2 Curriculum

BHAV 528	Behavioral Dentistry	1	1	2
BMAT 521	Dental Biomaterials II	1		1
CARI 522	Cariology		1.5	1.5
DANS 521	Dental Anesthesiology	1		1
DRUG 522	Drug Abuse & Chemical Dependency		1	1
DSUR 522	Essentials of Oral-Maxillofacial Surgery		1	1
ENDO 521	Endodontics	3		3
GERI 522	Geriatric Dentistry I		1	1
GROW 521	Growth & Development	1		1
MICP 521I	Infectious Diseases	2		2
NPSC 521A	Neuroscience of Pain	2		2
NPSC 521P	Pharmacology	5		5
OMED 521	Oral Medicine	2.5		2.5

OPAT 528	Oral Pathology	1	2	3
ORTH 522	Orthodontics		1	1
PEDS 522	Pediatric Dentistry		1	1
PERI 528	Periodontics	1	1.5	2.5
RADI 528	Radiology II	1.5	1	2.5
REST 528	Fixed Prosthodontics	3	3	6
REST 528A	Operative Dentistry I	1	1	2
REST 529A	Treatment & Management of Edentulous Patient	3		3
REST 529B	Partial Denture Prosthodontics		3	3
TXPL 528	Treatment Planning I	1	1.5	2.5

**Subtotal: 50.5***BHAV 528, OPAT 528, PERI 528, RADI 528, REST 528, REST 528A, TXPL 528: yearlong***D3 Curriculum**

CCPM 538	Comprehensive Care/ Practice Management III	4	4	8
DSCP 538	Oral Medicine & Diagnostic Sciences	3	2	5
DSUR 532	Medical Emergencies		1	1
DSUR 538	Advanced Topics in Oral-Maxillofacial Surgery	2	2	4
ENDO 538	Endodontics	2	1	3
GERI 532	Geriatric Dentistry II		1	1
IMPL 538	Implant Prosthodontics	1	1	2
NPSC 532P	Pharmacotherapeutics		1	1
ORTH 538	Orthodontics	1	1	2
PEDS 538	Pediatric Dentistry III	3	3	6
PERI 538	Periodontics	4	4	8
PRAC 532	Practice Management I		0.5	0.5
PROF 538	Profession/ Professionalism III	1	1	2
RADI 538	Radiology III	1	1	2
REST 538A	Operative Dentistry II	2	2	4
REST 538B	Fixed Prosthodontics	1	0.5	1.5
REST 538C	Removable Prosthodontics	1	0.5	1.5
SPTC 531	Special Patient Care	1		1
TXPL 538	Treatment Planning II	1	1	2

**Subtotal: 55.5***PROF 538: Pass/Fail Grading**DSCP 538, DSUR 538, ENDO 538, IMPL 538, ORTH 538, PEDS 538, PERI 538, PROF 538, RADI 538, REST 538A, REST 538B, REST 538C, TXPL 538: yearlong***D4 Curriculum**

CCPM 548	Comprehensive Care/ Practice Management IV	6	6	12
CSLX 548	Community Service Learning Externship	3	3	6
DSCP 548	Oral Medicine & Diagnostic Sciences	2	1	3
DSUR 548	Current Developments in Oral-Maxillofacial Surgery	2	2	4
ENDO 541	Advanced Endodontics	1		1
ENDO 548	Clinical Endodontics	1	1	2
ORTH 548	Orthodontics	1	1	2
PEDS 548	Pediatric Dentistry IV	3	3	6
PERI 548	Periodontics	3	3	6
PRAC 542	Practice Management		0.5	0.5
RADI 548	Radiology IV	0.5	0.5	1
REST 548A	Operative Dentistry	1	2	3
REST 548B	Fixed Prosthodontics	3	3	6

REST 548C	Removable Prosthodontics	3	3	6
TXPL 548	Treatment Planning III	1	1	2
		<b>Subtotal: 60.5</b>		

*CSLX 548, DSUR 548: Pass/Fail Grading*

*CSLX 548, DSCP 548, DSUR 548, ENDO 548, ORTH 548, PEDS 548, PERI 548, RAD1 548, REST 548A, REST 548B, REST 548C, TXPL 548: yearlong*

### **Electives Curriculum**

CCPM 551/552 (Sec 1)	Domestic Violence Survivors Clerkship I & II	5	3.5	8.5
CCPM 551/552 (Sec 2)	PLUS/HIV Clerkship I & II	5.5	3	8.5
CCPM 551/552 (Sec 3)	CAD/CAM Clerkship I and II	2	2.5	4.5
DAGD 551/552	AGD/Diamond Scholars Clerkship I & II	10	10	20
DNTS 548	Special Topics; Electives			varied
DSCP 551/552	Special Care & Geriatrics Clerkship I & II	10	10	20
DSUR 551/552	Oral Surgery Clerkship I & II	10	10	20
IMPL 551/552	Implant Prosthodontics Clerkship I & II	10	10	20
ODSC 599	Research with Mentor			0.50- 12.00
	Section 01 - D1 Students			
	Section 02 - D2 Students			
	Section 03 - D3 Students			
	Section 04 - D4 Students			
OMED 551/552	Oral Medicine Clerkship I & II	8	8	16
ORTH 551/552	Orthodontics Clerkship I & II	2	3	5
PEDS 539	Pediatric Dentistry Elective	3	3	6
PEDS 551/552	Pediatric Dentistry Clerkship I & II	7	7	14
PERI 551/552	Periodontics Clerkship I and II	4	4	8
RADI 551/552	Oral Radiology Clerkship I & II	3.5	2.5	6

## **Predoctoral Academic Policies**

The policy excerpts contained in this catalog are intended for the convenience of the reader. Students are responsible for familiarizing themselves with the policies and procedures referenced herein as well as UMSOD policies found on the School's policy web page: <http://www.dental.umaryland.edu/academicaffairs/academic-information/policies/> and campus-wide policies found on the campus policy web page: <http://www.umaryland.edu/policies-and-procedures/>

### **Additional Externship Policy**

Students wishing to participate in externships service learning experiences that fall outside of the required, year 4 service learning experience should adhere to the following protocol to obtain permission from the Dental School. The Dental School wants to support students in these endeavors, when there is no conflict with other academic or clinical responsibilities, and when students make the necessary advance arrangements and secure appropriate authorization in advance. These arrangements and authorizations require coordination with several different entities within the Dental School, and are the responsibility of the student seeking the opportunity. The student should:

1. Submit a written request to Dr. Patricia Meehan, Associate Dean for Academic Affairs. This request should include the dates that the student is proposing for the experience, the site, and the specific activities that the student wishes to undertake. If the student will be missing any regularly scheduled academic assignments, or clinical activities those should be delineated, and the strategies for addressing those responsibilities should be outlined. If clinical activities will be affected, the student will need the approval of their GP director and Dr. DePaola, Assistant Dean for Clinical Affairs. Dr. Meehan will make the decision regarding whether the student's absence can be approved.

2. The student should consult with Dr. Scott Swank, externship program coordinator, to determine whether the Dental School has a current affiliation agreement with the proposed site. Affiliation agreements are required in order for the Dental School's liability insurance carrier to cover the student's activities at the site. Without an affiliation agreement in place, the student's activities are limited to observation only.
3. If there is no current affiliation agreement with the site, and the student wishes to participate in clinical activities at the site, the student may request that an institutional affiliation agreement be established. This request must be first be submitted in writing to Dr. Richard Manski, Professor and Chair, Dental Public Health, and director of the service learning programs. Institutional affiliation agreements generally take two to three months to complete.
4. The extramural site documents requiring signature by the Dental School will be signed by Dr. Manski and Dr. DePaola.

Updated: June, 2014

Reviewed: August 1, 2016

## **Advancement Process Policy**

The Student Progression Committees review the performance of each student at the end of each semester. On the basis of progress and/or final grades, the committees determine one of the following actions for each student: unconditional advancement; summer remediation; conditional advancement; probationary advancement (repeat of a course, repeat or remediation of the year); or recommend academic dismissal to the Faculty Assembly, which approves all decisions pertaining to academic dismissal or graduation. Remediation or re-examination is not offered until the committees meet after the end of the academic year in May.

1. Students who do not meet published departmental/course standards for attendance may lose the opportunity for remediation. Students with a pattern of unexcused absences who receive one or more failing or deficient grades may be dismissed. Extenuating circumstances should be identified at the time the absence occurs, following procedures in the attendance policy, in order to be considered as a basis for appeal.
2. Students must take the Part I National Board Dental Examination no later than October 1 of the second year of the dental curriculum. Re-examination, if necessary, must be completed no later than April 1. Students who do not pass Part I by the end of the second year of the dental curriculum will be permitted to begin didactic courses in the fall semester of the third year, but will not be advanced to the clinic. These students must pass Part I within 15 months of eligibility or they will be dismissed. (See Policy for Limiting Enrollment Time (p. 39) and National Board Examination Eligibility (p. 40).)
3. Missed clinical time resulting from late entry into clinic or excused absences must be rescheduled if the student is not progressing satisfactorily in clinic. In the case of an excused absence, the final grade will be determined at the end of the extended time. If an excused absence occurs during year four, the student may be required to register and pay tuition for the summer session with an opportunity for graduation in July or later. All other absences will be handled on a case-by-case basis.
4. A student may appeal any action of the progression committees or the Faculty Assembly by submission of a written request to the associate dean.

## **Unconditional Advancement**

Students must achieve a 2.00 grade point average and passing grades in all courses to advance unconditionally to the next year. Second-year students must also successfully pass the Part I National Board Dental Examination for unconditional advancement to the third year.

## **Summer Remediation**

1. A student may be permitted to resolve deficiencies during the summer session, as recommended by the progression committees. The student may be given one retake of a failed exam before a repeat of the course is required.
2. Depending on the type of deficiencies involved, students may be required to register and pay a fee for the summer session. The progression committee may also permit students in Years I and II to repeat a failed basic science course at another institution during the summer session. Students who repeat a failed course during the summer are placed on academic probation.

## **Conditional Advancement**

This status is assigned to:

1. First- and second-year students with minor deficiencies who have not successfully completed remediation of deficient grades during the summer session.
2. Second-year students who have not passed the Part I National Board Dental Examination. These students must meet the requirements of a remedial program approved by the Student Progression Committee before taking a re-examination.

3. Third-year students with minor clinical deficiencies who have not successfully completed all courses but who, in the judgment of the committee, should be afforded the opportunity to complete requirements from the third year while proceeding with fourth-year courses.

### **Probationary Advancement**

Students with a final grade of F in one or more courses at the end of the academic year may be advanced on probation and must remediate or repeat all courses in which there was a deficiency to a passing grade of C, achieve a minimum grade point average of 2.00, and must pass all courses taken during the probationary academic year. Failure to do so will result in dismissal from the dental program subject to discretionary review by the Faculty Assembly. In accordance with the Dental School Policy for Limiting Enrollment Time and National Board Examination Eligibility for Predoctoral Dental Students, the maximum number of years to complete Year I and II courses is three years and the maximum number of years to complete Year III and IV courses is three years.

1. Students who fail a year one course may be placed on probation and assigned to a special academic program where they complete first and second year courses in a maximum of three years.
2. Students who fail one Year III course may be advanced conditionally on probation to Year IV where the schedule and curriculum permit repeat of the failed course while taking Year IV courses. In these circumstances, the following guidelines will be applied: attendance at the repeated course must take precedence where there is a scheduling conflict; coursework that could not be completed due to scheduling conflicts in the fall semester must be completed during the following fall semester; courses not affected by a scheduling conflict must be successfully completed in accordance with the probation policy.
3. Students with deficiencies too severe to be absolved during the summer session may be afforded the opportunity to repeat or remediate a specific year of the dental program. Repeat of the year entails repeating the year's work in its entirety. Remediation of the year provides students with the opportunity for exemption from courses or portions of courses at the discretion of the department chairs. During the remedial year students repeat failed courses and may also be required to repeat courses previously passed to maintain or enhance skills and/or knowledge. The grade on the repeated course, whether higher or lower than the original grade, replaces the original grade in the grade point average calculation. Students who are repeating or remediating any year of the dental program are placed on probation and are subject to the probationary guidelines noted above.

### **Academic Dismissal**

If it is determined that a student is progressing so poorly that remediation will not bring him/her to a passing level, dismissal will be recommended to the Faculty Assembly.

Advancement Process August 2009

Reviewed: August 1, 2016

### **Appeal of Advancement Process Policy**

#### **Appeals Process**

The following guidelines have been established to review appeals of decisions made by the Progression Committees, or in cases of dismissal, decisions made by the Faculty Assembly. This mechanism will not be used to dispute the published advancement guidelines which have been approved by the Faculty Assembly. Students may seek guidance from the Director of Student Counseling regarding the appeal process.

1. A student wishing to appeal an advancement or dismissal decision must initiate the appeal process within 5 working days of receiving written notification from the Office of Academic Affairs regarding Advancement Committee decisions, or from the Dean regarding dismissal decisions made by the Faculty Assembly. In this written appeal, the student must present evidence of compelling additional information or extenuating circumstances not previously considered and the reason why the information was not previously presented. The written appeal must include: the decision the student is appealing; the specific basis for the appeal, including appropriate supporting documentation; and the academic status that the student is requesting. The student may present and prioritize more than one alternative.
2. The appeal, which must be submitted in writing to the Associate Dean for Academic Affairs, will be reviewed by an ad hoc panel composed of the Associate Dean for Academic Affairs and two department chairs.
3. The review panel will determine whether the student's written appeal meets the criteria outlined above. Should the panel determine that an appeal lacks the required evidence, the appeal will be denied. In these circumstances, there is no further appeal.
4. Should the panel determine that an appeal meets the required criteria outlined above; the panel will forward the appeal to the Progression Committee for its consideration.
5. The Progression Committee will meet within ten working days, when possible, of receiving the initial appeal request from the review panel.

6. The Committee will issue a written decision within five days of its meeting, when possible. The Committee's decision is final and there is no further appeal. The Committee's decision shall be forwarded to the Faculty Assembly for information.

Reviewed: August 1, 2016

## **Attendance Policy**

Effective Date: July 1, 2014

Updated: October 26, 2015

Reviewed: August 22, 2016

Updated: May 8, 2017

Except in the event of illness or emergency, the faculty and administration of the School of Dentistry expect every student to attend all scheduled lectures, seminars, laboratory sessions and clinic assignments.

The Attendance Policy is as follows:

Clinic:

1. Students must attend 100% of all block assignments, clinical rotations and externships.
2. Students must attend a minimum of 90% of clinic sessions in the general practice clinics. For example, if a student has 100 GP clinic sessions in a semester, that student must attend 90 sessions to pass.

Pre-Clinic:

1. Students must attend 100% of all pre-clinical laboratory sessions.

Lecture:

1. Students are expected to attend lecture or, if Mediasite is utilized, it should be viewed in real time or in a timely manner in relation to the lecture. Specific course attendance guidelines will be determined by the course director and/or department.

Course syllabi for each department and the Clinic Manual address specific departmental and clinical attendance policies and requirements, and delineate a policy for managing missed examinations, quizzes and other assignments. Students may lose the opportunity for remediation and/or re-examination if they do not meet published departmental/course standards for attendance.

Excused Absence:

Excused absences include and are limited to:

1. Illness with doctor's note
2. Hospitalization
3. Religious holidays with one month advanced notice to course directors or faculty instructors
4. Death in their family
5. Family emergencies
6. Up to 10 interview days for D4 students
7. Presentation at approved professional and/or research meetings

Excessive excused absences may result in the need to make up missed clinic sessions and may delay progression in the curriculum and/or graduation.

All other absences are unexcused.

Excused absences for the pre-clinical D1 and D2 curriculum, and D3 lecture/laboratory courses should be requested from the Office of Student Affairs. Please contact Mrs. Kimberly Dean at [kdean@umaryland.edu](mailto:kdean@umaryland.edu) as soon as possible so that she may notify your course directors.

An excused absence from the D3 and D4 clinical curriculum should be requested from and approved by the D3 or D4 student's GP Director and forwarded to the Office of Student Affairs for recording purposes. If the excused absence is "unplanned" (i.e. illness/family emergency, etc.), the D3 or D4 student should contact the Patient Care Coordinator's office at 410-706-8127. The PCCs must be made aware of any block assignment or patient appointments for that day.

Students who anticipate a long-term absence (longer than five days) should first review the Leave of Absence Policy and then contact the Associate Dean for Academic Affairs to discuss strategies for managing the impact of the absence on the educational program. The Associate Dean for Academic Affairs will, as needed, consult with the Associate Dean of Clinical Affairs and the Associate Dean of Student Affairs.

Unexcused Absence:

Pre-Clinic:

Attendance is considered an important indicator of each student's sense of personal and professional responsibility. Accordingly, D1 and D2 students are required to attend all (100%) of pre-clinical laboratory sessions. Attendance will be recorded in all pre-clinical sessions.

#### Clinic:

Attendance is considered an important indicator of each student's sense of personal and professional responsibility. Therefore, all D3 and D4 students are expected to attend a minimum of 90% of available GP clinic sessions. Unexcused absences resulting in clinic attendance below the required 90% will be reflected in the 8 credit hour Comprehensive Care/Practice Management Course CCPM 538 for D3 students and the 12 credit hour Comprehensive Care/Practice Management CCPM 548 for D4 students. Clinic attendance of 90% is required to pass the course, as outlined in the CCPM syllabi. Additionally, excessive unexcused absences may delay progression in the curriculum and/or on-time graduation.

#### Block Assignments:

Many of the block assignments such as Urgent Care, Oral Surgery and SPC are service oriented. Patients present to the School of Dentistry with the expectation that their dental needs will be addressed in a competent and timely manner. In order to provide these essential dental services, attendance is mandatory for all assigned block assignments. If a student fails to appear for an assignment or is more than 15 minutes late for the assignment, a make-up day of the specific missed block will be assigned; plus one additional day will be assigned for the first incident. The second episode of absenteeism or tardiness to any block assignment will result in a make-up day of the specific missed block; plus 3 additional days. A third episode will be referred to the Judicial Board and can result in more serious consequences. All make up days will be assigned at the discretion of the director of the block and the dean of clinical affairs and must be completed before advancement to the next year and/or graduation. If the whole/half day of assignment is missed, a whole/half day, plus whole/half penalty days will be assessed respectively.

## Competency and Competency Examinations Policy

As stated in its mission, the School of Dentistry seeks to graduate exceptional oral health care professionals. Competency, the ability to demonstrate skill, knowledge, and attitude derived from specialized training and experience, is at the core of exceptional professionals. It relates to the treatment of the child, adolescent, adult, geriatric, and medically-compromised patient. At this Dental School, pre-doctoral dental students must demonstrate competency prior to graduation and entry into dental practice.

- UM SOD Competencies **PDF**
- Clinical Competency Exam List 2018-2019
- List of Competencies by Academic Year\_2018-2019

## Policy for Participation in International Educational Experiences

### Participation in International Dental Externships and Other Dental Missions/Observations

The School of Dentistry recognizes the value of student participation in global educational opportunities that introduce you to the challenges of global oral health. Some experiences fulfill academic requirements and are accomplished in curricular time. Other experiences are voluntary, and these experiences can only be accomplished during school closure or normally scheduled vacation time for a dental or dental hygiene class.

While the School of Dentistry appreciates and encourages increasing student interest in global oral health, and student participation in related activities, the requirements of the undergraduate curriculum must be the first priority to ensure students achieve the highest level of competency prior to graduation, thereby ensuring their able to respond to the opportunities and challenges of the future.

The extramural component of CSLX 548 permits a number of senior dental students to fulfill their extramural externship at a location outside of the United States. Students must be unconditionally advanced to their senior year by the Clinical Progression Committee meeting, normally scheduled in May, in order to be eligible to request a foreign externship site. Foreign externship sites are selected and pre-approved by the School of Dentistry's Office of Dental Public Health and the Office of Student Affairs. A faculty member from the School of Dentistry must accompany each international externship. The rotation is three weeks in duration consisting of two weeks of clinical experience plus one week allowed for travel.

Additional experiences (observations, exchanges, missions, etc.) outside of the senior extramural externship are permissible and encouraged providing the experience does not conflict with assigned curricular responsibilities including lecture, lab, clinic, etc., and they are approved by the Office of Student Affairs. The University of Maryland, Baltimore Global Health Interprofessional Council (GHIC) focuses on global health education and training and sponsors annual interprofessional student summer programs that are ideal for students whose summer break aligns with the program's time frame. <https://www.umaryland.edu/global/about-us/global-health-interprofessional-council/>  
<https://www.umaryland.edu/global/listing-of-global-opportunities/>

**Originated: August 1, 2008**

**Updated: February 1, 2017**

**Approved by Faculty Council: March 27, 2017**

## **Grading System Policy**

The following numerical range for standardized grades is used in the evaluation of student performance.

A 90-100

B 80-89

C 70-79

F Below 70

**A - Excellent:** This grade signifies performance of the highest quality or exceptional achievement. It is recommended that this grade be awarded to those students with the highest degree of talent, skills, and knowledge, compared with the expected performance of students at that particular stage of development and training.

**B - Good:** This grade should be recorded for students who have demonstrated knowledge, talent, or skills significantly above the acceptable level, compared with the expected performance of students at that particular stage of development and training.

**C - Satisfactory:** This grade should be recorded for students who have demonstrated knowledge, talent, or skills at an acceptable level, compared with the expected performance of students at that particular stage of development and training.

**E - Conditional Failure:** This grade is used as a progress grade or as a temporary final grade to indicate that a student, who otherwise is progressing satisfactorily in a course, has failed to master limited segments of a course or some clinical procedures, but may achieve a satisfactory level of proficiency within a short time if allowed to do so based on overall academic performance. When the E grade is used as a temporary final grade, it counts in the grade point average calculation. If successful remediation occurs, the student will receive the final grade earned in the course, shown on the permanent record along with the original E. An unresolved grade of E will result in a permanent grade of F.

**F - Failure:** Students who receive this grade exhibited unsatisfactory performance. This grade indicates that they have not achieved an acceptable level in skills and knowledge. As a result, they are not considered ready to advance to more complex work or to perform independently. When the failure has been absolved, the F grade will remain on the student's permanent record, but only the new grade will be used in computing the grade point average.

**H - Honors:** Elective clerkship courses are graded as honors when the student demonstrates excellence and advanced knowledge, skills and attitudes that exceed dental curriculum requirements in the dental specialty or practice area.

**I - Incomplete:** A student whose work in completed assignments is of acceptable quality but who, because of circumstances beyond the student's control (such as illness or disability), has been unable to complete course requirements, will receive a grade of Incomplete. When all requirements have been satisfied, the student will receive the final grade earned in the course. Except under extraordinary circumstances, an Incomplete may not be carried into the next academic year.

**P - Pass:** This grade signifies acceptable performance and satisfactory completion of course requirements.

**W - Withdraw:** This grade indicates withdrawal during the first half of the course.

**WP - Withdraw Pass or WF - Withdraw Fail:** This grade denotes student performance to date when withdrawal occurs after the first half of the course.

Scholastic averages are computed on the basis of credits assigned to each course and the following numerical values for grades: A-4, B-3, C-2, E-0, F-0. The grade point average is the sum of the products of course credits and grade values, divided by the total number of course credits in that year of the curriculum.

Reviewed: August 1, 2016

## **Grade Appeal Policy**

1. **Assignment of Grades** The academic standards for successful completion of a course and assignment of a grade are established by the department or unit under which the course is administered. The faculty bear the responsibility of assuring that written academic standards are provided to each student at the beginning of each course. The course director assigns final grades based upon these published academic standards.
2. **Basis for Appeal**

- a. This appeal mechanism is limited to possible errors in calculating or recording a final grade and to allegations of mistakes or arbitrary or capricious grading. "Arbitrary or capricious" grading means (1) the assignment of a course grade to a student on some basis other than performance in the course; (2) the assignment of a course grade to a student by unreasonable application of standards different from the standards that were applied to other students in that course; or (3) the assignment of a course grade by a substantial and unreasonable departure from the written academic standards for that course.
  - b. This appeal mechanism is not to be used to dispute the published academic standards for a course which are the prerogative of the department and the course director under which the course is administered.
  - c. It is the responsibility of the student to substantiate the assertion that an incorrect final grade has been assigned.
3. Appeals Process
- a. The student should first meet with the course director or instructor involved to discuss his or her concerns and to present any evidence that an erroneous or arbitrary or capricious final grade has been assigned. This meeting should occur, when possible, within 10 working days from the time that the student was notified of the grade in question.
  - b. If the student's concerns are not resolved in meeting with the faculty or course director, the student may submit a written appeal to the appropriate department chairperson. This written appeal must be made, when possible, within five (5) working days of the student's meeting with the faculty or course director and must contain information to substantiate the student's assertion. The department chairperson will consult with the student and the course director and make a written decision for or against the appeal, when possible, within five (5) working days of receipt of the appeal. If the decision is in favor of the student, the chairperson will change the grade as appropriate.
  - c. If the matter is not resolved to the student's satisfaction, the student may seek advice from the Associate Dean for Academic Affairs. The student may continue the appeal process by initiating the formal procedure of the Student Grievance Policy within 10 working days of receiving the decision of the department chairperson. The Assistant Dean for Student Affairs will appoint the Chairperson of the Student Grievance Panel from among the faculty members on the Student Affairs Committee. For consideration of grade appeals, the Panel shall consist of at least five (5) faculty members of the Student Affairs Committee, plus two (2) student members of the Student Affairs Committee. Absent a conflict, the students should be the Class President of the grieving student's class and the SDA President.

The Grievance Panel will request information from the involved department to determine if the grade appeal should be considered further.

- d. The formal procedure and appeals process follow the same guidelines for student grievances as described in Sections II and III of the Student Grievance Policy.  
Reviewed: August 1, 2016

## Graduation Dates

Students who enter the DDS program at the University of Maryland School of Dentistry are required to complete a minimum of four academic years at the school. The length of the program has been established to provide the students a comprehensive professional education. Graduation for students who complete the program within this prescribed period is in May. Students who fail to complete all requirements in May will be considered for graduation the following July, December, or May, as they are judged ready to do so.

Reviewed: August 1, 2016

## Policy for Limiting Enrollment Time

### Policy for Limiting Enrollment Time and National Board Examination Eligibility for Predoctoral Dental Students

Addendum: Change in School of Dentistry Policy for NBDE II (2016 - 2018) [PDF](#)

The maximum number of years to complete all dental courses and pass Part I and Part II of the National Board Dental Examinations will be six years.\*

1. The maximum number of years to complete Year I and Year II courses will be three years. After completing the Year I curriculum, a student will have up to a maximum of three attempts within 15 months of eligibility to pass Part I of the National Boards. A student who does not pass Part I within 15 months of eligibility, regardless of the number of attempts, will be dismissed.
2. The maximum number of years to complete all Year III and Year IV clinical and didactic requirements will be three years. A student who fails Part II of the National Boards a total of three times during the first senior year and any remedial senior year will be dismissed.

3. Following completion of Year IV requirements, a student may be granted an additional seven months to pass Part II of the National Board Dental Examinations on a third and final attempt provided all the following criteria are met: (a) total time enrolled including the additional seven months will not exceed the six-year limit and (b) the student has had only two opportunities to take Part II.
4. Requests for exceptions to the above timetable because of interruptions caused by illness or leave of absence may be appealed to the Faculty Council.
5. A student may appeal any decision reached pursuant to this policy under the School's established academic appeal process.
6. This policy does not apply to students in combined degree programs.

\*This policy is based on the current format and schedule of the National Board Dental Examinations. In the event there is a change in the format or schedule of the examinations, this policy will be revised.

Approved by the Faculty Council: November 15, 2007

Reviewed and Updated: February 18, 2013

Reviewed and Updated: February 2, 2015

Reviewed: August 1, 2016

## **National Board Examination Policies**

### **Policy for Limiting Enrollment Time and National Board Examination Eligibility for Predoctoral Dental Students**

#### **Change in SOD revised NBDE II policy 2013 - 2021**

#### **The maximum number of years to complete all dental courses and pass Part I and Part II of the National Board Dental Examinations will be six years.\***

1. The maximum number of years to complete Year I and Year II courses will be three years. After completing the Year I curriculum, a student will have up to a maximum of three attempts within 15 months of eligibility to pass Part I of the National Boards. A student who does not pass Part I within 15 months of eligibility, regardless of the number of attempts, will be dismissed.
2. The maximum number of years to complete all Year III and Year IV clinical and didactic requirements will be three years. A student who fails Part II of the National Boards a total of three times during the first senior year and any remedial senior year will be dismissed.
3. Following completion of Year IV requirements, a student may be granted an additional seven months to pass Part II of the National Board Dental Examinations on a third and final attempt provided all the following criteria are met: (a) total time enrolled including the additional seven months will not exceed the six-year limit and (b) the student has had only two opportunities to take Part II.
4. Requests for exceptions to the above timetable because of interruptions caused by illness or leave of absence may be appealed to the Faculty Council.
5. A student may appeal any decision reached pursuant to this policy under the School's established academic appeal process.
6. This policy does not apply to students in combined degree programs.

\*This policy is based on the current format and schedule of the National Board Dental Examinations. In the event there is a change in the format or schedule of the examinations, this policy will be revised. Approved by the Faculty Council: November 15, 2007

#### **Excerpt from Advancement Process**

Students must take the Part I National Board Dental Examination no later than October 1 of the second year of the dental curriculum. Re-examination, if necessary, must be completed no later than April 1. Students who do not pass Part I by the end of the second year of the dental curriculum will be permitted to begin didactic courses in the fall semester of the third year, but will not be advanced to the clinic. These students must pass Part I within 15 months of eligibility or they will be dismissed. (See Policy for Limiting Enrollment Time (p. 39) and National Board Examination Eligibility.)

#### **Policy for Taking Part II National Board Dental Examination**

Year four students must take National Boards Part II before January 15 in their senior year and submit a score report or document certifying that they took the examination. Failure to comply with this requirement will result in the loss of clinical privileges until validation is received. Re-examination, if necessary, must occur before May 1.

## **Program for Dental Students Who Have Not Successfully Completed Part II of the National Board Dental Examination by the End of the Senior Year**

In accordance with Dental School policy, successful completion of Part II of the National Board Dental Examination is a requirement for graduation. Following completion of Year IV requirements, a student may be granted an additional seven months to pass Part II of the National Board Dental Examinations on a third and final attempt provided all the following criteria are met: (a) total time enrolled, including the additional seven months, will not exceed the six-year limit, and (b) the student has had only two opportunities to take Part II.

A continuing student will register in, and pay tuition for, a program specifically designed to meet the student's needs as determined by the Clinical Progression Committee. The Committee will develop this program based on the department chairs' recommendations for student assignment to clinical programs in need of student services. Additionally, continuing students will be assigned patients who need comprehensive care and/or will participate in specific clinical and nonclinical activities to maintain their clinical knowledge and skills. Students will also be assigned an independent course of study to assist them in preparation for the board examination.

Reviewed: August 1, 2016

## **Policy for Patient Management**

### **Patient Centered Dental Care**

#### **Policy for Patient Management in the General Practice Clinics:**

- Students must treat all patients assigned and may not refuse to accept a patient assignment.
- Treatment must be performed in a timely manner.
- It is expected that the assigned student will continue treatment of all assigned patients until the planned treatment is completed or the case is reassigned to another provider.
- All dental care transfer or reassignment of patients must have the approval of the GP Director/Assistant Director.
- Any treatment initiated by a student must be completed by that student unless a reassignment is approved by both the GP Director/Assistant Director and the discipline specific faculty covering the procedure.

Approved by the CSC 05/08/2014

Approved by the Faculty Assembly 05/12/2014

## **Procedures for Resolution of Complaints Alleging Discrimination**

<https://www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-100e.php>

## **Requirements for Graduation**

The Doctor of Dental Surgery degree is conferred on a candidate who has met the conditions specified below:

- A candidate must have satisfied all requirements of the various departments.
- A candidate must have acquired and demonstrate the knowledge, skills and values articulated in the UM Competency Statements.
- A candidate must pass all fourth year courses and achieve a minimum 2.0 average in the fourth year.
- The candidate must have satisfied all university obligations before graduation.
- The candidate must be clear of all disciplinary matters.

Reviewed: August 1, 2016

## **Predocutorial Education Programs**

### **Clinical Simulation**

#### **Interim Director of Simulation Facilities, Applications and Research: Dr. Ward Massey**

Clinical simulation realistically prepares students for the performance of patient care procedures and is employed in both the undergraduate dental and dental hygiene curricula.

As a basis for their performance of finite psychomotor skills, students are introduced to the principles of human-centered ergonomics early in their first year. They learn to derive a posture, position, and process for practice in ways that enable the attainment of occupational health and peak performance without compromise of task, patient, or self. Students learn to perform dental procedures to high standards of precision, quality, and accountability on lifelike manikins in simulated and real practice settings, before treating patients. This is accomplished in the School of Dentistry's state-of-the-art clinical simulation unit that replicates the features of a dental practice operatory, and the general practice clinics in which patients receive care. Professional skills and habits acquired in realistic clinical simulation ensure student ease, confidence, and competence in their later application to patient care.

### **Predoctoral Clinical Education/Patient Care**

The clinical education program is designed to fulfill competency-based criteria by providing each student with a broad background of clinical experience based on the philosophy of prevention and comprehensive patient care. Although the need for the treatment of existing disease is of paramount importance, the clinical program stresses long-term complete dental care founded on preventing the occurrence or recurrence of disease. Each student provides patient care with faculty supervision in the School of Dentistry's clinics in a manner similar to practitioners in a general practice in the community.

Clinical areas for predoctoral instruction are designated primarily for general practice teams. Clinical instruction is accomplished using dentist-directors, general dentists and specialists providing interdepartmental instruction for the student, and the highest level of dental care for the patient. The clinical program functions year round to provide continuity of patient care.

### **Clerkship Program**

Elective clerkships allow selected fourth year students to pursue further studies in departmental activities specially designed to meet their needs and interests. Students devote a portion of their clinic time to these specialized programs; the remaining clinic time is spent in the comprehensive treatment of patients in the regular program. Clerkships are available in basic science and clinical disciplines, and several incorporate off-campus clinical experiences in various practice settings.

### **Predoctoral Electives Program**

Third- and fourth-year dental students are provided the opportunity to register for elective courses which cover a wide range of topics. Electives are offered during the fall and spring terms. Courses are held on Mondays from 4:30-6:30 p.m. and Wednesdays and Fridays from 4:00-6:00 p.m. Each elective course consists of an 8-hour commitment for 0.50 credits or a 15-hour commitment for 1.00 credit.

# The Dental Hygiene Programs

## Dental Hygiene General Information

The School of Dentistry offers a Bachelor of Science in Dental Hygiene. The baccalaureate degree can be earned in one of two educational programs: the Preprofessional/Professional Program (entry-level program) and the Degree Completion Program (for students who already are Registered Dental Hygienists). The objective of both baccalaureate programs is to imbue the students with the knowledge, skills, attitudes, and values needed to assume positions of responsibility in a variety of health care, educational, research, and community settings. In addition, these programs are designed to provide a foundation for graduate study in dental hygiene or related disciplines.

The dental hygienist, as a member of the oral health care team, strives to improve oral health by providing preventive, therapeutic, and educational services to the public. Clinical dental hygiene services include assessing patients' general and oral health status and correlating oral with systemic findings, conducting periodontal and caries evaluations, removing deposits and stains from teeth, making radiographic images, evaluating patient outcomes, conducting oral cancer screenings, and applying fluorides and sealants. Educational and management services for individuals and/or groups may include tobacco use prevention, and cessation; providing nutritional and oral hygiene counseling; conducting educational programs; and planning, implementing, and evaluating community oral health programs.

## Mission

The mission of the University of Maryland School of Dentistry is to improve the quality of life in Maryland through education, research and service related to health, with special emphasis on improving dental, oral and craniofacial health.

In support of this mission, the Dental Hygiene Program educates future leaders in the profession by offering undergraduate and graduate programs in dental hygiene. The program provides continuing education for dental and dental hygiene professionals, conducts research relevant to dental hygiene education and practice, and disseminates this knowledge. The program also provides high quality oral health care services to residents of Maryland and the region, and provides consultative and other services to governmental and private agencies, professional organizations and the community through the leadership and expertise of its faculty and contributions of its students. The program endeavors to recruit, retain and develop high quality, productive faculty who accept responsibility for advancing knowledge in the field of dental hygiene. Faculty foster intellectualism and offer a professional education for dental hygiene students that embodies excellence and relevance. The faculty strives to prepare graduates who can provide dental hygiene services with competence in any setting in accordance with ethical codes of the profession and statutory provisions for dental hygiene practice.

## Employment Opportunities in Dental Hygiene

The majority of dental hygienists are employed in private dental offices. However, there are increasing opportunities for those with baccalaureate and graduate degrees; other opportunities are available in community, school, and public health programs; private and public institutions; armed forces; research; private industry; and other special areas of practice.

## Degree Completion Baccalaureate Program

Degree Completion Baccalaureate Program (p. **Error! Bookmark not defined.**)

## Degree Completion Baccalaureate Program

The degree completion program provides the opportunity for registered dental hygienists who hold a certificate or associate degree to pursue studies leading to a Bachelor of Science degree in dental hygiene.

## Program Requirements

Transfer credits consist of the student's previous dental hygiene courses and general course requirements, totaling 90 semester credits. General course transfer credits are granted for the baccalaureate degree taken at any regionally accredited U.S. or Canadian colleges or universities. Students must be a graduate of a dental hygiene program of a college or university that is regionally accredited and also accredited by the ADA Commission on Dental Accreditation. The courses required are the same as those listed in the Pre-Professional Program freshman and sophomore years, except only one chemistry and one anatomy/physiology course is required. To be granted as transfer credits, students must attain a grade of C or better in all courses. Consultation with the degree completion program director regarding transfer courses is recommended.

Degree Completion Requirements. Thirty credits of institutional coursework at the University of Maryland are completed while in the dental hygiene degree completion program after matriculation of the specific 90 transfer credits. The degree completion program at the School of Dentistry consists of senior level didactic courses, totaling 10 credit hours (DHYG 412, DHYG 414, DHYG 416, DHYG 425, DHYG 427; 6\* credit hours of practicum courses (DHYG 418 and DHYG 428) and a 2\* credit DHYG 328B anesthesia and sedation course (for student not previously holding permits to administer local anesthesia and nitrous oxide at the time of application; and 12 credit hours of approved academic electives, generally taken at another campus of the University of Maryland.

### Curriculum Planning

Registered dental hygienists should submit to the degree completion program director transcripts from their dental hygiene program and all other institutions attended, so that transfer credits may be evaluated and a program developed to satisfy remaining requirements. Students should meet regularly with the advisor to ensure appropriate course scheduling.

### Application and Admission Procedures

In addition to meeting the general course requirements, the student applying for admission to the degree completion program at the School of Dentistry must:

- Be a graduate of a regionally accredited and CODA accredited U.S. or Canadian dental hygiene program.
- Be licensed in at least one state in the U.S.
- Have a minimum grade point average of 2.5. Applications for admission may be obtained from:

The Office of Admissions  
 University of Maryland School of Dentistry  
 650 West Baltimore St., Room 6402  
 Baltimore, MD 21201

Applications should be received no later than February 1 before the fall semester for which the student wishes to enroll. Enrollment at another University of Maryland campus does not guarantee admission to the degree completion program at the School of Dentistry. Enrollment in the degree completion program is limited. Students who are offered admission will be required to send the required deposit with a letter of intent to enroll. This deposit will be credited toward tuition at registration, but will not be refunded in the event of failure to enroll.

### Student Expenses

Tuition and fees are listed on the Student Accounts website. The charges for instrument service, supplies, and uniforms are not applicable for degree completion students. Textbook costs would be considerably lower than listed.

### Graduation Requirements

One hundred twenty (120) semester credit hours are required for the Bachelor of Science degree in the degree completion dental hygiene program. The last 30 credit hours toward the baccalaureate degree must be taken at the University of Maryland. Courses not offered at the School of Dentistry may be taken at another University of Maryland campus.

## Pre-Professional/Professional Baccalaureate Program

Pre-Professional/Professional Baccalaureate Program (p. **Error! Bookmark not defined.**)

### Pre-Professional/Professional Baccalaureate Program

#### Dental Hygiene Curriculum

This program consists of two main parts: a two-year pre-professional curriculum at one of the University of Maryland campuses or at another accredited college, community college or university, and a two year professional curriculum at the University of Maryland School of Dentistry.

#### Two-Year Pre-Professional Curriculum

A listing of the courses and credit hour requirements for the pre-professional curriculum follows. These courses provide a foundation in basic sciences, social sciences, and general education. Students are encouraged to contact with the dental hygiene advisor each semester to ensure appropriate course scheduling.

Note	Courses	Credits
	English Composition	6

	Technical Writing	3
*	Inorganic or General Chemistry	4
*	Organic Chemistry	4
*	General Biology	4
*	Human Anatomy and Physiology I, II	8
*	Microbiology	4
	Principles of Nutrition	3
	Statistics	3
	General Psychology	3
	General Sociology	3
**	Humanities	3
***	Social Sciences	6
	Public Speaking	3
	Total Curriculum Credits	57

\* These courses must include a laboratory and meet the requirements for science majors. Survey or terminal courses for nonscience majors are not acceptable for transfer.

\*\* Humanities: Courses must be selected from the following areas: literature, philosophy, history, fine arts, speech, math, or language.

\*\*\* Social Sciences: General psychology and sociology are required; the remaining six credits should be selected from courses in psychology, sociology, political science, government, culture studies, economics, business or anthropology.

## Application and Admission Procedure

High school students who wish to enroll in the pre-professional curriculum should request applications directly from the admissions office of any of the University of Maryland campuses or any accredited college or university. It is recommended that those preparing for a baccalaureate degree in dental hygiene pursue an academic program in high school that includes courses in biology, chemistry, algebra, and social sciences. Applicants should note the University of Maryland policy concerning prevention and management of student and employee infection with bloodborne pathogens and the School of Dentistry's essential requirements for admission and matriculation. In addition, individuals who have a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure to practice dental hygiene after graduation.

## Two-Year Professional Curriculum

(junior year and senior year)

The professional curriculum includes clinical and didactic courses in the School of Dentistry. Throughout these two years, dental hygiene students work concurrently with dental students to provide patient care.

During the first year, students expand on their preprofessional basic science knowledge as it pertains to dental hygiene practice. In both laboratory and clinical settings, the students begin to develop the skills, knowledge and judgment necessary to collect data for patient treatment; assess each patient's oral health status; and select and provide preventive, therapeutic, and educational services based on the individual needs of the patient. During the second year, students demonstrate increasing proficiency, critical thinking, and self-direction in assessing patients' oral health status, planning and providing clinical services and identifying the need for consultation and referral. To enrich their educational experiences, students provide educational and/or clinical services in School of Dentistry specialty clinics and a variety of community settings, such as hospitals; schools; and facilities for the special needs patients, chronically ill, and aged. Dental hygiene students also have an opportunity to work with dental students as primary providers for the physically and mentally challenged, and individuals with serious medical conditions or infectious diseases.

Senior students also take courses in education, research, and management that enable them to develop fundamental skills that are necessary for various career options within the profession.

**Junior Year****Semester 1**

Course Number	Title	Credits
DHYG 311	Prevention and Control of Oral Diseases I	6
DHYG 312A	Head and Neck Anatomy	3
DHYG 312H	Oral History & Embryology	1.5
DHYG 312M	Microbiology-	1.5
DHYG 314	Periodontics for the Dental Hygienist I	3
DHYG 316	Oral Radiology I	2
DHYG 329	Oral Health Literacy and Communication	1
		<b>Subtotal: 18</b>

*DHYG 316: This course extends into the January winter season*

**Semester 2**

DHYG 321	Prevention and Control of Oral Diseases II	5
DHYG 323	Patients with Special Needs	2
DHYG 324	Methods and Materials in Dentistry	2
DHYG 325	General Pharmacology & Therapeutics	3
DHYG 326	Oral Radiology II	2
DHYG 327	Periodontics for the Dental Hygienist II	2
DHYG 328A	General and Oral Pathology	3
DHYG 328B	Dental Anesthesia & Sedation	2
		<b>Subtotal: 19</b>

**Senior Year****Semester 1**

DHYG 411	Advanced Clinical Practice I	5
DHYG 412	Innovative Dental Hygiene Practice	2
DHYG 413	Community Service-Learning I	2
DHYG 416	Principles of Scientific Evidence	2
DHYG 417	Community Oral Health	3
		<b>Subtotal: 14</b>

**Semester 2**

DHYG 414	Educational Program Development	2
DHYG 421	Advanced Clinical Practice II	5
DHYG 423	Community Service-Learning II	1
DHYG 425	Dynamics of Health Care	2
DHYG 427	Health Care Management	2
		<b>Subtotal: 12</b>

**Application and Admission Procedures**

College students enrolled in the pre-professional curriculum should communicate regularly with the dental hygiene Director of Recruitment & Academic Advising at the School of Dentistry to ensure that the courses selected satisfy the degree requirements.

Applications can be obtained online on the School of Dentistry Admissions website. Applications for enrollment in the fall semester are accepted from November 1 to February 11. Courses must be completed at the end of the semester prior to enrollment.

A minimum grade point average of 3.0 in the pre-professional curriculum is required, and preference will be given to those students who have high scholastic averages, especially in science courses. A science grade point average of 3.0 is generally encouraged for acceptance. Enrollment at another University of Maryland campus or completion of the pre-professional curriculum does not guarantee admission to the professional curriculum at the School of Dentistry. Enrollment in the dental hygiene program is limited.

Students who are offered admission will be required to send a deposit with a letter of intent to enroll. This deposit will be credited toward tuition at registration, but will not be refunded in the event of failure to enroll.

## Projected Average Expenditures

In addition to the expenses of tuition and fees listed on the Student Accounts website, junior dental hygiene students should estimate spending \$3,780 on instrument service, uniforms, and supplies and \$800 on textbooks. Senior dental hygiene students should estimate spending \$1,645 on instrument service and supplies, \$400 on textbooks and \$1680 on regional and national board examination fees. Community service-learning experiences in both the junior and senior years may entail additional costs for travel and/or parking at sites outside the School of Dentistry.

## Graduation Requirements

Candidates for the Bachelor of Science degree in dental hygiene must complete the pre-professional and the professional curricula as outlined. Students must achieve a cumulative grade point average of 2.0, complete a total of 122 credits, and satisfy all financial obligations to the University to be eligible for graduation.

## National and Regional Board Examinations

Clinical and comprehensive written examinations are given in the spring of the senior year. Successful completion of these exams is necessary to obtain a license to practice dental hygiene.

## Dental Hygiene Policies

### Advancement Policies

Detailed grading system and policies can be found here  
<http://www.dental.umaryland.edu/media/sod/academic-affairs/Grading-Policies.pdf>

The Dental Hygiene Progression Committee reviews the performance of each Dental Hygiene student at the middle and end of each semester. On the basis of progress and final grades, the Committee determines one of the following actions for each student:

- Unconditional advancement;
- Remediation;
- Conditional advancement;
- Probationary advancement (repeat a course, repeat or remediate the year); or
- Academic dismissal recommendation to the Faculty Assembly

The Faculty Assembly must approve all recommendations pertaining to academic dismissal or graduation. A description of the determination actions appears below.

### Student Attendance

A student who does not meet published Dental Hygiene attendance policies and Dental Hygiene course standards for attendance may lose the opportunity for remediation. Students with a pattern of unexcused absences who receive one or more failing or deficient grades may be recommended for dismissal. Extenuating circumstances should be identified at the time the absence occurs.

### Appeals

A student may appeal the determination of the Dental Hygiene Progression Committee or the Faculty Assembly on the basis of compelling additional information or extenuating circumstances, either of which could not have been previously considered. The appeal must be made in a written submission delivered to the Dean for Academic Affairs and the Director of the Dental Hygiene Program.

The appeal must be submitted within 5 working days of the date on which the student receives written notification of the determination of the Progression Committee or the decision of the Faculty Assembly. The written appeal must include: the decision the student is appealing; the compelling additional information or extenuating circumstances that could not have been previously considered by the Progression Committee and the reason why the information was not previously presented; and the academic status that the student is requesting. The student may present and prioritize more than one alternative academic status.

The appeal will first be reviewed by an ad hoc panel composed of the Dean for Academic Affairs and two department chairs to determine if the appeal reasonably meets the specified criteria. Should the panel determine the appeal does not reasonably meet the specified criteria, the appeal will be denied. In these circumstances, there is no further consideration and the determination of the Progression Committee or the decision of the Faculty Assembly is final.

If the ad hoc panel determines the appeal reasonably meets the specified criteria, the panel will forward the appeal for consideration to the appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly.

The appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly will review the appeal, meeting within ten working days of receiving the appeal from the ad hoc panel when feasible.

The appropriate body will issue a written decision on the appeal, acting within five business days of meeting, when feasible.

The appeal decision of the appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly, is final and there is no further appeal. Decisions of the Dental Hygiene Progression Committee will be forwarded to the Faculty Assembly for information. Decisions of the Faculty Assembly will be forwarded to the Dean for information. In all cases, a record of the decision will be made part of the student's academic file.

## **Determination Actions**

### **Unconditional Advancement**

Students must achieve a 2.00 grade point average and receive passing grades in all courses to advance unconditionally to the next semester.

A grade equivalent of 2.00 or higher must be earned in all courses applied to earning the Bachelor of Science Degree in Dental Hygiene. A student must attain a cumulative GPA of 2.00 or higher to qualify for graduation.

### **Probationary Advancement**

A student receiving a grade below C in any course will be on academic probation and is required to remediate (if applicable) or repeat the course and obtain a passing grade of C or higher. A student may repeat a course only one time. If the student does not pass the repeated course with a grade of C or higher, the student is subject to probationary advancement or may be academically dismissed from the Dental Hygiene program subject to discretionary review by the Faculty Assembly.

Any student who does not pass a core Dental Hygiene course (e.g; DHYG 311 or DHYG 316), is subject to academic probation or may be academically dismissed from the Dental Hygiene program subject to discretionary review by the Faculty Assembly.

Any student earning a semester or cumulative GPA below a 2.00 or earning below a C in any course, will be placed on academic probation. The Dental Hygiene Progression Committee may recommend to the Faculty Assembly that a student who is on academic probation for more than one semester be dismissed from the Dental Hygiene Program.

At the discretion of the Dental Hygiene progression committee, students with a final grade of F in one or more courses at the end of the semester:

1. May be permitted to advance on academic probation. During the probationary semester, the student must remediate (if applicable), or repeat all courses in which there was a deficiency to a passing grade of C, achieve a minimum grade point average of 2.00, and must pass all courses with a grade of C, taken during the probationary academic semester. Failure to do so will result in dismissal from the Dental Hygiene program subject to discretionary review by the Faculty Assembly.
2. May be placed on academic probation and assigned to a special academic program where the student may complete the curriculum over additional terms, with special conditions as specified by the Progression Committee if applicable.
3. May be subject to immediate dismissal from the program as determined by the Dental Hygiene Progression Committee and approved by the Faculty Assembly.

### **Academic Dismissal**

If the Progression Committee determines that probation or remediation will not bring the student to a passing level, immediate dismissal will be recommended to the Faculty Assembly.

*Revised 11/23/16*

## **Assignment Policy**

### **Policy for assignments for dental hygiene courses**

**Please review the policy for assignments for your courses here at BCDS:**

**Adherence to Established Deadlines:**

1. Due dates for assignments are posted in each Blackboard course site.
2. Students are responsible for the timely completion of all required coursework. Adherence to established deadlines for all assignments will be reflected in the final course grade.
3. Assignments must be submitted electronically via the Assignment feature in BB. Assignments should **NOT** be submitted via e-mail, fax, the digital drop box, nor any other means in BB. Late assignments **will not** be accepted.
4. The course software standards are Microsoft Word, PowerPoint, and Excel. Assignments completed in other formats will not be accepted.
5. When a technical problem occurs it is the student's responsibility to contact the help desk at [dshelp@umaryland.edu](mailto:dshelp@umaryland.edu). If technical problems prevent a student from being able to submit his/her assignment electronically, he/she should contact the Course Director ASAP.
6. Grades on assignments will be posted in the gradebook as soon as possible. The student should refer to the course gradebook to determine the grade earned on each assignment.

*Reviewed 07/26/2018*

## Attendance Policy

1. Some clinical, classroom and laboratory activities cannot be made up if missed; if missed, students could be unprepared for subsequent experiences. **The Division of Dental Hygiene expects students to be present for all mandatory clinics and classes.** If a student does not have a patient, options for volunteer blocks are described in clinical course outlines.
2. To qualify for an excused absence (religious holiday, scheduled event), students are required to submit an absence form to their course coordinator within the **first 10 days of the semester**. If a scheduled examination is missed due to an excused absence, the student **MUST** take the exam within 24 hours or will receive a zero.
3. In the event of an emergency, death, or illness, it is the student's responsibility to notify the Course Director as soon as possible if he/she will be unable to attend a mandatory class. For unexpected absences arising after the first 10 days of the semester, students must submit a completed absence form with appropriate documentation verifying the reason for absence (such as medical doctor's note, death notices in case of funeral attendance, a government or court summons or other official notification explaining absences that requires verification).
4. Course specific attendance policies are described in each course syllabus.

*Revised 07/28/18*

## Awards and Scholarships

**Division of Dental Hygiene Perseverance Award.** The graduating class recognizes a senior dental hygiene student who most exemplifies the spirit of perseverance and fortitude in the face of overwhelming obstacles before or during the course of his/her dental hygiene education.

**University Honors.** The University honors outstanding scholastic achievement with the University Gold Medal, University High Honors, and Honors, and membership in Phi Kappa Phi National Honor Society.

### Summa Cum Laude

### Magna Cum Laude

**Phi Kappa Phi:** University awards recognizing graduating seniors in the top 10% of their class.

**Sigma Phi Alpha Dental Hygiene Honor Society.** Graduating senior students in the top 10% out of the 20% of their class may be elected by the faculty for membership. Selection is based on service, character, and potential for professional growth.

**Who's Who.** The Dental Hygiene program selects outstanding graduating senior students to be included in Who's Who Among Students in American Universities and Colleges.

**The Philips Oral Healthcare Linda E. DeVore Professional Integrity Award** is presented to a graduating senior who mirrors the dignity, civility, honesty, integrity, intellectual curiosity and responsibility epitomized by Ms. DeVore throughout her professional career as a dental hygienist, faculty member, and Chair of the Department of Dental Hygiene.

**The Division of Dental Hygiene Clinical Excellence Award** is presented to a graduating senior student for outstanding clinical performance, application of knowledge in the provision of services, and delivery of total patient care.

**The Division of Dental Hygiene Prevention Award** is presented to a graduating senior student for excellence in the provision of preventive dental hygiene care.

**The Division of Dental Hygiene Degree Completion Leadership Award** is presented to a graduating degree completion student who demonstrates outstanding leadership, self-direction and potential for significant contributions to the profession.

**The Maryland Dental Hygienists' Association** presents an award to recognize outstanding interest and potential for active participation in the professional organization.

**The Lisa Mazza Memorial Award** honors a graduating senior student who has demonstrated outstanding interest and participation in the Student American Dental Hygienists' Association and potential involvement in the Greater Baltimore Dental Hygienists' Association.

**HuFriedy Golden Scaler** is presented to a graduating senior student who has demonstrated outstanding humanitarianism, ethical standards, devotion to the profession and clinical excellence.

**Colgate S.T.A.R. (Student Total Achievement Recognition)** is presented to a graduating senior student who demonstrates true dedication to the dental hygiene profession, exhibits compassion in patient care, displays enthusiasm for community service and enjoys the role of dental hygienist. Her/his name is inscribed on a plaque hanging in the Dental Hygiene Program office.

**Johnson & Johnson Healthcare Award of Excellence Research Poster Competition** presents a monetary award to the student(s) who win the Dental Hygiene Student research Competition. These winners will present and compete at ADHA in June.

**Academy of Dentistry for Persons With Disabilities** presents an award to recognize students with an outstanding commitment to the care of patients with special needs.

**American Association of Public Health Dentistry's (AAPHD)** national recognition award for a senior dental hygiene student who have demonstrated a Special Interest/Achievement in Community Dentistry and Dental Public Health. Student award winner receives an award certificate, one-year membership in the American Association of Public Health Dentistry, and a one-year subscription to the Journal of Public Health Dentistry.

**Geriatrics and Gerontology Education and Research Program Student Award.** From campus. Recognizes a senior dental hygiene student who has demonstrated particular interest and capability in Geriatrics/Gerontology Excellence. This award includes a monetary award.

**Ronald McDonald House Charities -Community Service Award** Recognizes senior dental hygiene students who willingly gave their time and resources to steadfastly prepare meals for the residents of the Baltimore Ronald McDonald House Charities. This award is given for your commitment and dedication to leadership and service in the Community.

**Septodont Local Anesthesia Award** Recognizes a senior dental hygiene student who gave the most injections.

**Banner Carrier:** one dental hygiene student carries the DHYG banner at the Arena campus-wide graduation ceremony on that Friday afternoon.

**Division of Dental Hygiene Spirit Award.** Recognizes a senior dental hygiene student who best exemplifies the spirit of teamwork, volunteerism, participation in service to the class and kindness to fellow classmates.

**Pat Stearns Scholarship.** The Dental Hygiene Program through the Office of Financial Aid awards the Pat Stearns Scholarship to a second semester junior student in need of financial assistance who has demonstrated excellence in academic achievement; willingness to serve his/her class, school and community; dedication to the profession; and an open display of high standards of professional conduct. The scholarship award is available to the student during his/her senior year.

*Other scholarships are posted by the Program and the Office of Financial Aid.*

## Dean's List

Students who attain a 3.5 GPA for a semester will be recognized for their achievement progress by being placed on the Dean's List.

*Revised 11/23/16*

## Communication Guidelines

### Faculty Office Hours

All faculty in the Division of Dental Hygiene are available to meet with students. However, for the convenience of both students and faculty, students are encouraged to arrange appointments with faculty directly, either electronically or in person. Course syllabi typically list faculty office hours.

## Guidelines for Class/SADHA Officers and Faculty Advisors

### General Guidelines

1. Meetings: Student officers should schedule meetings when advisors are available to attend; check advisor availability before posting meeting dates.

2. Students are responsible for scheduling meeting rooms.
3. Meetings should be scheduled ahead of time for the entire semester when possible.
4. Once the meeting schedule is established, dates must be provided to the DHYG Division Executive Administrative Assistant.
5. Minutes of meeting should be kept with copies sent to the Faculty Advisor and DHYG Division Director.

### **Fundraising Guidelines**

All fundraising activities must be approved by the Advisor and the Program Director. Students must then get approval from the Office of Academic and Student Affairs.

### **Activities Guidelines**

1. Students engage in a number of extra-curricular activities such as volunteering at the Ronald McDonald House, the Special Olympics, and school, community or church functions. The Advisor and DHYG Program Director must approve all such activities associated with student organizations.
2. Prior to planning any student social activities held within the School of Dentistry, Class and/or SADHA officers must confirm that faculty coverage for the event is available. The Office of Academic and Student Affairs also must be apprised of such activities.

### **Administrative Channels of Communication**

#### **The normal route for concerns involving clinic matters:**

Faculty member involved, Student Advisor, Clinic Director (Jr. or Sr.), Program Director, Department Chair /Director, Dean of Student Affairs, Dean of Academic Affairs, School of Dentistry Dean

#### **The normal route for concerns involving academic matters:**

Faculty member involved, Course Director, Program Director, Department Chair/Director, Dean of Student Affairs, Dean of Academic Affairs, School of Dentistry Dean

### **Address and Name Changes**

**Changes in name, address, and telephone number must be submitted by students to:**

1. Dental Hygiene Program Director, Room 1203, School of Dentistry.
2. The Office of Academic Affairs, Dean's Office, School of Dentistry, and the Registrar Office, 601 W. Lombard Street, Suite 240, Baltimore, MD 21201 or through the Student User Friendly System (SURFS) located on the University of Maryland, Baltimore website.

*Revised 07/28/18*

## **Competencies for Dental Hygiene Graduates**

### **Introduction**

**A competency for Dental Hygiene Graduates** identifies and organizes the knowledge, skills and attitudes our graduates must attain for entry into dental hygiene practice in all settings.

The value of these competencies is related to two areas. First, the competencies define the core content of the curriculum. By stating publicly what graduates must know and be able to do after completing our program, we establish a basis for the content of all courses. The competencies set standards for identifying relevant content and provide guidance in making decisions related to our educational program. The degree to which our curriculum is relevant, complete, educationally sound, and well organized is a direct reflection of this document.

A second area in which competencies are useful is outcomes assessment. The quality of any curriculum must be judged by its results. By setting forth competencies that a student must demonstrate to qualify for graduation and entry into the profession, this document provides a basis for establishing measures to evaluate the degree to which a student has acquired and can demonstrate the competencies needed to care for individuals and promote the health of the public.

**Competencies for Dental Hygiene Graduates** should be viewed as dynamic standards that are responsive to any clear need for change. The competencies are intended to serve as a framework for the dental hygiene curriculum and require regular review and revision.

### **Competency as an Educational Concept**

This document has been organized around the concept of "competencies." The term "competent" is defined as the level of special skill, knowledge and attitudes derived from training and experience. Competencies for dental hygiene graduates can be more specifically described by several basic characteristics. Competencies are a typical part of the practice of dental hygiene; a combination of knowledge, attitude, psychomotor skill, and/or communication skill; and performed at or above an acceptable level of defined standards.

## **Organization**

### **Domains**

The general organization of this document (and ultimately the curriculum) is structured from the general to the more specific. Three Domains have been identified:

#### **Professionalism, Health Promotion and Disease Prevention and Patient/Client Care**

These domains represent broad categories of professional activity and concern which occur in dental hygiene practice. By design, these categories are not related to specific courses within the Division of Dental Hygiene because course structure does not reflect the scope of a practicing dental hygienist. The concept of Domains is intended to encourage a structure and process in the curriculum that is interdisciplinary, coordinated and applicable to practice. In this document, Domains are numbered I-III.

### **Competencies**

Within each domain, Competencies are identified. A Competency is the ability to provide a particular, but complex, task or service. For example, 'the dental hygienist must be able to systematically collect and accurately record baseline data on the general, oral and psychosocial health status of patients/clients using methods consistent with medicolegal principles.' The complexity of this service suggests that multiple and more specific abilities are required to enable the performance of a Competency. In this document, Competencies are numbered 1-10.

### **Supporting Skills**

The more specific abilities could be considered subdivisions of Competencies and are termed Supporting Skills. An example of a Supporting Skill is: "Obtain, review and update a complete medical, family, psychological, and dental history." The acquisition and demonstration of a Competency require a level of mastery of all Supporting Skills related to that particular service or task. Similarly, Supporting Skills also require acquisition of more specific abilities, termed Foundational Abilities. In this document, Supporting Skills are numbered 1.1-10.4.

### **Foundational Abilities**

Foundational abilities are obtained through didactic and laboratory instruction that provide the information and experience needed for satisfactory mastery of Supporting Skills. *Foundational ability* encompasses knowledge, skill and attitudes. *Foundational knowledge* is the ability to use information and correctly answer specific questions when asked, for example, on an examination. *Foundational technical skill* is the ability to follow specific rules to produce acceptable results in standardized situations, for example, periodontal probing on a simulator. *Foundational attitudes* are positive intellectual and behavioral actions, such as addressing a patient's chief complaint prior to proceeding with the planned treatment.

The basic medical and dental sciences, behavioral sciences, and clinical sciences all provide instruction at the foundation level. Didactic, small group, seminar, laboratory and clinical instruction provide information and psychomotor experiences that enable students to acquire and demonstrate competence in clinical or other dental hygiene employment settings. The inclusion of any specific foundational ability in the curriculum should be based on its direct support of one or more of the Supporting Skills and Competencies. In general, course objectives are designed to provide Foundational Abilities. Therefore, Foundational Abilities are not listed in this document.

### **Summary**

The worth and practicality of Competencies for Dental Hygiene Graduates depends on its acceptance and application by the faculty responsible for the educational programs of the Division of Dental Hygiene, Department of Periodontics, School of Dentistry, University of Maryland, Baltimore. These Competencies define a level of practice for the new graduate, rather than predict the higher level of practice that will be attained by dental hygiene practitioners over their career lifetime. This document is designed to direct and be responsive to the educational needs of our students. Ultimately, the true measure of the value of competencies will be the quality of our graduates and the health care they render to the public.

*Reviewed 11/23/2016*

Link to: <http://dental.umaryland.edu/media/sod/academic-affairs/Competencies-for-Dental-Hygiene-Graduates---for-Website.pdf>

## **Constitution and By-Laws of Dental Hygiene Student Organizations**

We, the dental hygiene students, do hereby establish this as the Constitution and By-Laws of the University of Maryland Baltimore, Student American Dental Hygienists' Association.

### **Article I - Name and Description**

Section 1. The name of this organization shall be the University of Maryland Baltimore, Student American Dental Hygienists' Association, hereafter referred to as SADHA.

Section 2. It shall be defined as a governing, educational and social organization comprised of students enrolled in the University of Maryland School of Dentistry Dental Hygiene programs.

### **Article II - Purposes of SADHA**

Section 1. To serve as a means of communication among students, dental hygiene faculty, administration, others in the dental school, and other dental/dental hygiene schools.

Section 2. To provide a liaison to the American Dental Hygienists' Association and act as the initial introduction to membership in the national professional organization following graduation.

### **Article III - Supremacy Clause**

The Constitution and By-Laws of the American Dental Hygienists' Association shall be the supreme law of this Society and it shall be bound thereby. This supremacy clause provides that when the Constitution and By-Laws of the American Dental Hygienists' Association is in conflict with any constituent society, the former shall prevail.

### **Article IV - Membership and Dues**

Section 1. All Dental Hygiene students and Degree-Completion students enrolled in the University of Maryland Baltimore, School of Dentistry, Dental Hygiene programs are eligible for membership.

Section 2. Membership is mandatory as a representation of professional commitment and responsibility.

Section 3. The importance of association membership is incorporated into the curriculum.

Section 4. Membership fees are added to tuition costs.

Section 5. All checks drafted from SADHA account will be signed by the SADHA Treasurer and approved by the Faculty Advisor.

Section 6. Use of SADHA funds is limited to SADHA activities which are approved and sanctioned by the membership and the Faculty Advisor.

### **Article V - Officers of SADHA**

Section 1. The officers shall consist of a President, Vice-President, Secretary and Treasurer. A member of the dental hygiene faculty shall serve as Advisor.

Section 2. Election of Officers

Subsection A. Senior officers shall be elected at the April meeting.

Elected officers shall be in good standing.

Subsection B. Junior officers shall be elected at a meeting early in the fall semester meeting. Elected officers shall be in good standing.

Subsection C. Election of officers is by simple majority vote.

Section 3. The officers shall act on behalf of the general membership based on the powers and duties vested by this Constitution and By-Laws.

Section 4. Duties and Responsibilities of Officers

Subsection A. President – senior

The President's powers and duties shall be to:

1. conduct executive and business meetings
2. serve as head of the organization
3. serve as Chair of the executive committee
4. serve as representative at SDA executive meetings
5. send a welcoming and informational newsletter to incoming juniors
6. organize and post an agenda for business meetings
7. announce ADHA news items
8. initiate committee assignments and appoint members of all SADHA committees
9. coordinate with class officers the election of representatives to all Standing Committees of the Faculty.
10. attend local and national dental hygiene meetings when possible
11. regularly consult with the assigned faculty advisor and submit an annual report of the activities of the office to the faculty advisor

Subsection B. Vice-President – junior

The Vice-President's powers and duties shall be to:

1. act as liaison representative to ADHA and MDHA, attending MDHA executive board meetings when possible
2. assist the President, as needed
3. conduct meetings in the absence of the President
4. delegate the responsibility of arranging a photographer and representative for the Mirror in the event the office of Historian is unfilled

5. submit SADHA activities and dates to the campus newspaper
6. serve as co-Chair, with the Treasurer, of the budget and fundraising committee
7. consult as needed with the assigned faculty advisor, and
8. submit an annual report of the activities of the office to the faculty advisor

Subsection C. Treasurer - senior

The Treasurer's powers and duties shall be to:

1. keep accurate records of organization's financial status
2. keep accurate records of all SADHA membership dues
3. delegate responsibilities to the treasurer-elect
4. serve as co-Chair with the Vice-President of the budget and fundraising committee
5. consult as needed with the assigned faculty advisor, and
6. submit an annual report of the activities of the office to the faculty advisor.

Subsection D. Secretary – junior

The Secretary's powers and duties shall be to:

1. keep accurate minutes of each executive and business meeting
2. post a copy of each business meeting's minutes on SADHA BlackBoard org site
3. keep accurate roster of members' attendance
4. assist other committees in publicizing SADHA fundraisers and events
5. carry on official correspondence as necessary
6. address internal correspondence, as needed
7. consult with assigned faculty advisor as needed, and submit an annual report of the activities of the office to the advisor

Subsection E. Historian-junior

The Historian's powers and duties shall be to:

1. attend social functions (e.g. the Spring Banquet) and take photographs (must supply own camera)
2. keep a scrapbook of the year, mementos, candid photos, events
3. arrange a photographer for the Mirror
4. serve as a representative to the Mirror
5. consult as needed with the assigned faculty advisor, and submit an annual report of the activities of the office to the advisor

Subsection F. USGA Senators - one junior, one senior

The duties of the USGA Senators shall be to:

1. attend the USGA meetings representing the dental hygiene program
2. submit a written report to SADHA President prior to next scheduled business meeting
3. senior senator to be elected at the April meeting; junior senator to be elected at the subsequent October meeting
4. in the event that either of these positions are unfilled, the duty of attending USGA meetings shall fall to the class vice-presidents
5. consult as needed with the assigned faculty advisor and submit an annual report of the activities of the office to the advisor

## **Article VI - Class Officers**

Section 1. The officers shall consist of a President, Vice-President and Secretary, Treasurer, Social Chairs (2), Historian, SDA representative, Perryville representative, and Eastern Shore representative for each class

### Section 2. Election of Officers

Subsection A. Rising senior class officers shall be elected at the April class meeting

Subsection B. Junior class officers shall be elected by October 1st. Elections shall be arranged by the junior class in consultation with the senior class president.

Section 3. The officers shall act on behalf of the class membership based on the powers and duties vested by this Constitution and By-Laws.

Subsection A. Duties of the senior class President shall be to:

1. conduct individual class meetings
2. representative to the Student Affairs' committee
3. liaison for the class to SADHA by attending executive meetings
4. liaison for the class to the faculty and the dean
5. in the event the office of USGA senator remains unfilled, attend all USGA meetings
6. serve on the Faculty-Alumni Liaison committee
7. assist in coordinating the election of the junior class officers
8. attend annual Faculty Assembly meeting

Subsection B. Duties of the senior class Vice-President shall be to:

1. to serve as President at meetings of the class or other class functions in the absence of the class President
2. to serve as moderator of class fundraising activities
3. to carry out such other duties as may be assigned to him/her by the President

Subsection C. Duties of the senior class Secretary shall be to:

1. record notes from each meeting (minutes)
2. post minutes on BlackBoard
3. to carry out such other duties as may be assigned to him/her by the President

Subsection D. Duties of the senior class Treasurer shall be to:

1. handle all class financial records and collect dues
2. alternate representative to the Student Affairs' committee
3. representative to the Judicial Board, attending judicial meetings as needed
4. to carry out such other duties as may be assigned by the class President

Subsection E. Duties of the junior class President shall be to:

1. conduct individual class meetings
2. representative to the Student Affairs' committee
3. act as liaison for the class to SADHA by attending executive meetings
4. in the event that the office of USGA Senator remains unfilled, attend all USGA meetings
5. attend annual Faculty Assembly meeting

Subsection F. Duties of the junior class Vice-President shall be to:

1. to serve as President at meetings of the class or other class functions in the absence of the Class President
2. to serve as moderator of class fund raising activities
3. to carry out such other duties as may be assigned by the President

Subsection G. Duties of the junior class Secretary shall be to:

1. record notes from each meeting (minutes)
2. post minutes on BlackBoard
3. to carry out such other duties as may be assigned to him/her by the President

Subsection H. Duties of the junior class Treasurer shall be to:

1. handle all class financial records and collect dues

2. alternate representative to the Student Affairs committee
3. to carry out such other duties as may be assigned to him/her by the President

## **Article VII – Meetings**

### Section 1. Executive Meetings

1. Meetings are held at the discretion of the President and are attended by the following: the executive committee, class officers and the faculty advisor.
2. Request for funds for any dental hygiene activity must first be submitted to the executive committee for consideration and then may be presented to a general meeting for final approval.

### Section 2. Business Meetings

1. Meetings are held once a month and are open to SADHA members, faculty and guests.
2. Pertinent business topics and committee reports are presented to the general membership for consideration, discussion and vote, if applicable.
3. Business meetings are to be planned and hosted by a minimum of two senior students who shall arrange refreshments and the guest speaker.
4. The guest speaker may be selected with regard to any topic the hostesses feel may interest the general membership, subject to the faculty advisor's approval.
5. Any student may place an item on the agenda by contacting the President at least one day prior to the meeting.
6. Any items not on the agenda shall be addressed at the end of the meeting, time allowing.
7. Generally, the business meeting will not extend beyond forty-five minutes; the guest speaker's presentation beyond forty-five minutes.

### Section 3. Committee Meetings

1. Meetings are to be called by the committee Chair and held on an as needed basis.
2. Chairs are responsible for submitting a report to the President one week prior to the next SADHA meeting. A report is to be submitted regardless of committee activity.
3. All committees are to select their own Chairs unless otherwise specified in this constitution.
4. The term "junior" as used here may apply to any two year or three year junior unless the term "clinical junior" is specified.

### Section 4. Class Meetings

1. Meetings are to be held at the discretion of the class President and the class.

## **Article VIII - SADHA Committees**

### Section 1. Executive Committee

1. Members: SADHA President (Chair), SADHA officers, Class officers, a faculty advisor and all other committee Chairs
2. Duties: administration of SADHA, review of issues to be placed on business meeting agenda

### Section 2. Budget and Fund-Raising Committee

1. Members: SADHA Vice-President and Treasurer (co-Chair), at least two juniors and two seniors
2. Duties: shall be responsible for the initiation, organization and carrying out of all fundraising activities

### Section 3. Social Committee

1. Members: shall consist of at least two juniors and two seniors; a senior shall serve as chairperson
2. Duties: shall be responsible for the initiation, planning and carrying-out of various SADHA social activities.

### Section 4. Constitution and By-Laws Committee

1. Members: at least one junior and one senior

2. Duties: to review the constitution annually to ensure its currency and pertinence, and to write any revisions necessary to be approved by the executive committee

#### Section 5. Orientation Committee

1. Members: two rising-seniors (Class President, SADHA President) and senior Social Chairs.
2. Duties: to initiate, organize and carry out new junior orientations including, but not limited to, big-little siblings, welcome picnic

#### Section 6. Special Committees

1. Special committees of SADHA may be created at any time by the Executive Committee for the purpose of performing any duty not otherwise assigned by these By-Laws.

### Article IX Dental School Standing Committees of the Faculty Assembly with Dental Hygiene Student Representation

#### Section 1. Dental Hygiene Recruitment and Admissions Committee

1. Members: one junior, one senior, and one degree completion student
2. Duties: participate in student selection decisions and assist the dental hygiene faculty in recruitment efforts

#### Section 2. Dental Hygiene Curriculum Committee

1. Members: one junior, one senior, and one degree completion student
2. Duties: to work with the faculty in reviewing and evaluating and make suggestions for revisions of the academic program.

Approved by Faculty Council on February 12, 1986; Revised, June 16, 2010

### Course Policies Agreement

#### Division of Dental Hygiene University of Maryland School of Dentistry

Individuals registering for courses in the dental hygiene program must understand the parameters and constraints of this professional coursework. This course agreement sets forth parameters in an effort to make expectations clear. Please thoroughly read this document and sign and date on the signature page indicating that you have read and understand the student's responsibility in agreeing to course participation. In addition to the posting of this document on the School of Dentistry website, this agreement is also posted in the Course Information section of each Blackboard course and on the new dental hygiene student orientation Blackboard sites.

**Course access:** You are responsible for having consistent access to a computer with an Internet connection. This will enable you to access the University of Maryland School of Dentistry homepage in order to view Blackboard (BB). The University of Maryland School of Dentistry requires that all incoming students have their own laptop at the time of matriculation that meets the educational needs specified in the laptop letter from Mr. Kent Buckingham, Executive Director of the Office of Information Technology and Dr. Patricia Meehan, Associate Dean for Academic Affairs.

**Server Maintenance:** Access to the Blackboard course will remain relatively constant throughout the duration of the course. Please note that the server that houses UMB's online courses has varied scheduled maintenance times--the course may be unavailable during this time. Notification of maintenance activities are electronically posted by the campus IT administrators and available to all Blackboard users well in advance of the scheduled dates.

**Communication:** The primary method for communicating regarding dental hygiene course information should be through the Blackboard course site for the specific DHYG courses, however, when you have an urgent/private issue that needs to be discussed, you may e-mail your course coordinator or schedule an appointment during office hours.

**Americans with Disabilities Act Statement:** In accepting the offer of admission, University of Maryland School of Dentistry dental hygiene students have read and agree to adhere to the policy entitled "Technical Standards for 2 Admissions and Matriculation" which was mailed to each student offered admission and which also appears on the School of Dentistry website:  
<http://www.dental.umaryland.edu/media/sod/academic-affairs/technical-standards-072015.pdf>

This document details the policies and procedures for students with disabilities at the University of Maryland School of Dentistry.

**Academic Dishonesty:** Cheating, plagiarism, violating copyright laws and other acts of academic dishonesty are held as serious offenses. Instructors have the responsibility to report any such incident in writing to the Professional Conduct Committee (Judicial Board). Professional Conduct Committee (Judicial Board). Additionally, students have the responsibility to report such incidents to the Professional Conduct Committee. Serious penalties may be imposed which, depending on the nature of the incident, could include loss of course points, failure of the course, permanent expulsion from the class, program or college or other action deemed appropriate by the Professional Conduct Committee.

Each student enrolled in the School of Dentistry has reviewed the Judicial Policy, available electronically on the School of Dentistry website at: <http://www.dental.umaryland.edu/media/sod/academic-affairs/Judicial-Policy.pdf> signed and submitted his/her name on the statement specifying agreement to upholding the policy and has been permitted to enroll in courses upon successful completion of the exam. Each examination given in the program contains the Professional Conduct Committee (Judicial Board) policy statement. Each student submitting an examination continues to agree to uphold the policy.

**Confidentiality:** All student work and grades will be confidential. As with any computer, there is the possibility of an individual hacking into the system and confidential information being obtained. UMB maintains every effort to prevent this from happening. If you have any concerns about computer hacking, contact the School of Dentistry's Office of Information Technology help desk at 410-706-2084. If you suspect that your personal computer or files have been compromised and/or information stolen or altered, you should contact your course coordinator ASAP to file a formal incident report. It is your responsibility to reproduce any work required for the course.

**Ethical Behavior:** Students are expected to operate within the ethical boundaries of their chosen profession. All electronic communication with other classmates and the instructor must be conducted without profanity, bias or discrimination. All coursework must be conducted and turned in by the individual registered for the course. All work submitted must be original work.

**Online Tests:** See the Dental Hygiene Examination Policy located under the Course Information tab of each Blackboard course site.

**Time Commitment:** Managing professional course work requires a great deal of self-discipline and time-management skills. Though the course coordinators post their syllabus and other selected course materials in the course management system, Blackboard, in-person and live class times are scheduled to take place during a specific day(s) and time(s) of the week. Course time will be scheduled during the course's designated weekly time unless otherwise directed on the course syllabi. Course work should be completed during or before the course's weekly designated time (preannounced reading assignments, review of announced course materials, review of prior week's activities, etc.). In addition, there will be scheduled, proctored exams and other scheduled course events listed in the syllabi.

**Technical Support:** When a technical problem occurs it the student's responsibility to contact the help desk at [dshep@umaryland.edu](mailto:dshep@umaryland.edu), however you are responsible for your personal laptop. The Office of Information Technology will work to assist you but may be unable fix all issues you may be experiencing. If technical problems prevent a student from being able to submit their assignment electronically, they should send an email to the course director to explain the difficulty ASAP. If students cannot use email, they should call the course director to explain the difficulty. If students reach the course director's voicemail, they should leave a message explaining the difficulty and a phone contact where they can be reached.

**Class Announcements:** General announcements or changes to the course will be listed under the Announcements tab of BB for each course. You should use the discussion board for each course to post questions to your classmates and/or the course coordinator as you progress through the material. Specific discussion boards may be designated for student to student use and for student to faculty use.

**Course Syllabus & Requirements:** It is your responsibility to read and comprehend the content included in each course syllabus and/or manual, and all other course related materials. See individual course syllabi for specific details relating to instructor feedback and grading, communication requirements, exact course credit hours, and for each course's scheduled weekly day and time meetings and/or due dates.

**Link to Academic Information and Dental Hygiene Policies:**

<http://www.dental.umaryland.edu/academicaffairs/academic-information/policies/dental-hygiene-policies/>

## Course Policies Agreement for the Division of Dental Hygiene

### Division of Dental Hygiene University of Maryland School of Dentistry

I have read this Course Policies Agreement in its entirety, understand and accept this policy and agree to uphold the student's responsibility in registering and participating in courses that are a part of the dental hygiene program curriculum.

Signed

Date

Print Name

*Revised 11/23/16*

## Degree Requirements

1. A minimum of 120 credits\* is required for graduation from both the entry-level and Degree Completion BS programs.
2. A cumulative grade point average of 2.0 is required for graduation.
3. All courses must be passed according to course/program guidelines.

4. A diploma application must be filed with the Director of Records and Registration, University of Maryland, Baltimore before the stated deadline in order to receive the diploma at Commencement.

Reviewed 11/23/2016

## Examinations for Licensure

### National Board Dental Hygiene Examination

The National Board Dental Hygiene Examination is given by the Joint Commission on National Dental Examinations of the American Dental Association. This examination is conducted as a service to the dental hygiene profession with an ultimate goal of helping maintain a high standard of dental hygiene care for the public.

Dental hygiene practice, like that of dentistry and other health professions, is subject to individual state laws. Nearly all states now accept the National Board Dental Hygiene Examination Certificate for the written portion of state licensing examinations. Generally, dental hygiene students take this examination in the spring of their senior year. However, the exam is also offered at other times. Information and application forms will be distributed at the beginning of the spring semester.

The National Board examination must be taken online after Spring 2009.

### The Commission on Dental Competency Assessments (CDCA)

The CDCA examination consists of a clinical/patient experience and a computer based examination at Prometric Learning Centers. The clinical exam is given at University of Maryland, School of Dentistry in April. This examination is given at other sites in August and December.

The Maryland State Practice Act includes the administration of local anesthesia and nitrous oxide. Two additional prometric examinations are required. The CDCA Local Anesthesia Examination is taken as part of the certification process for dental hygienists to administer local anesthesia; and the CDCA Nitrous Oxide Examination is part of the certification process for dental hygienists to administer nitrous oxide.

### Maryland State Board Examination

Graduate dental hygienists must hold a valid license in the state in which they wish to practice. The Maryland State Board of Dental Examiners accepts the National Board Dental Hygiene Examination Certificate and the Commission on Dental Competency Assessments (CDCA). A separate application must be completed for each state in which the applicant wishes to be licensed. Applications for Maryland will be available to seniors during their last semester of study. Applicants are required to pass a prometric/written exam on the State practice act, governing dental/dental hygiene practice in Maryland, including local anesthesia and nitrous oxide administration.

Revised 11/23/16

## Grading Policies

### Clinical Grading Criteria

**Daily Grades For the daily computer grading program, clinical skills are assessed using the following criteria:**

Superior, Acceptable, Needs Improvement, Unacceptable

**Superior** (95) 90-100- Represents a high level of performance/competence with difficult cases - no improvements necessary

**Acceptable** (85) 80- 89 - Represents an acceptable level of performance /competence with minimally to moderately complex cases – minimal improvements necessary

**Needs Improvement** (75) 70-79 - Represents an average to minimal level of performance, improvements are necessary

**Unacceptable** (65) Below 70 -Represents unacceptable level of performance, significant improvements are necessary.

\*\*Highlighted score will be entered into Axium

### Competency Grades

Clinical competencies also constitute a percent of the clinic course grade and are graded from 0-100%. Students receive a zero for any incomplete clinic competency and will have one grade deducted from their final course grade for any incomplete skills assessment. An “I” for the final course grade is issued until the competency is completed. Students have until mid-term of the following semester to complete any remaining competencies from the prior semester. An “” grade is converted to an “F” course grade if competencies are not completed by the designated date. If students do not complete critical competencies (e.g., periodontal assessment, hard tissue assessment) by the end of the second semester junior year, they may not be able to participate in scheduled service learning activities.

Numerical grades for the competencies are entered into the computer using the following scale:

**Grading Scale** A 90-100 B 80-89 C 70-79 F below 70

## Classroom Grading Criteria

The criteria utilized to determine a grade are specified in each course syllabus. Percentage weightings of course components also are listed. All dental hygiene courses use the following scale:

**Grading Scale** A 90-100 B 80-89 C 70-79 F below 70

## Grades at the Time of Withdrawal and Passing Grade Criteria

The following grades are used when students withdraw after the beginning of the course: **WD - Withdraw:** This grade indicates withdrawal during the first half of the course. **WP - Withdraw Pass or WF - Withdraw Fail:** This grade denotes student performance to date when withdrawal occurs after the first half of the course.

Information related to the grading criteria for each course is distributed at the onset of the course. **All transfer courses, dental hygiene courses and courses taken for institutional credit must be passed with a C grade or better.**

*Reviewed 11/23/16*

## Limited Time for Enrollment and Time to Degree Policy

1. The B.S. Traditional and B.S. Degree Completion Dental Hygiene programs have a limited time for enrollment.
2. Continuous semester enrollment is required.
3. The Dental Hygiene Progression Committee reviews student progress at mid-term and semester conclusion and will recommend and report student advancement decisions for approval by the Faculty Council. See Academic Probation below.
4. Students must achieve a 2.00 grade point average each semester and receive passing grades in all courses to advance unconditionally to the next semester.
5. Courses may only be repeated once to obtain a passing grade and a semester and cumulative GPA of 2.00.
6. Students must attain a cumulative GPA of 2.00 or higher to qualify for graduation.
7. Students must receive a passing grade of C or higher in all courses applied to earning the Bachelor of Science Degree in Dental Hygiene including transfer, institutional, and inter- and intra-institutional credits.
8. The B. S. Traditional Dental Hygiene Program is limited to a two year enrollment.
  - a. If students are unsuccessful, the Dental Hygiene Progression Committee may recommend Academic Probation with a modified curriculum and repeat of the failed course or student dismissal from the program.
  - b. The Progression Committee may afford opportunities to complete the program in one additional year if students are unsuccessful within the usual two year enrollment
  - c. The maximum period of enrollment for the B.S. Traditional Program is three years.
9. The B.S. Degree Completion Dental Hygiene Program has a limited number of class positions for the one year and two year tracks.
  - a. Course sequencing is pre-determined by the admission track and students must maintain a GPA of at least 2.00 in all institutional and inter- and intra-institutional courses.
  - b. Degree Completion students are admitted into the respective tracks based on seat availability and will have their progress reviewed by the Dental Hygiene Progression Committee at mid-term and semester conclusion.
  - c. If students are unsuccessful, the Dental Hygiene Progression Committee may recommend dismissal from the program or afford opportunities to repeat the failed course and complete the program in one additional year.
  - d. If students were admitted to the one year track and are unsuccessful in a course, they may be afforded the opportunity to complete the program in a maximum of two years.
  - e. If students were admitted to the two year track and are unsuccessful in a course, they may be afforded the opportunity to complete the program in a maximum of three years.
10. A student may appeal any decision reached pursuant to this policy under the School's Division of Dental Hygiene established appeal process.
11. Requests for exceptions to the above timetables because of interruptions caused by illness or requested leave of absence must be made in written submission delivered to the Dean for Academic Affairs and the Director of the Dental Hygiene Program.
12. This policy does not apply to students in combined degree programs.

Approved by Faculty Assembly on September 15, 2014.

*Reviewed 11/23/2016*

## Professionalism Policy

Egregious behaviors related to professionalism (e.g., patient complaints based on student care delivery, inappropriate communication with faculty, peers and other professionals, breaches of competence clearly inconsistent with a student's semester or year in the program, etc.) can result in course failure, the lowering of a course letter grade and, in either situation, academic counseling from the Division Director and/or the Associate Dean for Academic Affairs.

Reviewed 11/23/16

## **Readmission to the Dental Hygiene Program Policy**

Subsequent to dismissal or withdrawal for academic deficiencies, readmission may be sought through reapplication to the Dental Hygiene Program. In order to initiate the readmissions process, the former student shall submit a letter to the Office of Admissions and Career Advancement, requesting readmission to the Dental Hygiene Program, with supporting documents, (i.e., current application, etc.) indicating the reasons why he/she should be reconsidered. Students dismissed for violations of the Professional Code of Conduct are ineligible for readmission.

Once the letter of application has been processed by the Office of Admission and Career Advancement, the Committee on Dental Hygiene Recruitment and Admissions will consider the student for readmission. The process of reconsideration will or may include a careful review of the student's academic record, a study of the reasons for readmission, an assessment of the student's potential for academic progress in the future, and consultation with the appropriate departments, the progression committee, and administrative and non-administrative faculty members within the Dental School. Recommendations relative to the readmission will be referred to the Committee on Dental Hygiene Recruitment and Admissions in conjunction with the Office of Admissions and Career Advancement for final decision and notification, including conditions for readmission, where appropriate. Decisions resulting from due process of this policy are not subject to appeal.

**Reviewed 11/23/2016**

## **Registration Policy**

Students must register for coursework each semester in order to maintain degree candidacy. The Dental School Office of Academic Affairs distributes specific information about registration prior to registration dates.

Those students who advance register and subsequently decide not to attend must notify both the Dental Hygiene Program and the Office of Academic Affairs prior to the first day of classes.

If the Office of Academic Affairs has not been notified by 4:30 p.m. of the last day before classes begin, it is assumed that the student plans to attend and the student assumes financial obligations for that semester.

Students may advance-register on-line through the Student User Friendly System (SURFS). After classes begin, students who wish to add/drop or withdraw must follow the university procedures and should contact the Dental Hygiene Office to initiate the process. Students who are registered for classes at other USM campuses must also follow the add/drop and withdrawal procedures at those campuses.

Students will be exempt from campus-sponsored health insurance if they present proof of comparable coverage to the Office of Student and Employee Health once each year. If such proof is not received by the Office of Student and Employee Health, the student will be required to pay for the student policy.

Students who take courses at other USM campuses while enrolled in the Dental Hygiene Program must register at both UMB and the other campus. Inter-campus registration forms may be obtained from the Office of Academic Affairs.

All courses taken at other institutions that are to be used toward graduation requirements must be documented via official transcripts submitted to the Office of the Registrar. Each student must assume responsibility for submitting all necessary transcripts.

**Reviewed 11/23/2016**

## **Tuition and Fee Payment Policy**

UMB's tuition and fees policy stipulates that all tuition and fees are due and payable on or before the due date stipulated on the bill issued by the Office of Student Accounting. Any student who does not make payment to the Cashier's Office by the due date may be denied class attendance.

Students will not be permitted to register (advance or arena registration) if they have outstanding bills. Students who are not officially registered may not be permitted to attend any classes or clinics.

# Advanced Dental Education (ADE) Programs

## Advanced Dental Education General Information

Advanced Specialty Education certificate programs are designed to provide successful candidates eligibility for examination by the appropriate specialty boards. A program of 24 months is offered in pediatric dentistry. The advanced education in general dentistry program offers a 12-month and 24-month program. The latter can be completed as a clinical program or combined with a graduate degree. The programs in endodontics, orthodontics, periodontics, prosthodontics, and oral and maxillofacial pathology are 36 months' duration. The oral and maxillofacial surgery residency/MD program extends over a period of six years and the oral and maxillofacial surgery residency certificate program extends over a period of four years. Qualified applicants for advanced specialty education programs may seek dual enrollment as candidates in combined certificate/degree programs. Successful candidates receive a certificate in a clinical specialty from the School of Dentistry and a Master of Science in Biomedical Sciences or the PhD in Biomedical Sciences or Oral and Maxillofacial Pathology from the University of Maryland Graduate School. All programs are accredited by the Commission on Dental Accreditation, the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

## Application/Admission

All applicants for specialty and residency programs must hold the DDS, DMD, or equivalent degree, and must give evidence of high scholastic achievement. All programs require a supplemental application, official transcripts of undergraduate and dental school coursework and three letters of recommendation. Requirements regarding National Board examinations vary by program. Applicants who are not citizens or permanent residents of the United States must present evidence of mastering English as a foreign language (a minimum score of 550 on the TOEFL examination is required), and must provide evidence of financial support for their studies. Further, graduates of non-U.S./non-Canadian dental schools may be required to furnish a translation and evaluation, in English, of their academic record by a certified agency. Individual specialty training programs may impose additional requirements as indicated within their program descriptions.

Applications to the programs in oral and maxillofacial surgery, orthodontics, pediatric dentistry, periodontics and prosthodontics, must be made through the Postdoctoral Application Support Service (PASS). Applications to programs in endodontics should be made directly to the School of Dentistry. Applications for the program in oral and maxillofacial pathology are submitted to the graduate school.

To be interviewed and considered for admission to an advanced education program, oral and maxillofacial surgery, orthodontics, pediatric dentistry, periodontics and prosthodontics, applicants must participate in the National Matching Service.

The endodontics program and the advanced education in general dentistry program does not participate in the National Matching Service and makes offers directly to applicants.

Students intending to pursue a Master of Science or Doctor of Philosophy degree must submit a separate application to the Graduate School.

*The application deadlines vary by program.*

Before applying to the School of Dentistry, potential applicants should note the University of Maryland policy concerning prevention and management of student and employee infection with bloodborne pathogens and the School of Dentistry's technical standards for admission and matriculation. In addition, although the admissions process does not include questions concerning any prior criminal activity, individuals who may have had a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure.

All requests for applications and additional information pertaining to specialty and residency programs should be directed to:

Advanced Dental Education Programs  
Office of Admissions, Rm. 6407  
University of Maryland School of Dentistry  
650 West Baltimore Street  
Baltimore, MD 21201

The School of Dentistry's Web home page provides current information about all programs and admissions requirements. All requests for applications or information pertaining to the graduate programs should be directed to:

University of Maryland Graduate School  
621 West Lombard Street, Room 336  
Baltimore, MD 21201

## Facilities

All specialty programs except oral and maxillofacial surgery use individual operatories on the 2nd, 3rd and 4th floor of the dental school in an area designated Advanced Specialty Clinics. Programs provide conference rooms for students and maintain appropriate laboratory and research facilities. Students have access to the Health Sciences and Human Services Library on the campus as well as the National Library of Medicine in Bethesda, Maryland. Also available within the dental school is an Independent Learning Center where students may use materials in a variety of media. The program in oral and maxillofacial surgery is based in the University of Maryland Medical Center, a large metropolitan teaching hospital adjacent to the dental school.

## Financial Support

Stipends for postgraduate candidates may be available on a limited basis. Information regarding the extent of these stipends can be obtained by writing to individual program directors. The oral and maxillofacial surgery program provides a stipend through the Graduate Medical Education office of the University of Maryland Medical Center.

## Requirements for Certification

A certificate of training is awarded to candidates who have satisfied all requirements of the program and have paid all debts to the University. Selected students in joint certificate and graduate programs who enter into a training agreement are required to complete the requirements of both programs before a certificate is awarded.

## Academic Standards for Certification

In the evaluation of postgraduate student performance, the following letter grades are used:

A, B, C	passing
F	failing
I	incomplete

Students must maintain an overall B average. A course in which a grade of less than B is received may be repeated at the discretion of the department. The grade in the repeated course, whether it is higher or lower than the original grade, replaces the original grade. All failing and incomplete grades must be removed before a certificate is conferred. A course with an incomplete grade does not have to be repeated, but the requirements of the course must be satisfied before a certificate is conferred.

Further, students must demonstrate clinical competency in all areas of patient management and treatment. Any student who fails to meet these academic standards in a given semester may not be permitted to continue in the program.

## Advanced Dental Education Policy

From AEGD Orientation Manual – 2015-2016

6/17/03

### Academic Due Process

### Advanced Dental Education (ADE) Programs

#### Dental School, University of Maryland, Baltimore

*All matters of professional ethics and conduct that involve ADE students will be referred to the Judicial Board of the Dental School for adjudication. The ethical and conduct standards for student enrolled in ADE programs are identical to the standards of conduct for students enrolled in the pre-doctoral and dental hygiene programs. Judicial Board matters are not governed by the policy contained in this document. An Advanced Dental Education student who believes he or she has been harassed on the basis of his/her sex shall be referred to the UMB Policy on Sexual Harassment of Students, VI-1.20(B).*

### I. Academic Standards

1. Students in ADE Programs are expected to maintain high levels of academic success. Academic dismissal from an ADE Program can result from failure to achieve a Program's requirements or failure to meet minimal levels of academic achievement as they are defined in the *Catalog of the Baltimore College of Dental Surgery*. Clinical competence in all areas of patient management and treatment constitutes a vital sector of academic achievement. A student must maintain a B (3.0) or better overall average to remain in good standing. If the student's performance falls below this level of performance he/she will be placed on academic probation during the following semester. In the event that the student's overall average remains below a 3.0 at the end of the semester of probation, he/she will be dismissed from the Program. All failing and incomplete grades must be rectified before a certificate is conferred.

2. Faculty will provide feedback to students in all matters related to didactic and clinical performance. This feedback can be oral or written, but must be in writing, at appropriate intervals, as determined by each Program's accreditation standards noted under "Evaluation." Program directors will ensure that each ADE student receives a copy of the Program's Accreditation Standards as part of the program orientation for new residents.

## II. Unsatisfactory Performance

1. Unsatisfactory performance in knowledge, skills, clinical competence and/or patient management may be documented in several ways, and corrective actions or sanctions can range from oral or written counseling to dismissal from the Program. The process for such actions is as follows:
  - a. Initial notification of a deficiency/problem can be addressed orally by the program director or the faculty identifying the problem. After so doing, a dated notation will be placed in the student's file by the program director.
  - b. Should the problem continue, or new problems develop, the student will be sent a letter or counseling form by the program director, identifying the deficiency/deficiencies and required actions to be taken by the student to correct the deficiency/deficiencies. A time period for correcting the deficiency/deficiencies will be specified. A copy of the counseling form will be kept in the program or course director's file, and a copy will be sent to the Assistant Dean for Research and Graduate Studies. The student should acknowledge receipt of the letter or counseling form by signing the original and returning it to the program director. The letter or counseling form will be placed in the student's file. The student should keep the copy for future reference.
  - c. Should student performance still not improve, the program director, or program's designate acting in (his/her)stead, will notify the student in writing that he/she will be placed on academic probation. Actions required of the student and a time line (not exceeding those of academic probation noted above) to correct the deficiency/deficiencies will be detailed in the letter. The student must sign the letter, keep a copy for his/her files and return the original letter to the program director, who will place the letter in the student's file. Copies will be sent to the department chair and the Assistant Dean for Research and Graduate Studies.
  - d. If the student fails to rectify the deficiency/deficiencies in the time specified, the program director, in consultation with the program faculty, will recommend dismissal from the program to the department chair, the Assistant Dean for Research and Graduate Studies, and the Advanced Dental Graduate Education (ADGE) Committee. The ADGE Committee will review the recommendation for dismissal.

## III. Review

1. The student will be given the opportunity to be heard by the ADGE Committee on the recommendation for dismissal by offering his/her own statements, and, if appropriate, testimony of witnesses and presentation of evidence. The ADGE Committee may choose to call for further testimony and documents. Hearsay evidence is admissible only if corroborated. Any irrelevant or unduly repetitive evidence will be excluded. If the student fails to appear for his/her hearing without good cause, he/she will be deemed to have waived his/her right to meet with the ADGE Committee.
2. Following its review and any subsequent meetings, the ADGE Committee will conduct its deliberation and make a decision on the basis of a majority vote. If the ADGE Committee determines that the student should be dismissed, the recommendation will be forwarded to the Dental School's Faculty Council for action. In the case of dismissal decisions, the Assistant Dean for Research and Graduate Studies will notify the student in writing that s/he has been dismissed from the Program.
3. The Assistant Dean for Research and Graduate Studies shall maintain the documentary evidence from the hearing for at least 4 years from the date of the hearing. The student may obtain a copy of the record upon paying the cost of reproduction.

## IV. Appeals Process

1. In the event that the student elects to appeal the dismissal decision, the student may not take part in any academic or clinical activities of the program until and unless action on the appeal reverses the decision for dismissal.
2. If the student disputes the dismissal, he/she may contact the Program Director within five business days of notification of dismissal for informal discussion. Should the student remain dissatisfied, the student may file a formal appeal.
3. A student wishing to file a formal appeal of a dismissal decision must initiate the appeal process regarding dismissal from the Program within 10 business days of receiving the written notification. The appeal must be submitted in writing to the Assistant Dean for Research and Graduate Studies. The written appeal must include: the decision the student is appealing; the specific ground for the appeal (only newly discovered evidence or lack of due process); and the academic status that the student is requesting. The student may present and prioritize more than one alternative to dismissal from the Program.
4. The Assistant Dean for Research and Graduate Studies will review the appeal and designate a three person Appeals Panel. Faculty who have been substantially involved in this or any other decision or actions against the student prior to dismissal are excluded from the Panel. Where possible and practical, the Panel will consist of three members of the full-time faculty. The Assistant Dean for Research and Graduate Studies will appoint one of these three as Chairperson of the Appeals Panel.

5. The Chairperson will then schedule a meeting with the members of the Panel within 5 business days when possible or practical. The Panel will determine whether the student's written appeal meets the criteria outlined in C. and report their decision in writing to the Assistant Dean for Research and Graduate Studies. Should the Panel determine that an appeal lacks the required evidence, the appeal will be denied. In these circumstances, there is no further appeal.
6. If the Panel determines that newly discovered information, not originally considered by the ADGE Committee does exist, then the matter should be referred back to the ADGE Committee for reconsideration.
7. If the Panel determines that there was a failure of due process, an appeal on the record will be heard. The decision of this Panel will be final. The student and the Assistant Dean for Research and Graduate Studies will be notified of the decision in writing.

Approved by Dental School Faculty Council: April 8, 2003

Approved by University Counsel: June 19, 2003

Approved by Dean: June 30, 2003

## Specialty Programs

### Advanced Education in General Dentistry

#### General Information

Advanced Education in General Dentistry is a one-year residency program with an optional second year of advanced study and practice. There is also a two-year comprehensive program of advanced study that can be pursued as either a clinical tract or with joint matriculation in the Master of Science program. A PhD program in conjunction with the department of oral and craniofacial biological sciences may also be combined with the Advanced Education in General Dentistry program.

#### Facilities

The Advanced Education in General Dentistry program operates within the dental school in its own clinic facility specially designed to include treatment areas as well as associated support areas.

#### Financial Support

Advanced Education in General Dentistry (AEGD) residents who are graduates of an accredited U.S. or Canadian dental school receive a stipend from the UMB School of Dentistry. In addition, the student is not responsible for paying the UMB School of Dentistry tuition and fees. Graduates of international dental schools are responsible for tuition and fees and do not receive a stipend; however, international students who are simultaneously enrolled in a Master's do not pay additional tuition for graduate-level master's courses.

#### Requirements for Certification

A certificate is awarded to candidates who have satisfied all requirements of the program and have paid all debts to the University. Selected students in joint certificate and graduate programs who enter into a training agreement will receive a master's degree diploma and certificate when they complete the requirements of the programs.

#### Academic Standards for Certification

In the evaluation of student performance, the following grades are used:

H	honors - superior
P	pass - satisfactory
F	fail - unsatisfactory
I	incomplete

Students must demonstrate competency in all clinical and nonclinical areas of the program. Any student who fails to do so may not be permitted to continue in the program.

#### Objectives

Each Resident shall:

- Act as a primary care provider for individuals and groups of patients. This includes: providing emergency and multidisciplinary comprehensive oral health care; providing patient focused care that is coordinated by the general practitioner; directing health promotion and disease prevention activities, and using advanced dental treatment modalities.

- Plan and provide multidisciplinary oral health care for a wide variety of patients including patients with special needs.
- Manage the delivery of oral health care by applying concepts of patient and practice management and quality improvement that are responsive to a dynamic health care environment.
- Function effectively and efficiently in multiple health care environments within interdisciplinary health care teams.
- Apply scientific principles to learning and oral health care. This includes using critical thinking, evidence or outcomes-based clinical decision-making and technology-based information retrieval systems.
- Utilize the values of professional ethics, lifelong learning, patient centered care, adaptability, and acceptance of cultural diversity in professional practice.
- Understand the oral health needs of communities and engage in community service.

The two year AEGD program incorporates all the goals and objectives of the one year program and is designed to expand the educational opportunities offered by gaining experience in managing highly complex comprehensive dental care.

### **Scope of Training: One-Year Program**

The clinical experiences for each student incorporate a broad range of clinical cases and are designed to match specific needs and interests. Faculty assign patients on the basis of type and complexity of treatment required. Students assume the responsibility for total patient treatment and learn to serve as principal coordinator when specialist care is required.

The Advanced Education in General Dentistry environment simulates a private group practice and is one in which students are exposed to new techniques and concepts in patient care. This atmosphere is enhanced by ongoing clinical research in materials and devices, and the clinical treatment of Advanced Education in General Dentistry patients by attending faculty. Chairside dental auxiliaries, fulltime hygienists, receptionist/clerks, and financial personnel facilitate the efficient delivery of services.

While students spend 85 percent of their time in the Advanced General Dentistry clinic practice facility, the remaining 15 percent is devoted to seminars that cover all dental specialties. These seminars are presented by senior faculty of the School of Dentistry and private practitioners, as well as by the Advanced Education in General Dentistry faculty.

First-year students can apply for an optional second year of training that continues and expands the postgraduate program's clinical and didactic components. Second-year students manage increasingly complex comprehensive care cases, including the placement and restoration of dental implants, and participate in the regular seminar series. In conjunction with the program director, these students also develop an in-depth seminar and literature review program to meet their individual interests and objectives. Second-year students may also be provided an opportunity to pursue areas of individual clinical and/or didactic concentration one-half day per week; e.g., conscious sedation, special patient care, oral surgery. These additional experiences must be approved by the program director.

### **Number of Positions: One-Year Program**

4 to 9

### **Scope of Training: Two-Year Program**

This program pursues the one-year objectives while the curriculum emphasis can be either clinical or centered around matriculation in the Master of Science program offered within the dental school. The intent is to direct potential careers into education/research, advanced general or specialty practice. At the same time, students treat increasingly more difficult comprehensive care patients, increase their level of independent clinical activity, and improve practice management skills. Research required for thesis development is usually conducted in a clinical or laboratory setting and offers a wide selection of interest areas such as ongoing materials studies based in restorative and esthetic dentistry, special patients, geriatrics, TMD, and implantology. Additional opportunities may be specifically tailored to provide experiences at extramural training sites, and experience in preclinical and clinical teaching areas may be provided. An additional six months to one year may be necessary beyond the 24-month program to ensure completion of all requirements for the Master of Science program. For those interested, a PhD program is available contingent on acceptance by the program and the Graduate School. Contact the program director if you desire to be considered for this program.

### **Number of Positions: Two-Year Program**

Two per year

### **Site of Training**

The Advanced General Dentistry clinic is located on the 2nd floor of the dental school. This clinical facility consists of 20 units and all associated support areas such as reception, X-ray, and laboratory and contains state-of-the-art equipment such as a CO2 laser, digital radiography, digital impressions, CAD CAM (CEREC) dentistry, dental microscope, rotary endodontics, and air abrasion unit.

## Endodontics

### Objectives

- To train dentists to become specialists in the field of endodontics with the objective of pursuing careers in private practice, academics, or health related fields.
- To provide in-depth training in the basic sciences as related to endodontics and to have the graduate integrate this background into endodontic practice.
- To provide advanced education and training in the field of endodontics consistent with the standards provided by the American Dental Association's Commission on Dental Accreditation.
- To prepare residents to design, conduct, analyze, and discuss a scientific research investigation.
- To provide an atmosphere that fosters the appreciation of the importance and advantages of membership and participation in organized dentistry.
- To prepare residents to become Diplomates of the American Board of Endodontics.
- To provide an environment conducive to evidence-based practice and life-long learning.

### Scope of Training

The program integrates biological and clinical sciences to teach evidence-based endodontics by integrating the best research evidence with clinician expertise and patient values. Lectures, seminars, and literature reviews cover ethics and professionalism, biomedical sciences, clinical sciences, the history of endodontics, teaching methodology, jurisprudence, risk management, practice management and medical emergencies. Residents also participate in the preclinical and clinical mentoring of predoctoral students. Residents attend and/or present at professional meetings, study clubs, and continuing education courses held within and outside of the University. All residents dually enroll in the Graduate School's MS program in oral biology. Consideration to opt out of the MS degree is given to those who hold a similar degree or higher upon entering the endodontics certificate program. Regardless of enrollment in the MS degree program, all residents must participate in research and compile the results of the project in either a manuscript suitable for publication, a master's thesis, or a Ph.D. dissertation. Although there is time for treating patients, most of the biomedical science courses are scheduled in the first year of study. The second and third years emphasize teaching, research activities and clinical sciences including diagnosis, treatment planning and prognosis; non-surgical and surgical endodontic treatment and retreatment; a variety of endodontic techniques; outcome evaluation; radiography and other diagnostic imaging technologies; management of medically compromised patients; emergency treatment for endodontic conditions; management of orofacial pain and anxiety; preparation of space for intraradicular restorations in endodontically treated teeth; communication with patients and health care professionals; and the use of magnification and light in endodontic treatment.

### Site of Training

The training site is the University of Maryland School of Dentistry's Postgraduate Endodontics Practice.

### Number of Positions

Three per year

### Special Admission Guidelines

- High scholastic achievement.
- Clinical experience weighted heavily.
- A personal interview is desirable.

### Length of Program

36 months, Certificate with Master's degree.

Thirty-six (36) months.

## Oral and Maxillofacial Pathology

### Objectives

- To prepare students for a career as an oral pathologist in clinical practice and/or academics.
- To allow individuals to obtain substantial experience in clinical care, teaching and research.

- To fulfill the educational requirements for specialty certification by the American Board of Oral and Maxillofacial Pathology.

### **Scope of Training**

Students gain experience and training in surgical oral pathology, oral medicine, radiology, clinical pathology, systemic pathology and the basic sciences. An extensive series of lectures, seminars, literature review, applied teaching and case conferences are conducted to provide a comprehensive curriculum that meets the requirements for the American Board of Oral and Maxillofacial Pathology certification. Each student is required to complete a research project and do a poster presentation or prepare a manuscript for publication. By the end of the specialty training, residents can apply to have their completed graduate coursework count towards the course requirements for the Master of Science (M.S.) or Philosophy Doctorate (Ph.D.) in Oral and Experimental Pathology through the Graduate School, University of Maryland. Candidacy research work of an extra 2 to 3 years shall lead to a Ph.D. thesis dissertation.

### **Site of Training**

Most clinical training and didactic courses are conducted within the Department of Oncology and Diagnostic Sciences, School of Dentistry and Department of Surgical Pathology, School of Medicine, University of Maryland Baltimore campus. Training can also be received in Veterans Affairs Medical Center or other schools of The University of Maryland campus, The Johns Hopkins University and the Walter Reed National Military Medical Center.

### **Number of Positions**

Five

### **Length of Program**

Three years (36 months)

### **Special Admission Requirements**

- DDS, DMD, or equivalent degree
- Students must have acceptable scholastic achievement at the pre-doctoral level
- Admission through the Dental School
- Professional experience
- Personal interview may apply

### **Oral and Maxillofacial Surgery**

#### **Objectives**

- To prepare individuals for a career in the specialty of oral and maxillofacial surgery.
- To fulfill educational requirements for specialty certification by the American Board of Oral and Maxillofacial Surgery.
- To fulfill the requirements for specialty training of the Commission on Dental Accreditation.
- To fulfill fellowship requirements set forth by the American Association of Oral and Maxillofacial Surgeons.
- To fulfill the educational requirements for the MD degree and licensure.
- To fulfill the educational requirements for general surgery internship program completion.

### **Scope of Training**

#### **Six Year Track**

During the first year, students enter residency training in oral and maxillofacial surgery at the University of Maryland Medical System and University of Maryland School of Dentistry. Students participate in clinical exodontia procedures and other dentoalveolar surgery. They attend patient rounds, oral pathology seminars, a course in physical diagnosis, combined surgical orthodontic conferences, clinical pathology conferences, implant conferences, and they are assigned a three-month, off-service rotation with the Department of Anesthesiology at the University of Maryland Medical System.

During the second and third years of the residency, the oral and maxillofacial surgery residents will enter the University of Maryland, School of Medicine at the level of the second year of medical school. The residents are undergraduate medical students for the next two years. At the end of the third year of the program the trainees will graduate with an MD degree after they have successfully achieved all medical school requirements and pass USMLE steps 1 and 2.

In the fourth year of residency, the resident will enter a one-year internship in general surgery at the University of Maryland, School of Medicine. This one-year period of training will qualify the resident to obtain medical licensure in most states. During this period, the trainee will gain experience in both general medical management of the surgical patient and in principles of general surgery with rotations in trauma surgery, plastic surgery, transplant, vascular, pediatric and surgical intensive care.

The fifth year of the residency program is at University of Maryland Medical System and the School of Dentistry. Fifth-year residents perform complex ambulatory surgery in the surgery clinics of the School of Dentistry and University of Maryland Medical Center. In addition, fifth-year residents are introduced to major maxillofacial surgery procedures in the operating room. Trainees rotate through a community private practice (Howard County OMS). Trainees attend all departmental conferences and receive advanced instruction in oral and maxillofacial surgery. Research is considered an important factor, and all trainees are required to participate in a research project during the fifth year, suitable for presentation at the American Association of Oral & Maxillofacial Surgeons annual meeting and eventual publication. Fifth-year residents generally attend at least one regional conference of interest to oral and maxillofacial surgery.

The sixth year of residency is at the University of Maryland Medical System and the Shock Trauma Center. The chief residents are responsible for the direction of the surgical team on their service and for the care of hospitalized patients. The chief resident functions as first assistant for all of the operating room surgical procedures performed during the year. During this year, residents participate in all conferences held by the department and continue their research projects. Generation of at least one publication or presentation of an abstract at the AAOMS annual meeting is expected.

#### **Four Year Track**

During the first year, students enter residency training in oral and maxillofacial surgery at the University of Maryland Medical System and University of Maryland School of Dentistry. Students participate in clinical exodontia procedures and other dentoalveolar surgery. They attend patient rounds, oral pathology seminars, a course in physical diagnosis with other dental residents, combined surgical-orthodontic conferences, implant conferences, and they are assigned a five-month, off-service rotation with the Department of Anesthesiology.

During the second year, residents are assigned to a two-month trauma surgery rotation at the Shock Trauma Center, a four-month rotation with the Department of General Surgery and a two-month rotation in the Department of Internal Medicine. The remaining months are spent with the oral and maxillofacial surgery service at a more senior level. The second year resident serves as the primary resident at the Sinai Hospital of Baltimore taking call and operating the trauma and elective cases done there.

The third year of the residency program is at University of Maryland Medical System, Shock Trauma Center and the School of Dentistry. Third-year residents perform complex ambulatory surgery in the surgery clinics of the School of Dentistry and University of Maryland Medical Center. In addition, third-year residents participate in major maxillofacial surgery procedures in the operating room. Trainees rotate through a community private practice (Howard County OMS). Trainees attend all departmental conferences and receive advanced instruction in oral and maxillofacial surgery. Research is considered an important factor, and all trainees are required to participate in a research project during the third year, suitable for presentation at the American Association of Oral & Maxillofacial Surgeons annual meeting and eventual publication. Third-year residents generally attend at least one regional conference of interest to oral and maxillofacial surgery.

The fourth year of residency is at the University of Maryland Medical System and the Shock Trauma Center. The chief residents are responsible for the direction of the surgical team on their service and for the care of hospitalized patients. The chief resident functions as first assistant for all of the operating room surgical procedures performed during the year. During this year, residents participate in all conferences held by the department and continue their research projects. Generation of at least one publication or presentation of an abstract at the AAOMS annual meeting is expected.

#### **Site of Training**

During the course of the program, students will rotate through training sites at the School of Dentistry, University of Maryland Medical System, Shock Trauma Center, Sinai Hospital, intramural faculty practice and in private practice at Howard County OMS. Optional off-service rotation to other institutions in the United States will be considered on an individual basis.

#### **Facilities**

Training sites are all fully equipped for the performance of both routine and complex oral and maxillofacial surgical assessment and management.

#### **Number of Positions**

Three residency positions per year (2 six year positions; 1 four year position)

#### **Special Admission Guidelines**

- Applicants should rank in the upper 15 percent of their dental class.
- Applicants should have completed the NBME CBSE examination.
- Applicants require three letters of recommendation.

- A formal interview is required before acceptance of candidates.
- In accordance with University of Maryland School of Medicine policy, applicants to the combined OMSMD program must be U.S. or Canadian citizens and have a U.S. or Canadian undergraduate degree.

### **Length of Program**

Six years (72 months), including two years at the University of Maryland School of Medicine, and one year in general surgery internship at the University of Maryland Medical System. Four years (48 months), including one year of rotations on various medical services.

### **Head and Neck Oncology/Microvascular Reconstruction Surgery**

#### **Objectives**

To prepare individuals for a career in head and neck oncology and Microvascular reconstruction surgery; to fulfill fellowship requirement set forth by the American Association of Oral Maxillofacial surgery

#### **Scope of training**

Fellows are accepted to the head and neck oncology/ microvascular reconstruction fellowship after completion of an OMFS/MD certificate program. It is a two year fellowship training program at the University of Maryland Medical Center. During these two years, they are trained in techniques in microvascular reconstruction, tumor extirpation in the head and neck, and robotic surgery. Fellows attend patient rounds, conferences, oncology clinics and head and neck tumor board conferences. They also participate in rotations in medical oncology and radiation oncology. They are expected to conduct research and publish peer review papers during their training.

### **Orthodontics**

#### **Objectives**

- To educate and train postdoctoral students in the knowledge, skills and critical judgement required to practice the specialty of orthodontics and dentofacial orthopedics.
- To develop the postdoctoral student's ability to understand, assess and add to clinical research by participation in scholarly research activities.
- To prepare the postdoctoral student to fulfill the requirements necessary for certification by the American Board of Orthodontics.
- To prepare the postdoctoral student to become educators in their field of expertise.
- To encourage the postdoctoral student to provide service to the community by participating in volunteer activities.

#### **Scope of Training**

Students gain experience in the treatment of patients with all types of dentofacial deformities. A broad mastery of alternative techniques with different variations of the Edgewise appliance is emphasized, along with modern forms of removable appliances. Treatment is provided for adults, adolescents, and children. Students also provide orthodontic treatment in complex rehabilitation cases in coordination with graduate students in prosthodontics, periodontics, endodontics, and pediatric dentistry. Surgical orthognathic cases are treated in conjunction with oral and maxillofacial surgery residents at the University of Maryland Medical System.

Through an extensive series of lectures, seminars, and case conferences, a comprehensive didactic background in relevant basic sciences and clinical orthodontics is provided. Each student, working with faculty supervisors chosen from the dental school and university, must complete an original research project.

While pursuing a certificate in orthodontics, students are enrolled in a Master of Science degree program in biomedical sciences. Courses taken for the master's degree also satisfy some certificate requirements. Students also serve as instructors in the predoctoral didactic, pre-clinical and clinical programs.

#### **Site of Training**

Most of the clinical and didactic program takes place within the School of Dentistry. The clinical program is conducted in a modern, seventeen chair clinic. Off-campus experiences include attendance at the craniofacial anomalies clinic at James Lawrence Kernan Hospital and The Johns Hopkins Hospital. The program brings in guest lecturers, and students attend continuing education courses sponsored by the Maryland State Society of Orthodontics, The Middle Atlantic Society of Orthodontists, and the American Association of Orthodontists.

#### **Number of Positions**

Four

**Length of Program**

Three years

**Pediatric Dentistry****Objectives**

- To prepare individuals for careers in patient care, public health, or academics.
- To develop clinical skills in treating normal children with advanced dental needs, as well as growth and development or handicapping conditions.
- To encourage our trainees to be lifelong learners and to make a difference in society.
- To prepare our trainees to be successful in obtaining Board Certification in the specialty of Pediatric Dentistry.
- To fulfill the educational requirements for specialty certification by the American Board of Pediatric Dentistry.

**Scope of Training**

Academic course work occupies approximately 20 percent of the postdoctoral students' time and includes case conferences, research methods, orthodontic diagnosis, laboratory technique, literature review, oral pathology, general anesthesia rotation, pediatrics rotation, applied teaching, etc. The residency is based at the School of Dentistry and the University Hospital, with additional experience at Kernan Hospital and Family Health Centers of Baltimore. Residents provide comprehensive dental care to their assigned patients as well as have emergency rotations. Residents also participate in conferences with the interdisciplinary medical staffs. Each student is required to complete a research project and do a poster presentation or prepare a manuscript for publication. The resident receives a certificate and meets the eligibility requirements for the American Board of Pediatric Dentistry. This program combined with a Master's degree, requiring an additional year, is intended for the clinician who wishes to pursue a career as a teacher/researcher.

**Site of Training**

The primary site of training is the dental school which has a 22 chair clinic devoted to Pediatric Dentistry. Other sites include the University of Maryland Medical Center, Johns Hopkins Hospital, Family Health Centers of Baltimore and University of Maryland Orthopedic and Rehabilitation Center (Kernan Hospital).

**Number of Positions**

Five positions in MATCH

**Special Admission Guidelines**

- PASS/MATCH Program
- Documentation of scholastic achievement, motivation and leadership. Recommendations from individuals well acquainted with the candidate.
- Professional experience.
- Personal interview.

**Length of Program**

Two years (3 years for Master's degree)

**Periodontics****Objectives**

- Graduate clinicians who demonstrate proficiency with the diagnosis, treatment planning, and comprehensive treatment of periodontal diseases and dental implants.
- Graduate clinicians who demonstrate proficiency with the management and the long-term supportive therapy of periodontal and implant patients.
- Provide graduates with a strong foundation in the scientific basis for specialty practice in periodontics, with particular emphasis on the critical use of current literature and knowledge.
- Prepare clinicians to become Diplomates of the American Board of Periodontology.

- Provide graduates with a foundation in the basic sciences sufficient to understand current literature and evaluate future advances relevant to the clinical practice of periodontics and implant therapy.
- Prepare clinicians to work in cooperation with general practitioners and other health care specialists in the delivery of optimal comprehensive dental care.
- Graduate clinicians who discover, preserve, and disseminate knowledge as well as contribute to the profession, education, and society.

## **Scope of Training**

The Advanced Dental Education Program in Periodontics is designed to train residents in all facets of periodontology and to prepare them to become Diplomates of the American Board of Periodontology. The program is based in a core curriculum of traditional periodontics that includes training in all aspects of diagnosis, prognosis, and treatment planning. Residents become proficient in all currently accepted modalities of surgical and nonsurgical therapy. The program provides a strong foundation in the scientific basis for specialty practice in periodontics, with particular emphasis on the critical use of current literature and knowledge. Diversity in the training of faculty exposes each resident to various concepts of conventional surgical and non-surgical therapy.

Residents gain experience in managing a periodontal maintenance program. Extensive training is provided in implantology, which includes surgical preparation of the implant site and placement of implants. Clinical experiences also include contemporary bone regeneration techniques for alveolar ridge and maxillary sinus augmentation. Postgraduate students receive in-depth instruction in all areas of conscious sedation and gain experience in the administration of conscious sedation, including clinical exposure to intravenous sedation and administration of conscious sedation. There will be complete sufficient didactic and clinical case experiences necessary to be certified to provide conscious sedation.

Residents receive experience in treating patients with all categories of periodontal diseases, particularly those patients with advanced stages of the diseases. Clinical training in oral medicine includes periodontal treatment of older adults and medically compromised patients as well as the management of non-plaque related periodontal diseases and disorders. Lectures, seminars, and conferences are held in diagnosis, prognosis, and treatment planning, surgical techniques, periodontal maintenance, implantology, and practice management. Seminars are conducted with other specialties to interrelate all fields of dentistry and medicine; with guest consultants who are experts in their field; and with postdoctoral students in periodontics from other teaching institutions. During assignments at the Baltimore Veterans Affairs Medical Center, residents learn diagnostic methods in laboratory medicine. Residents lecture and provide clinical supervision to predoctoral dental students. The preparation and documentation of cases is a requirement for graduation from the program.

Residents will also apply for admission to the Master of Science (M.S.) program in Biomedical Sciences through the Graduate School, University of Maryland. Graduate coursework successfully completed as part of the specialty program also fulfills course requirements for the M.S. program. Residents are required to conduct a research project and to complete a paper acceptable for submission to a peer-reviewed journal or thesis in partial fulfillment of the requirements for Certificate in Periodontics. Graduates of the Advanced Dental Education Program in Periodontics receive a Certificate in Periodontics upon successful completion of program requirements. Upon submission and successful defense of the master's thesis, residents are awarded the M.S. degree in Biomedical Sciences by the Graduate School. Completion of the requirements for the M.S. program normally occurs during the Spring Semester of the third-year of the specialty program.

The Baltimore-Washington area is rich in institutions for clinical and basic science expertise, and residents are given opportunities to interact with these valuable resources.

## **Site of Training**

The major site of training is the dental school. Coursework also is taken at the Veterans Affairs Medical Center.

## **Number of Positions**

Three

## **Special Admission Guidelines**

- Applicants must have passed Parts I and II National Board Dental Examinations, with an average score of 85 or higher considered competitive.
- Applicants should rank in the upper 20 percent of their dental class.
- An interview is required before acceptance of candidates.

## **Length of Program**

Three years (36 months)

## **Prosthodontics**

### **Objectives**

- To provide a historical perspective of prosthodontics in a manner that will permit and encourage the student to make objective evaluations.
- To provide a comprehensive background of those biologic and allied sciences relevant to diagnosis, planning, and treatment of routine and complex prosthodontic problems.
- To provide clinical treatment experiences in the various aspects of prosthodontics with emphasis upon attainment of skills and judgment in treating complex patients.
- To prepare the candidate for examination by the American Board of Prosthodontics.
- To prepare the candidate for teaching at predoctoral or postgraduate levels.

### **Scope of Training**

Students are trained to manage and treat complex prosthodontic patients, to include implants-surgical and restorative, maxillofacial, fixed, and removable cases. Lectures, seminars and conferences are held in basic biologic sciences and allied dental sciences related to prosthodontics. Postgraduate students gain experience in teaching as they provide clinical instruction to predoctoral dental students. Training in research methodology is an integral part of the program and culminates as each candidate conducts and presents a research project. A Master of Science degree is available and encouraged.

### **Site of Training**

Major site of training is the dental school.

### **Number of Positions**

Three

### **Length of Program**

Three years (36 months)

### **Special Admission Guidelines**

- Students must have acceptable scholastic achievement at the predoctoral level.
- Clinical experience is preferred.
- A personal interview is required.
- References are required.

### **Length of Program**

Three years (36 months)

# Graduate Programs

## Graduate Programs General Information

Graduate programs leading to the Doctor of Philosophy (PhD) and Master of Science (MS) degrees are offered as follows:

### PhD

- Biomedical Sciences
- Oral and Experimental Pathology (MS: PhD)

### DDS/PhD

DDS/MPH or DDS/MSCR

Certificate/MS-PhD

Special admissions requirements are noted for each graduate program. Persons who meet these requirements may apply for admission to the Graduate School through an online application form at the University of Maryland, Graduate School website. <http://graduate.umaryland.edu/>

## Doctor of Philosophy in Biomedical Sciences

School of Dentistry faculty and programs are affiliated with the Graduate School at the University of Maryland.

Applicants seeking admission to the PhD program(s) should consult the dental school website for more information and to apply on-line.

The Doctor of Philosophy degree offered through this program is designed for dental professionals who wish to develop careers in science. The doctoral program includes directed coursework, seminars and research experiences. Scholarly activities within the program prepare students to become independent research investigators and competent teachers.

### Length of Program

Four to Five Years

### Special Requirements

DDS, DMD, or equivalent degree

More information can be found at <http://www.dental.umaryland.edu/research/graduate-programs/biomedical-phd-program/>

## Doctor of Philosophy in Experimental Pathology

School of Dentistry faculty and programs are affiliated with the Graduate School at the University of Maryland.

Applicants seeking admission to the PhD program(s) should consult the dental school website for more information and to apply on-line.

### Objectives

- To prepare individuals for an academic career in the discipline of clinical and experimental oral pathology.
- To fulfill educational requirements for specialty certification by the American Board of Oral and Maxillofacial Pathology.

### Scope of Training

In this unique program, which is one of only 14 nationally accredited programs, students receive experience and training in surgical oral pathology, clinical oral pathology, and the basic sciences. An extensive series of lectures, seminars, and case conferences are conducted to provide a comprehensive curriculum that meets the requirements both for American Board certification and the confirmation of a graduate degree from the University of Maryland Graduate School. A faculty advisor is assigned to guide each candidate through the didactic curriculum and research thesis. Research interests of the faculty include cancer biology, cancer immunology, connective tissue, bone, stress proteins, retroviruses, microbiology and epidemiology of oral disease.

### Site of Training

Most clinical training is conducted within the Department of Oncology and Diagnostic Sciences of the University of Maryland, School of Dentistry. Didactic courses are taken in various schools on the University of Maryland campus. Electives and special courses may also be taken at the University of Maryland College Park campus or at The Johns Hopkins University. All of the above sites, as well as the National Institutes of Health and the National Library may serve as resources for the development and completion of the research thesis.

### **Number of Positions**

No limit

### **Length of Program**

PhD, four years to five years

### **Special Requirements**

- DDS, DMD, or equivalent degree
- Students must have acceptable scholastic achievement at the pre-doctoral level
- Admission through the Dental School
- Professional experience
- Personal interview may apply

## **Combined Doctor of Dental Surgery and Doctor of Philosophy (DDS/PhD)**

School of Dentistry faculty and programs are affiliated with the Graduate School at the University of Maryland.

Applicants seeking admission to the PhD program(s) should consult the dental school website for more information and to apply on-line.

To meet the strong demand in the oral health arena in Dental Education, the DDS/PhD program prepares outstanding clinical and basic biomedical scientists who are thoroughly versed in the science underlying clinical practice and capable of identifying and addressing significant problems in oral health. Students complete the dental program's predoctoral requirements with the addition of graduate level basic science research training, progressing through doctoral degree candidacy and doctoral dissertation. Upon completion of all dental predoctoral and graduate requirements, students receive the DDS and PhD degrees simultaneously.

### **Length of Program**

Seven years

### **Curriculum**

In years one and two, DDS/PhD students complete the dental program's preclinical requirements with the addition of graduate level basic science courses, weekly research seminars, biostatistics and optional laboratory rotations. In years three to five, students complete elective graduate coursework tailored to a selected research area, progressing through doctoral degree candidacy and doctoral dissertation. The student's dental preclinical skills are reassessed in the spring semester of year five, followed by appropriate training before the return to the dental program in years six and seven.

### **Academic Advisers**

Upon admission, a student is assigned to a program oversight committee co-directed by a clinical mentor and a basic science mentor. The student meets regularly with their mentor for guidance and evaluation throughout the program.

### **Admissions Requirements**

- Applicants must be first admitted to the DDS program at the University of Maryland, School of Dentistry.
- After admission to the dental program, the student should send a letter of interest in the combined DDS/PhD program to Dr. Pei Feng, Director, Graduate Programs @ pfeng@umaryland.edu
- Students may enter the combined program during the second year, or before beginning the third year of the dental program.

### **Financial Assistance**

Students are encouraged to apply for individual DDS/PhD fellowships from the National Institutes of Health. In addition, short-term NIH dental student training grants are available for research conducted the summer before entering School of Dentistry.

## **Combined Doctor of Dental Surgery and Master's Degree (DDS/MPH, DDS/MSCR)**

The objective of the combined DDSCOHRT program is to graduate outstanding individuals with a combination of excellence in clinical skills and training in clinical research or public health to prepare them for an academic career in dentistry. Graduates of this program will understand the scientific principles that form the basis of clinical practice, will be able to identify significant problems in oral health and will have the requisite tools to develop testable hypotheses that address these problems.

### **Length of Program**

Five years

### **Curriculum**

UMB Master's program courses (either MPH or MSCR) are substituted for DDS program courses as appropriate to fulfill didactic requirements of both programs (DDS and Master's) during the third year. Development of a research project with a mentor occurs during the summer prior to the DDS junior year. Additional coursework and the research project or practicum or capstone experience comprise the fourth program year to complete the Master's degree requirements. Elective credits (3) from the DDS curriculum during the fifth program year (DDS senior year) are available for students completing their research and are used towards time to prepare and submit research results.

Research topics follow the dental school's research themes: pain and neuroscience; microbiology and infectious diseases; cell and molecular biology; epidemiology and community health, and selected discipline specific clinical topics.

### **Academic Advisors**

Advisement of trainees is an integral part of the combined DDS-Master's programs, with two advisors assigned: one from the student's primary school (the School of Dentistry) and one from the Master's program faculty. Advisement begins with the application process. Once a track and research field are selected by the student, an appropriate mentor(s) team will be assembled. The Master's program directors meet with the mentors to set educational goals for the trainee, individualized according to the specific project.

### **Admission and Application Procedures**

- Applicants must be first admitted to the DDS program at the University of Maryland, School of Dentistry.
- After admission to the dental program, the student should send a letter of interest in the combined DDS/PhD program to Dr. Pei Feng, Director, Graduate Programs @ pfeng@umaryland.edu

## **Master of Science (MS)**

(For Students Pursuing a Postgraduate Certificate)

The Master of Science program is designed for dentists who wish to pursue a master's degree combining graduate education with a postgraduate certificate program (endodontics, orthodontics, pediatric dentistry, periodontics, prosthodontics, or advanced education in general dentistry). The program provides an interdisciplinary graduate foundation in the biological and clinical sciences to prepare for careers in dental research, dental education, the practice of dentistry or a dental specialty.

Three years

An option to study for the PhD degree in combination with specialty training may be arranged for highly motivated individuals.

Curriculum MS with Thesis

Required courses-study includes completion of a thesis research project, which is a requirement of the program. Students have the opportunity to select research advisors from several disciplines and research topics from many basic and clinical sciences.

Students are required to have a minimum of 30 semester hours in courses acceptable for credit toward a graduate degree, as follows:

Courses	Credits
Required:	
DBMS 605- Scientific Writing	1
DBMS 638 - Biostatistics (or equivalent)	3
DBMS 799 -Thesis research	6
Recommended	
DBMS 608 Intro to BMS Research	1

Additional credits (19) in courses approved by postgraduate program director, see Graduate School website for available courses  
[https://surfs.umaryland.edu/SIMS/bwcksch d.p\\_disp\\_dyn\\_sched](https://surfs.umaryland.edu/SIMS/bwcksch d.p_disp_dyn_sched)

Total	30
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All students must maintain a 3.0 (B) or better academic average. Each student will be required to write a thesis based on the master's research and to defend it orally.

#### MS Non Thesis Option

The requirements for the Master of Science degree are identical to those for the thesis program including the course work. However, a passing grade on a written comprehensive examination is also required.

#### Academic Advisors

Students enrolled in the Master of Science program will have their respective specialty program director as their academic advisor.

#### Admission Requirements

- Applicants must be concurrently enrolled in a dental specialty program at the School of Dentistry and the University of Maryland Graduate School.
- Once admitted residents will receive online application information at Orientation.

NOTE: How to apply for Specialty program: Applications for the specialty certificate programs may be obtained by contacting the Office of Admissions and Career Advancement, University of Maryland

School of Dentistry, 650 W. Baltimore St., Baltimore, MD 21201

Additional information about graduate studies at the University of Maryland is available by visiting the Graduate School website.  
<http://graduate.umaryland.edu/>

## Curriculum

(For Students Pursuing a Postgraduate Certificate)

The Master of Science program is designed for dentists who wish to pursue a master's degree combining graduate education with a postgraduate certificate program (endodontics, orthodontics, pediatric dentistry, periodontics, prosthodontics, or advanced education in general dentistry). The program provides an interdisciplinary graduate foundation in the biological and clinical sciences to prepare for careers in dental research, dental education, the practice of dentistry or a dental specialty.

## Length of Program

Three years

An option to study for the PhD degree in combination with specialty training may be arranged for highly motivated individuals.

## MS with Thesis

Required courses study includes completion of a thesis research project, which is a requirement of the program. Students have the opportunity to select research advisors from several disciplines and research topics from many basic and clinical sciences.

Students are required to have a minimum of 30 semester hours in courses acceptable for credit toward a graduate degree, as follows:

### Required:

Course Number	Title	Credits
DBMS 605	Scientific Method, Writing and Ethics	1
DBMS 638	Biostatistics	3
DBMS 799	Master's Thesis Research	2

*DBMS 638: or equivalent*

### Recommended

DBMS 608	Introduction to Biomedical Sciences Research	1
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Additional credits (19) in courses approved by postgraduate program director, see Graduate School website for available courses [https://surfs.umaryland.edu/SIMS/bwckschd.p\\_disp\\_dyn\\_sched](https://surfs.umaryland.edu/SIMS/bwckschd.p_disp_dyn_sched)

Total 30

All students must maintain a 3.0 (B) or better academic average. Each student will be required to write a thesis based on the master's research and to defend it orally.

## MS Non Thesis Option

The requirements for the Master of Science degree are identical to those for the thesis program including the course work. However, a passing grade on a written comprehensive examination is also required.

## Academic Advisors

Students enrolled in the Master of Science program will have their respective specialty program director as their academic advisor.

## Admission Requirements

- Applicants must be concurrently enrolled in a dental specialty program at the School of Dentistry and the University of Maryland Graduate School.
- Once admitted residents will receive online application information at Orientation.

NOTE: How to apply for Specialty program: Applications for the specialty certificate programs may be obtained by contacting the Office of Admissions and Career Advancement, University of Maryland

School of Dentistry, 650 W. Baltimore St., Baltimore, MD 21201

Additional information about graduate studies at the University of Maryland is available by visiting the Graduate School website. <http://graduate.umaryland.edu/>

## Courses

### BHAV

#### **BHAV 528 - Behavioral Dentistry (2)**

This course concerns the application of behavioral and biopsychosocial principles to the art and science of dentistry and patient management. Various types of patients and patient management techniques will be reviewed and discussed. The aim of the course is to prepare you to competently interact with patients and colleagues as you become well-rounded dental professionals.

Offered: Fall/Spring.

### BMAT

#### **BMAT 512 - Dental Biomaterials I (1)**

This course provides the students with developments of dental biomaterials science and the structure and properties of dental materials for clinical use. It provides the foundation for dental biomaterials science including chemical, physical, mechanical and biological properties, as well as clinical applications of restorative and preventive dental materials. This course has two primary objectives. The first objective is the development of an enhanced understanding of the physical and chemical properties of dental biomaterials and the correlation of these materials' characteristics with the selection of dental biomaterials for clinical use. The second objective of the course is the development of an understanding of how dental biomaterials behave in the clinical setting and which characteristics determine their selection and clinical application.

Offered: Spring.

#### **BMAT 521 - Dental Biomaterials II (1)**

This course provides the students with developments of dental biomaterials science and the structure and properties of dental materials for clinical use. It provides the foundation for dental biomaterials science including chemical, physical, mechanical and biological properties, as well as clinical applications of restorative and preventive dental materials. This course has two primary objectives. The first objective is the development of an enhanced understanding of the physical and chemical properties of dental biomaterials and the correlation of these materials' characteristics with the selection of dental biomaterials for clinical use. The second objective of the course is the development of an understanding of how dental biomaterials behave in the clinical setting and which characteristics determine their selection and clinical application.

Offered: Fall.

### CARI

#### **CARI 522 - Cariology (1.5)**

The Cariology course presents many biological aspects of dental caries, such as saliva effects, diet and nutrition and fluoride effects. The second half of the course is more clinically oriented but emphasizes theoretical aspects of clinical treatments (e.g. use of chlorhexidine as an anti-caries agent).

Offered: Spring.

### CCPM

#### **CCPM 538 - Comprehensive Care/ Practice Management III (8)**

Comprehensive Care and Practice Management is a course designed to track student clinical attendance, student clinical performance and timely patient care. Progress over the semester will be monitored through Axium reports, GP director evaluation, the Global Practice Assessment and random chart audits. This data will be reviewed with your GP Director at regular meetings. It is designed to reinforce the student's ability to focus on providing patient-centered care while meeting or exceeding minimum required experiences for clinical progression.

Offered: Fall/Spring.

### **CCPM 548 - Comprehensive Care/ Practice Management IV (12)**

Comprehensive Care and Practice Management is a course designed to track student clinical attendance, student clinical performance, and timely patient care. Progress over the semester will be monitored through Axium reports, GP director evaluation, the Global Practice Assessment, and random chart audits. This data will be reviewed with your GP Director as regular meetings. It is designed to reinforce the student's ability to focus on providing patient-centered care while meeting or exceeding minimum required experiences for clinical progression.

Offered: Fall/Spring.

### **CCPM 551/552 (Sec 1) - Domestic Violence Survivors Clerkship I & II (8.5)**

Among the many challenges faced by victims of domestic violence is finding quality dental care delivered by compassionate, non-judgmental providers. This clerkship offers an opportunity to provide comprehensive dental treatment to female victims of domestic violence referred to the dental school from House of Ruth & Marian House. 65-75% of injuries resulting from abuse occur in the region of the head, neck and/or mouth; therefore dental providers can play a critical role in the health care response to domestic violence. Participation in weekly seminars on a diverse array of topics associated with providing dental care to this vulnerable population is also included.

Offered: Fall/Spring.

### **CCPM 551/552 (Sec 2) - PLUS/HIV Clerkship I & II (8.5)**

PLUS Program Clerkship will provide the student with clinical experience in oral diagnosis, treatment plan development and delivery of oral health care to the patient living with HIV disease as well as provide insight into treatment management for patients presenting with multiple and/or various co-morbidities. In conjunction with the UMB interprofessional initiative, Prepare for the Future, the PLUS Program Clerkship will assist the predoctoral dental student in having an understanding for the United States National HIV/AIDS Strategies (NHAS) of "Getting to Zero."

Offered: Fall/Spring.

### **CCPM 551/552 (Sec 3) - CAD/CAM Clerkship I and II (4.5)**

During this clerkship, students will be introduced to a short history of CAD/CAM dentistry, review the benefits and disadvantages of the technology, and learn imaging skills and the design software. Imaging skills and design capabilities will be taught on typodonts and then applied to actual patients in the clinic. Various dental materials for CAD/CAM will be discussed, and a clinic will be held on custom ceramic staining and glazing. More advanced CAD/CAM techniques, such as quadrant restoration, fixed partial dentures and implant crown fabrication will be practiced as the students advance through the year.

Offered: Fall/Spring.

## **CSLX**

### **CSLX 548 - Community Service Learning Externship (6)**

The Community Service Learning Externship (CSLX 548) is a clinical experience to be performed outside of the Dental School and is intended to provide senior dental students with an appreciation for cultural diversity as well as first-hand clinical experience attending to the oral health needs of underserved populations. The Commission on Dental Accreditation requires all US dental schools to provide their students with clinical experiences performed outside of the parent institution.

CSLX 548 is organized as two components:

1. The Dental School Associated component (3 credits) consists of rotations at patient clinics associated with the Dental School in Frederick, Perryville, and Westminster, Maryland.
2. The Extramural component (3 credits) is fulfilled by working at other dental practice community sites located both in Maryland and throughout the United States. A small number of students may have the opportunity to fulfill their extramural externship at a location outside of the United States. Rotations are three weeks in duration except for those outside of the US, which will be two weeks of clinical experience plus one week allowed for travel.

Offered: Fall/Spring.

## DAGD

### DAGD 551/552 - AGD/Diamond Scholars Clerkship I & II (20)

The Advanced General Dentistry's Diamond Scholar Program is an innovative year long program that allows motivated students to develop beyond what the current four-year dental curriculum allows. Students are trained in advanced concepts and techniques including: recent technologies in materials; patient and practice management; preparing complex treatment plans; and performing a wide range of advanced clinical procedures. The selected students will participate in the Advanced Education in General Dentistry curriculum. The Year IV student must complete their competencies and requirements necessary to graduate from dental school.

Offered: Fall/Spring.

## DANS

### DANS 521 - Dental Anesthesiology (1)

DANS 521 is designed to introduce the student to the various techniques of pain and anxiety management that will be utilized within the dental office. Students are required to attend all lectures.

At the completion of the course the dental student is expected to:

1. Understand the pharmacology of local anesthesia.
2. Understand techniques of oral cavity local anesthesia.
3. Have an understanding of sedation (oral and parenteral) and its applications in dentistry.
4. Completion of the final term examination (100% of course grade).
5. Completion of the practical assignment that includes the observation and of various local anesthetic blocks under the supervision of Oral & Maxillofacial Surgery Faculty and Residents in the Oral Surgery Clinic at the School of Dentistry.

Offered: Fall.

## DBMS

### DBMS 605 - Scientific Method, Writing and Ethics (1)

This course covers the scientific method, including the relationship of empirical versus rational approaches. It emphasizes the formulation of hypothesis, and experimental design and critical review of literature. The course also covers ethical issues and writing styles for scientific papers and research grant proposals.

Offered: Fall.

### DBMS 608 - Introduction to Biomedical Sciences Research (1)

This course introduced new DBMS graduate students to the program degree requirements and expectations, and it is recommended to be taken in the first year of the program, concurrent with the scientific writing course. Assignments pertain to assisting the student in selecting a research topic and mentor. Assignments include literature searches and description of three to five research questions of interest to the student, refining to one to three potential projects and meeting with potential mentors, and mentor selection and submission of final proposal.

Offered: Fall.

### DBMS 638 - Biostatistics (3)

This course introduces students to research design and statistics as they apply to dentistry to allow students to evaluate literature in their fields and work cooperatively with a statistician on research projects.

Offered: Fall.

### DBMS 799 - Master's Thesis Research (2)

Offered: Fall.

## DDPH

### DDPH 511 - History of Dentistry (0.5)

The History of Dentistry course provides students with knowledge of dentistry's development from ancient times through the early 20th century. The interrelationship between, dentistry, medicine and science will be emphasized in order for students to fully appreciate dentistry's contributions to mankind.

Offered: Fall.

## **DHYG**

### **DHYG 311 - Prevention and Control of Oral Diseases I (6)**

This course will provide the student with the basic concepts and theories related to the practice of dental hygiene as well as an introduction to the UMB Dental School patient care system. The basic foundation of dental hygiene practice is presented in lectures, class discussions, cases, and audiovisual presentations. Laboratory simulation and pre-clinical experiences with dental hygiene student-patient partners provide the opportunity for practical application of the principles and procedures for the identification, prevention and control of oral diseases. Emphasis is placed on the dental hygiene process of care, and knowledge and application of clinic procedures, regulatory standards, patient assessment and treatment interventions. Students will learn the rationale, protocol, and theory that forms the basis for provision of dental hygiene services.

### **DHYG 312A - Head and Neck Anatomy (3)**

Knowledge of head and neck and dental anatomy is fundamental in the study and practice of dental hygiene. This course is presented to the Dental Hygiene student in such a manner that the student will understand the basic concepts and structures of Head and Neck Anatomy. The study of dental anatomy provides the student knowledge in the anatomical and morphological characteristics of the teeth and their supporting structures. Emphasis will be placed on those subjects relevant to clinical practice. Specifically, the student will utilize their knowledge and understanding of this subject matter within the clinical environment.

### **DHYG 312H - Oral History & Embryology (1.5)**

This hybrid course presents material through the technological medium, Blackboard. It includes a detailed presentation of head and neck histology in addition to a review of basic histology. The subject matter includes a review of basic tissues; the embryologic development of the face and oral cavity; odontogenesis; tooth enamel, dentin, cementum and pulp; periodontal ligament and alveolus, and tooth eruption and shedding of primary teeth.

### **DHYG 312M - Microbiology- (1.5)**

As most oral diseases have microbiological etiologies, it is important that the dental hygienist understand how they develop, how the oral microorganisms cause tissue disruption, and how to best manage the diseases. This course begins with general ecological principles involving oral microorganisms and oral biofilms and continues with other microbial diseases, human infection and immunology.

### **DHYG 314 - Periodontics for the Dental Hygienist I (3)**

This course provides a foundation in the normal, healthy components of the Periodontium and a study of the etiology, microbiology, pathogenesis, and clinical changes that occur in the periodontal diseases. This course presents an introduction to the roles of local contributing factors, host-immune response, systemic diseases, and patient assessment in the classification, disease progression, prognosis, and treatment of periodontal diseases. The role of the dental hygienist in the clinical assessment, data collection, and oral health care education of the patient is stressed throughout this course.

### **DHYG 316 - Oral Radiology I (2)**

Students are introduced to the history and science of ionizing radiation (including types of radiation; characteristics, sources, production, interaction with matter; and biologic response); X-ray film, equipment, and processing; film mounting and introduction to interpretation; digital image receptors, scanners, and templates; X-ray techniques; shadow casting principles; processing and handling errors; radiation protection and regulations; guidelines for prescribing dental radiographs; and, quality assurance. Students gain experience exposing, mounting, assessing the diagnostic quality of and interpreting radiographs. The rationale for and practices to ensure radiation safety are stressed throughout the lecture and laboratory course.

### **DHYG 321 - Prevention and Control of Oral Diseases II (5)**

The study of principles and procedures for the prevention of oral diseases, including dental health education, oral hygiene measures, dietary control of dental disease, use of fluorides, sealants, pain and anxiety control techniques including local anesthesia and nitrous oxide administration, and the oral prophylaxis are presented in lecture, discussion, and clinical sessions.

### **DHYG 323 - Patients with Special Needs (2)**

Students develop an understanding of the care and management of patients with special needs which include physical, medical, developmental, and/or cognitive conditions resulting in limitations in ability to receive oral health care services and prevent oral diseases.

### **DHYG 324 - Methods and Materials in Dentistry (2)**

An introduction to the science of dental materials, including the composition and utilization of dental materials as they apply to clinical dental hygiene procedures, dental assisting, and patient education, is presented in lecture, class discussion, and laboratory format.

**DHYG 325 - General Pharmacology & Therapeutics (3)**

The study of drugs and their use in the treatment, diagnosis, and prevention of disease; the absorption, distribution, metabolism, excretion, and mechanism of action of drugs; and drug interactions, rationale for use, indications, and contradictions are presented through Internet and class discussion. Emphasis is placed on the relevance of this information to providing patient care.

**DHYG 326 - Oral Radiology II (2)**

Lecture, laboratory, and clinical activities aid students to use descriptive terminology and radiographic concepts to identify normal and abnormal anatomic structures seen on periapical, panoramic and extra oral radiographs (images); and identification of restorations; dental materials and foreign objects; dental caries; periodontal disease; trauma, pulpal and periapical lesions. Students gain competency in exposing, assessing and interpreting diagnostic quality radiographs (images). Students manage patients with diverse radiographic needs to help provide comprehensive patient care.

**DHYG 327 - Periodontics for the Dental Hygienist II (2)**

The study of the diseases of the periodontium focusing on the management, therapeutics, and prevention of periodontal diseases is presented through lecture and classroom discussion.

**DHYG 328A - General and Oral Pathology (3)**

This is a lecture, clinical pathologic conference format course. This course presents the principles of general pathology with topics including developmental, metabolic, and degenerative diseases, specific immune and inflammatory responses with emphasis on recognizing abnormalities and their impact on dental treatment. The diagnostic process and recognition of numerous head and neck disorders follows the study of general pathology. Knowledge of the presentation and sequelae of abnormal conditions enables the dental hygiene student to apply basics of pathology to allow for optimal diagnosis and management of patients with systemic disease.

**DHYG 328B - Dental Anesthesia & Sedation (2)**

This course is designed to provide junior and degree completion students with the opportunity to explore, develop, and apply advanced concepts and skills within the process of dental hygiene care. The course has two units: Nitrous Oxide and Local Anesthesia. The course focuses extensively on pain control and provide the student with didactic and laboratory components utilizing guidelines (rules and regulations) in the State of Maryland for hygienists to administer local anesthesia and administer nitrous oxide in their scope of practice or if the students plan on practicing in a state that has allowed legislation to pass. Students will learn all aspects of local, including block anesthesia, administration and monitoring of nitrous oxide. Students perform all injections to competency in our lab sessions, then apply it in practice. Students also perform administration and monitoring of nitrous oxide in lab competency sessions and apply it in practice.

**DHYG 329 - Oral Health Literacy and Communication (1)**

This one credit course will introduce the concept of health literacy, its impact on oral health and its relevance to dental hygiene practice. The importance of inter-personal relationships between the dental hygienist and the patient is emphasized as a critical component to helping patients achieve positive oral health outcomes. Methods to assess patients' oral health literacy level will be presented as well as recommended communication techniques to effectively communicate oral health information to patients and oral health professionals.

Caries disease prevention strategies will be introduced including fluoride in tap water, dentifrices and professionally applied fluorides. Students will have the opportunity to apply these concepts and those presented in their Periodontics and Prevention and Control courses to case history scenarios via group learning activities and assignments. This course will prepare students for their upcoming educator role when providing clinical dental hygiene care and providing oral health education in a community setting.

Offered: Fall.

**DHYG 411 - Advanced Clinical Practice I (5)**

Clinical experiences in principles and procedures of dental hygiene practice are provided in general practice and specialty clinics inside and outside the dental school, College Park and Perryville clinic facilities. Students have the opportunity to provide dental hygiene services in alternative practice settings through block assignments to dental specialty clinics within and outside the UMB Dental School.

**DHYG 412 - Innovative Dental Hygiene Practice (2)**

This course is a hybrid online course for senior and degree completion students that offers state of the art approaches to dental hygiene practice. The course goal is to acquaint students with innovative and contemporary approaches to dental hygiene practice. Dental hygiene care will be discussed in the context of the oral systemic link. Students will be exposed to new technologies such as rapid diagnostic testing for HIV, placement of local anti-microbial agents and manual curettage. Case presentations will provide students with opportunities to develop expertise in research, power point development and public speaking.

Offered: Fall.

**DHYG 413 - Community Service-Learning I (2)**

The externship program provides opportunities for senior students to select experiences beyond those given within the School of Dentistry setting. The selection of community sites is based on the student's interests and career goals. Sites include community health centers, nursing homes, senior centers, facilities for adults with special needs, low income housing communities, public schools, public health departments, and research centers.

**DHYG 414 - Educational Program Development (2)**

This course provides the student with the opportunity to develop educational program planning skills. Learning experiences are designed to allow the student to reflect on various educational philosophies, review learning theories, design a health education course, and practice teaching techniques.

**DHYG 416 - Principles of Scientific Evidence (2)**

Students are introduced to the role of study design and statistical analysis in the conduct and interpretation of basic, clinical, and health services research. The course instructs students how to efficiently access and critically analyze scientific information, and places these skills in the context of evidence-based practice.

**DHYG 417 - Community Oral Health (3)**

This course focuses on the study of the philosophies and concepts of community health and community oral health. Methods of determining community oral health status, identifying barriers to optimum health, and selecting appropriate barrier interventions are presented concurrently with community program planning activities. Throughout the course, the roles of the dental hygienist in community oral health and service in the community are emphasized.

**DHYG 418-428 - Dental Hygiene Practicum (1-4/1-4)\* Sections 02. (1-4/1-4)**

Individually designed didactic and/or clinical experiences in a special area of dental hygiene clinical practice, teaching, community dental health, or research. This course is optional for entry-level students.

**DHYG 418/428 - Practicum I (4 credits) and Practicum II (2-4) - Sections 01 (2-4)**

Designed to provide the degree completion student with opportunities to explore diverse roles of dental hygienists in the health care system, seek advanced knowledge and skills necessary to participate in these roles, and focus their interest in their chosen professional role through teaching, service-learning, observation, hands-on experience and most critically, self-directed learning. A Capstone project is a part of the activities conducted for each practicum course and is commensurate with the registered credit hours.

**DHYG 421 - Advanced Clinical Practice II (5)**

Clinical experiences in principles and procedures of dental hygiene practice are provided in general practice and specialty clinics inside and outside the dental school, College Park and Perryville clinic facilities. Students have the opportunity to provide dental hygiene services in alternative practice settings through block assignments to dental specialty clinics within and outside the UMB Dental School.

**DHYG 423 - Community Service-Learning II (1)**

The externship program provides opportunities for senior students to select experiences beyond those given within the School of Dentistry setting. The selection of community sites is based on the student's interests and career goals. Sites include community health centers, nursing homes, senior centers, facilities for adults with special needs, low income housing communities, public schools, public health departments, and research centers.

**DHYG 424 - Special Topics (1-4)**

This course is optional for entry-level and degree completion students. Students pursue in-depth topics of special interest. The program of study is designed by each student and approved by DH faculty before the beginning of the course. The study program may relate to an area of interest in clinical dental hygiene, education, management, research, or other approved healthcare-related topic and may consist of special reading assignments, reports, conferences, and possibly clinic, laboratory, or extramural experience.

**DHYG 425 - Dynamics of Health Care (2)**

This course examines current issues and trends affecting health care delivery as related to the profession of dental hygiene. Course content addresses the political, economic, cultural, and psychosocial forces shaping the health care delivery system and the profession of dental hygiene. The evolution of the profession, educational standards and accreditation issues are discussed. The future of dental hygiene is discussed in the context of alternative delivery models, collaboration, and legislative trends across the United States. Ethics and professionalism complete the course content.

**DHYG 427 - Health Care Management (2)**

Students are introduced to skills essential for effective management in their personal and professional roles. Areas of emphasis include the dental team environment, managerial planning and decision-making, fiscal issues, career planning, resumes, and interviewing. Management principles are applied to a variety of oral health care delivery settings.

**DNTS****DNTS 548 - Special Topics; Electives (varied)**

D3 and D4 students select from a menu of elective courses on varying dental, health, research, and practice management topics to further their knowledge of selected topics.

Offered: Fall/Spring.

**DRUG****DRUG 522 - Drug Abuse & Chemical Dependency (1)**

The purpose of this course is to provide the student with knowledge of:

- a. the drugs and substances of abuse including alcohol and tobacco
- b. the signs, symptoms and risk factors of addiction
- c. the diagnosis of addictive behavior
- d. the behavior of drug and substance abuse
- e. physiology, neuroscience, pharmacology and psychology of the disease of addiction
- f. the prevalence and characteristics of substance abuse and addiction in our society, the health professions and especially the dental profession
- g. the Drug Enforcement Agency and the laws and regulations pertaining to drug and substance abuse in our society
- h. rules and regulations pertaining to drug and substance abuse in the dental profession
- i. the laws and regulations for prescription writing that help prevent the abuse of drugs
- j. the organizations existing to help the addicted such as Alcoholics Anonymous
- k. the accepted procedures to help a patient with his/her addiction or substance abuse problem
- l. the accepted procedures to help fellow health practitioners with their addictions or substance abuse problems
- m. contraindications for patients who are drug abusers and addicts
- n. the treatment and management of addicts and recovering addicts
- o. the considerations, changes and precautions that a dentist should take in his/her practice when dealing with an addict or substance abuser
- p. the organizational structure existing for the proper reporting, helping and treating of dentists and dental hygienists with drug abuse and addiction problems
- q. alternative life styles that provide for a healthy, fulfilling and rewarding life without addictive substances or behaviors
- r. information to recognize individuals of physical abuse and information on how to intervene and help them
- s. alternative to pain medicine
- t. genetic predisposition to addiction
- u. solving prescription opioid abuse with new drugs and new formulations

Offered: Spring.

## **DSCP**

### **DSCP 538 - Oral Medicine & Diagnostic Sciences (5)**

Oral Medicine is the study and management of oral pathologies other than routine caries and periodontal diseases. Also systemic diseases, as well as the medications used to treat these diseases, can significantly affect even the most routine dental procedure. Conversely, dental treatment can also have serious effects upon a patient's existing health problems. The quality of total health care delivered to a patient is, therefore, dependent upon the ability of the dentist to properly evaluate the physical status of dental patients. This lecture course is devoted to a review of oral pathologies. The skills learned in lecture will help with the clinical management of patients. The objectives of this course are:

- 1) to provide a review of oral disorders with regard to etiology, pathogenesis, clinical presentations and medical treatment;
- 2) to emphasize the relationship between oral disorders and systemic diseases and specific dental procedures;
- 3) to teach students to recognize those oral conditions which require referral and be able to initiate appropriate referral mechanisms;
- 4) to provide the information necessary to interpret the results of medical consultations, biopsies and laboratory tests;
- 5) to teach students how to alter the dental treatment plan accordingly to provide comprehensive dental care for the patient with advanced oral pathologies

Offered: Fall/Spring.

### **DSCP 548 - Oral Medicine & Diagnostic Sciences (3)**

DSCP 548 is a clinical course including a rotation in pathology. The pathology experience has a biopsy review requirement.

Offered: Fall/Spring.

### **DSCP 551/552 - Special Care & Geriatrics Clerkship I & II (20)**

This clinical clerkship will focus on the oral health care of individuals with disabilities as well as frail older adults. The clerkship will focus on the behavioral management of individuals with developmental and acquired disabilities as well as cognitive impairments. The clerkship will also include opportunities to obtain a better understanding of the need of conscious sedation for those with challenging behavioral issues who do not respond well to care in the operator.

Offered: Fall/Spring.

## **DSUR**

### **DSUR 522 - Essentials of Oral-Maxillofacial Surgery (1)**

This course, The Essentials of Oral and Maxillofacial Surgery, provides readings and power points relating to the principles of exodontia and routine oral surgery. Instruction in the application of force through dental elevators and forceps to safely remove teeth. Concepts of conservation of attached gingiva and alveolar process are emphasized in consideration of surgical procedures for the preparation of the mouth for prosthodontics rehabilitation. Presurgical evaluation of the patient, selection of surgical procedures and technique, development of mucoperiosteal flaps with concomitant suturing technique, will be reviewed and illustrated by clinical examples.

Offered: Spring.

### **DSUR 532 - Medical Emergencies (1)**

Students learn about presentation and management of common medical emergencies that may be commonly encountered in the course of dental practice:

- Management of Medical Emergencies
- Management of Altered Consciousness
- Management of Unconsciousness
- Management of Respiratory Distress
- Management of Chest Pain
- Management of Dental Pain & Complications

Offered: Spring.

### **DSUR 538 - Advanced Topics in Oral-Maxillofacial Surgery (4)**

Advanced Topics in Oral Maxillofacial Surgery which go beyond the scope of the second year course in exodontia will be presented. It will include information dealing with the complications of oro-facial diseases and trauma, and will discuss the treatment of these conditions. Descriptions of new techniques for the management of dental and oro-facial problems may also be included when relevant.

Offered: Fall/Spring.

### **DSUR 548 - Current Developments in Oral-Maxillofacial Surgery (4)**

Course consists of required competencies that should be completed when in the oral surgery clinic in the dental school. The following competencies are graded pass/fail and must all be completed with a passing grade.

- Oral Surgery Case presentation
- Nitrous Oxide Competency
- Multiple Tooth Extraction and Alveoloplasty Competency
- Urgent Care Competency

Offered: Fall/Spring.

### **DSUR 551/552 - Oral Surgery Clerkship I & II (20)**

General Requirements: Satisfactory progress in all areas toward completion of graduation requirements; cumulative grade point average of 3.0 or higher and minimum of B grades in all Oral-Maxillofacial Surgery courses. Selected students are expected to participate in the clerkship in the fall and spring semesters of the senior year.

Experiences include performing oral surgery of increasing difficulty to advanced exodontias and dentoalveolar surgery; participate in weekly clerkship lectures or labs on various topics as they relate to oral surgery. Attend three set sessions a week in the dental school's oral surgery clinic. Participate in teaching sophomore dental students how to properly administer local anesthesia and proper suturing techniques. Oral surgery clerks have the option to attend surgical, orthodontic, and implant conferences with the Oral surgery residents; and attend selected operating room cases at the University of Maryland Hospital.

Offered: Fall/Spring.

## **EBDM**

### **EBDM 511 - Principles of Scientific Evidence (2)**

Principles of Scientific Evidence introduces Year 1 dental students and senior dental hygiene students to the role of study design and statistical analysis in the conduct and interpretation of basic, clinical, and health services research. The course instructs students how to efficiently access and critically analyze scientific information, and places these skills in the context of evidence-based dental and dental hygiene practice.

Offered: Fall.

## **ENDO**

### **ENDO 521 - Endodontics (3)**

Endodontics is the dental specialty pertaining to the biology, pathology and regeneration of the human dental complex and periapical tissues. Its study and practice encompass the biological and clinical sciences related to the normal and diseased dental pulp and associated periapical tissues, as well as the etiology, diagnosis, prevention and treatment of pathoses and injuries of these tissues. Endodontics emphasizes the preservation of the healthy natural dentition to promote the highest quality of life.

Offered: Fall.

### **ENDO 538 - Endodontics (3)**

Endodontics is the dental specialty pertaining to the biology, pathology and regeneration of the human dental complex and periapical tissues. Its study and practice encompass the biological and clinical sciences related to the normal and diseased dental pulp and associated periapical tissues, as well as the etiology, diagnosis, prevention and treatment of pathoses and injuries of these tissues. Endodontics emphasizes the preservation of the healthy natural dentition to promote the highest quality of life.

Offered: Fall/Spring.

### **ENDO 541 - Advanced Endodontics (1)**

The Senior Advanced Endodontics course involves lectures and a Seminar project. The lectures introduce advanced topics in endodontics to students ranging from retreatments to endodontic surgeries and trauma management. The course broadens the understanding of the indications for retreatments, surgeries, implants, etc. with evidence-based reasoning and clinical decision making. The second part of the course introduces the evidence-based seminars to the students. This involves selection of articles pertaining to a selected topic in endodontics that interest the student and gives them an opportunity to present power point presentations revolving around a clinical case on which they apply the selected topic. Two articles minimum from the current literature are selected and presented.

Offered: Fall.

### **ENDO 548 - Clinical Endodontics (2)**

Endodontics is the dental specialty pertaining to the biology, pathology and regeneration of the human dental complex and periapical tissues. Its study and practice encompass the biological and clinical sciences related to the normal and diseased dental pulp and associated periapical tissues, as well as the etiology, diagnosis, prevention and treatment of pathoses and injuries of these tissues. Endodontics emphasizes the preservation of the healthy natural dentition to promote the highest quality of life.

Offered: Fall/Spring.

## **FOUN**

### **FOUN 511 - Dental Anatomy & Occlusion (3.5)**

The course provides students with instruction to develop fundamental knowledge and principles used to develop and recognize healthy dentition and occlusal function. A closely supervised clinical experience will be used to reinforce and augment occlusal concepts. Instruction includes lectures seminars, and laboratory exercises.

Offered: Fall.

### **FOUN 518A - Operative Dentistry (5)**

Operative Dentistry is a fully integrated 5 months- course that lays a firm foundation for the entire operative curriculum and introduces the student to the conservation of tooth structure, the biomechanical principles of cavity preparations as related to tooth morphology, and manipulation of cutting instruments. Restoration of the prepared teeth will be accomplished with the appropriate restorative materials.

Offered: Fall/Spring.

## **GERI**

### **GERI 522 - Geriatric Dentistry I (1)**

Lectures on select physical, psychological and medical disorders/diseases associated with aging and strategies on the delivery of oral health care and the management of older adult dental patients presenting to the dental office. The course includes discussion of oral hygiene strategies, sensory changes, general health and behavioral management of older adult patients with special needs and cognitively impaired older adults.

Offered: Spring.

### **GERI 532 - Geriatric Dentistry II (1)**

This course provides students an opportunity to learn about the unique features of older adults and concerns regarding how providing oral health care to older adults as well as how it differs from that provided to younger adults.

Offered: Spring.

## **GPAT**

### **GPAT 512 - General Pathology (4)**

The Department of Oncology and Diagnostic Sciences teaches this course. The subject matter builds on course material taught in anatomy, histology, microbiology, physiology, cell and molecular biology and neuroscience. This course teaches aspects of general and systems pathology.

Offered: Spring.

## GROW

### **GROW 521 - Growth & Development (1)**

This course will provide information about the basic principles of growth of the craniofacial region and development of the occlusion. The material will be delivered from a series of lectures and some self-instructional modules.

This course will prepare students for ORTH 522 which is the clinical foundation course and the orthodontic treatment course ORTH 538.

Offered: Fall.

## IMPL

### **IMPL 538 - Implant Prosthodontics (2)**

The fundamentals of “Implant Prosthodontics”, diagnosis, presurgical planning and restorative placement of fixed or removable prosthesis on implants are taught in a 2 credit, 2 semester course. Twelve hours of lecture are presented in the fall. Five hour lectures and Laboratory sessions are held in the spring on Thursday mornings from 9:00am-11:50am. Laboratory sessions are previewed by a “briefing” in your assigned laboratory time.

Offered: Fall/Spring.

### **IMPL 551/552 - Implant Prosthodontics Clerkship I & II (20)**

The course consists of lectures, seminars, journal club, case presentations and clinic. The student will be introduced to multiple fixed implant Prosthodontic procedures and techniques. Restoration of esthetically involved cases in the anterior zone and complex implant restorations will be treatment planned, surgery observed and restorations completed. CT scan interpretation, evaluation/ implant software analysis will be introduced. Hands-on prosthetic and surgical courses and participation in implant study clubs and prosthodontics meetings. CAD-CAM utilization/training in Implant Prosthodontics.

Offered: Fall/Spring.

## MICP

### **MICP 511M - Microbiology & Immunology (4)**

This course provides students with the fundamental principles of microbiology and immunology to understand the mechanisms of disease caused by microorganisms and the means by which the host protects itself against them.

Microbiology is the study of a large and diverse group of cellular microorganisms (bacteria, fungi, archaea, algae, protozoa) and viruses. Immunology includes studying the response of other organisms (e.g. humans) to infection by microorganisms. In order to diagnose oral infections and develop effective treatment plans, dental practitioners require a basic knowledge of general microbiology, medical microbiology, and oral microbiology. The two most frequent major disorders seen by dentists, caries and periodontal disease, result from bacterial infection or other changes in the oral microbial flora. As health care practitioners, dentists must continually be aware of, and contend with, the past, present, and possible future exposures of their patients to microorganisms. Sterilization and disinfection in the clinic, treatment of patients with AIDS, recognizing characteristic symptoms of common bacterial, viral, and fungal infections and assessing when prophylactic antibiotic treatment is warranted are just some of the everyday considerations, decisions and practices which require a dentist to possess a fundamental and applied knowledge of microbiology.

This course has been designed to provide you, a future dentist, with a basic knowledge of microbiology and immunology that will be a firm basis upon which to expand your future clinical education, experience, and practical knowledge of dental microbiology. The course begins with basic concepts concerning bacterial structure, physiology, diversity, and genetics. Lessons explaining principals of infection control in the clinic, antimicrobial chemotherapy, and mechanisms of bacterial pathogenesis are followed by an introduction to immunology and human immune responses. A series of lectures describing major groups of medically-important bacteria, fungi, and parasites and the infectious diseases they cause are followed by sessions devoted to introductory virology. The sessions will be presented in traditional lecture format.

Offered: Fall.

### **MICP 521I - Infectious Diseases (2)**

This course provides students with the fundamental principles to bridge basic biology of infectious diseases with infectious diseases viewed from the dentist office. It also will serve as a springboard for translational research conferences in year 2 of the curriculum.

Offered: Fall.

## **NPSC**

### **NPSC 512N - Neuroscience (3)**

The neuroscience course includes a study of neuronal activity and functions ranging from molecular events to neuronal circuitry and neurophysiology. The activities of the nervous system presented include: discriminative touch and proprioception, nociception, special senses, somatic motor control and higher cortical functions. Clinical correlations and therapies are discussed to illustrate the importance of understanding the basis of these functions of the nervous system.

Offered: Spring.

### **NPSC 518A - Gross Anatomy (7)**

The course in human anatomy is devoted to the study of the structure and function of the body with an emphasis on the head and neck. It includes the study of the organs and muscles with their relationships, arterial supply, venous and lymphatic drainage and innervations. An effort is made to correlate anatomy with other courses in the basic and clinical sciences of the dental curriculum with an emphasis on clinical relevance. Human embryology relevant to face and head development will be also lectured about and structure changes of the circulation system during development will be given in e-lesson.

Offered: Fall/Spring.

### **NPSC 518C - Clinical Research Conferences (1)**

This biomedical science course encourages the development of life-long learning skills and habits including use of the medical dictionary, the professional literature, and deep thinking skills to interpret classical articles from the literature. This course provides small group, student-centered learning that is supportive of Year I dental student discussions as an alternative method of learning (compared to the traditional faculty-centered lecture format).

Offered: Fall/Spring.

### **NPSC 521A - Neuroscience of Pain (2)**

Pain is the 5th vital sign. For some of you, pain will be the primary reason for patient visits. An understanding of the neurobiology of nociceptive processing is essential for further comprehension of appropriate treatment of pain. In this course you will learn about the different components of nociceptive processing and the body's mechanisms for dealing with pain. Not all pain is the same. While many mechanisms underlying nociceptive processing are similar, some mechanisms are dependent on the tissue involved. You will learn about pain originating from specific structures in the body with an emphasis on pain of craniofacial origin. You will learn different ways to manage pain in the clinic. This course builds upon fundamentals and knowledge of the nervous system that you learned during your first year of Dental School. It is assumed you are familiar with those concepts. If not, you better go back and review before class starts. **THIS IS AN INTENSE COURSE. IT WILL GO QUICKLY. ATTENDANCE TO ALL LECTURES IS HIGHLY RECOMMENDED.**

Offered: Fall.

### **NPSC 521P - Pharmacology (5)**

Pharmacology is the study of drug mechanisms and drug use in the treatment, diagnosis and prevention of disease. The foundation of pharmacology is composed of organic chemistry, biochemistry, anatomy, microbiology and physiology. Because of this, the study of pharmacology usually encompasses aspects of other biological science courses you have already studied.

In this pharmacology course, drugs are considered to be chemicals which may alter both normal cellular function and also disease states (therapeutics). This course emphasizes the mechanism of action of drugs, their absorption, distribution, metabolism and excretion by the body, the FDA approved uses in medicine and dentistry, their major adverse effects, and other information pertinent to medicine and dentistry. Drug interactions, rationale for use of specific drugs and drug indications and contraindications are also stressed.

The art of prescription writing will also be taught. Prescription writing represents a summary of the dentist's diagnostic accuracy, knowledge of therapeutics, and ability to communicate instruction to the pharmacist and to the patient as to the proper use of the drug.

Offered: Fall.

**NPSC 532P - Pharmacotherapeutics (1)**

Advanced Pharmacotherapeutics is a clinical pharmacology course presented in the Spring semester of the 3rd year of curriculum. It consists of several hours of didactic instruction, numerous hours of Blackboard access, and 2 hours of examinations. The course, presented by Dr. Wynn is designed to enhance the dental students' appreciation of the role of pharmacology when treating dental patients and to provide review material in preparation for the National Boards part 2.

Offered: Spring.

**ODSC****ODSC 511C - Cell & Molecular Biology (3)**

Fundamental and advanced concepts in modern cellular biology, molecular biology and genetics are presented. This is a cross-departmental course that prepares students for the other biomedical science courses in the curriculum. Topics covered include cellular structure and the roles of cell membranes in transport and signaling, replication and expression of genetic information, molecular biological technologies including genomics and proteomics, and principals of human genetics including the genetics of cancer, genetic tests and gene therapy.

Like other health care professionals, dentistry is proud of its purpose, traditions and high standards. Optimal patient care depends upon a thoroughly educated clinician trained to use critically the tools currently available to him or her. For this reason, health care professionals in this country are taught both the current clinical practices of the day and the biomedical science foundations from which future practices will be developed. Many of the principles and methods of Cell and Molecular Biology are not uniquely applicable to dentistry, medicine, pharmacy or nursing, but rather are of value to each of these scientifically based healthcare professions.

Offered: Fall.

**ODSC 511V - Nutrition (1)**

This course provides the student with a basic understanding of nutrition and its context in lifestyle. They will become familiar with the role of nutrition in health and disease, as well as dietary reference intakes (DRI), energy requirements, metabolism, and acceptable macronutrient distribution ranges. Other topics include the essential chemical structure, biochemistry, and metabolic functions of the macro- and micro-nutrients as well as some important non-nutrient components of foods, regulation of gene expression by specific nutrients, drug-nutrient interactions, nutritional immunology, food allergy, brief review of impact of nutrition of oral health, and assessment of methods of nutritional status.

Offered: Fall.

**ODSC 512P - Physiology (5)**

Physiology is the study of the normal biological function. This course is designed specifically for students who already have knowledge of Biochemistry, Cell & Molecular Biology and Gross Anatomy, at the level appropriate for a DDS degree. By building upon these previous courses this course will further prepare the developing clinician particularly for courses in Pharmacology, General Pathology, Oral Medicine, Oral-Maxillofacial Surgery, Dental Anesthesiology, Treatment Planning, Medical Emergency Management, and the treatment of medically compromised patients. This course includes an in-depth coverage of the physiology and histology of the following six major organ-systems: Oral-Gastrointestinal, Cardiovascular, Renal, Respiratory, Reproductive and Endocrine. Neuroscience, immunology, metabolism and many aspects of cellular physiology are covered in other freshman courses.

Offered: Spring.

**ODSC 599 - Research with Mentor (0.50-12.00)**

This is an elective course open for all dental students. The goal of this course is to integrate research into dental education and to provide individual mentorship to the students who are interested in research. Through the personalized training in research, students have opportunity to prepare themselves well for future career development. Students will have the option of choosing their faculty mentor according to the faculty member's research field. Faculty mentors will determine how many students they can accommodate each semester.

Offered: Fall or Spring.

## **OHCS**

### **OHCS 511 - Perspectives in Oral Health Care Services (1)**

OHCS 511, Perspectives in Oral Health Care Services is a lecture course that introduces Year I predoctoral dental students to the dental profession. Students are exposed to a variety of topics, including descriptions of organized dentistry, practice models, workforce, disease burden, dental public health, health policy and others.

Offered: Fall.

## **OMED**

### **OMED 521 - Oral Medicine (2.5)**

The subject matter includes aspects of general and oral pathology with emphasis on assessment of patients based on internal medicine and oral medicine. The knowledge and skills developed in this course will be required in the clinic to carry out well-designed medical consultations and manage satisfactorily the patients assigned to you. For this reason, certain portions of the course are mandatory and passage of the course and its components are prerequisites for being assigned clinic patients. You must complete successfully, the patient evaluation Final Examination before you are considered qualified to see and treat patients in Year II and to advance to year III.

Offered: Fall.

### **OMED 551/552 - Oral Medicine Clerkship I & II (16)**

General Requirements: Students must have satisfactory progress in all areas toward completion of graduation requirements, and interest in diagnosis and management of patients with oral diseases.

Offered: Fall/Spring.

## **OMIC**

### **OMIC 512 - Oral Microbiology (1)**

The Oral Microbiology course presents an overview of the microbiological aspects of oral diseases or conditions such as dental caries, periodontal diseases, endodontic infections and oral malodor. The biological nature of dental and oral infections and chemotherapeutic control of oral biofilms will be linked to practical clinical aspects.

Offered: Spring.

## **OPAT**

### **OPAT 528 - Oral Pathology (3)**

OPAT 528 is a course designed to teach dental students pathology that is relevant to and, in some cases, specific to the oral and maxillofacial region. Course prerequisites for this oral pathology course include successful completion of all first year dental basic science courses including general pathology and the second year dental Oral Medicine course.

Offered: Fall/Spring.

## **ORTH**

### **ORTH 522 - Orthodontics (1)**

This course builds upon the information of the Growth and Development course and gives a perspective on diagnosis of orthodontic problems. The material will be delivered from a series of e-lessons videos and lectures. After viewing the material, the information will be reviewed and discussed in small group sessions. The small group seminars will facilitate an interactive discussion to review the material in the classroom. This course has two hands on exercises in which diagnostic techniques are employed. You will be required to do additional reading, reviewing and studying for this course.

Offered: Spring.

**ORTH 538 - Orthodontics (2)**

This course introduces students to clinical orthodontics using their acquired knowledge in growth and development and preclinical orthodontics (GROW521 and ORTH522). The format includes lectures, case studies and home assignments.

This course begins with an overview of comprehensive orthodontic treatment, including a review of various fixed orthodontic appliances and adjuncts. Students will distinguish dental from skeletal problems in all three dimensions of space to determine the accurate diagnosis, the appropriate timing for orthodontic intervention and who should provide the treatment of the malocclusion. Principles of tooth movement biology and biomechanics are presented. Through the course, the dental student is made aware of the role of the generalist as well as the various dental specialties in the treatment of patients with both simple and complex orthodontic problems and learns to carry out the orthodontic triage.

In order to cover the scope of the orthodontic specialty, students are exposed to the fundamentals of comprehensive orthodontic care and the orthodontic management to surgical cases and patients with craniofacial deformities.

Objectives of the Course:

- Describe the basic components of an orthodontic appliance fixed and removable
- Describe the dental materials used in orthodontic treatment
- Describe the effects of orthodontic and orthopedic forces on the dentition and craniofacial skeleton
- Define the different components of malocclusions and identify strategies for treating them
- Differentiate the strategies used in orthodontic treatment of a growing vs non growing patient
- Identify and differentiate simple orthodontic cases from comprehensive orthodontic cases

Offered: Fall/Spring.

**ORTH 548 - Orthodontics (2)**

Through the third and fourth year, students continue to provide orthodontic treatment as part of an adult and child patient's comprehensive dental care through required orthodontic consultations and clinical rotations.

Offered: Fall/Spring.

**ORTH 551/552 - Orthodontics Clerkship I & II (5)**

General Requirements: Grade point average > 3.2 and a sincere desire to know more about orthodontics and/or pursuing a career in clinical and/or academic orthodontics. Selected Year IV students are expected to participate in both fall and spring semesters.

Experiences include didactic seminars; clinical modules, extramural and intramural rotations; postgraduate rotation; research. Students are exposed to the biomechanics of tooth movement, laboratory procedures including appliance construction and organizational dentistry. They participate in diagnosis and treatment planning via case presentations.

Offered: Fall/Spring.

**PEDS****PEDS 522 - Pediatric Dentistry (1)**

This course is composed of 4 sections: didactic, laboratory, pre-clinic, and case-based seminar. It introduces the dental student to the field of pediatric and adolescent dentistry. The course includes lectures on caries prevention, patient examination, data collection in clinic, rubber dam placement, and restorations. A laboratory component includes preparations in primary teeth for amalgam and composite restorations and for stainless steel crowns. Students apply sealants, fluoride varnish and rubber dams in a pre-clinic session. The course ends with a case based seminar.

Offered: Spring.

**PEDS 538 - Pediatric Dentistry III (6)**

This course is a continuation of PEDS 522. The student will gain further knowledge and experience in the practice of dentistry for children and adolescents. This course has both didactic and clinical components. The didactic portion consists of lectures on the epidemiological and social aspects of dentistry for children, caries prevention, and treatment of dental diseases, behavior management, anesthesia, dental emergencies and treatment planning. The didactic portion of the course ends with four required case based seminars. The clinical portion of the course consists of approximately 12-15 clinic periods in the pediatric dental clinic. Students provide clinical dental care to pediatric and adolescent patients, assist and observe the post-doctoral residents and participate in group discussions and learning exercises.

Offered: Fall/Spring.

**PEDS 539 - Pediatric Dentistry Elective (6)**

Selected Year III students attend lunch time seminars, attend selected department meetings, and participate in community activities.

Offered: Fall/Spring.

**PEDS 548 - Pediatric Dentistry IV (6)**

This course is a continuation of PEDS 522 and 538. The student will gain further knowledge and experience in the practice of dentistry for children and adolescents through two core learning activities:

- Evidence Based Review in Pediatric Dentistry: Each student will review the latest in the literature to provide the scientific evidence to answer a pediatric dentistry-relevant question.
- Clinic: The clinical portion of the course consists of approximately 12-15 clinic periods in the pediatric dental clinic. Students provide dental care to pediatric and adolescent patients, assist and observe the post-doctoral residents and participate in group discussions and learning exercises.

Offered: Fall/Spring.

**PEDS 551/552 - Pediatric Dentistry Clerkship I & II (14)**

General Requirements: Completion of Year III requirements, above average clinical activity, and strong interest in pediatric dentistry. Selected students are expected to participate in both fall and spring semesters. The clerkship includes participation in case-based seminars with the pediatric dentistry residents; support the predoctoral clinic on Thursday mornings; operating room experience; attend the President's clinic; preclinical teaching; independent project.

Offered: Fall/Spring.

**PERI**

**PERI 518 - Introduction to Periodontology (2.5)**

Periodontics 518 is the Year 1 Periodontics course. The focus of the course is normal anatomy and histology of the periodontium, introduction to periodontal diseases, and introduction to clinical assessment and diagnosis. The course will begin to build basic hand instrumentation skills used in diagnosis and treatment of periodontal diseases.

Students are presented with a detailed lecture series on the anatomy and histology of the healthy periodontium and an introduction to periodontal diseases, as well as an overview of the clinical discipline of Periodontics; laboratory simulation and clinical exercises critical to develop basic skills needed to document a patients' periodontal status for diagnosis while stressing the importance of prevention and maintenance. The students will acquire basic clinical skills in patient observation, data collection, instrumentation in both laboratory simulation and clinical exercises. The didactic, clinical and simulation exercises form a critical information foundation for future courses in PERI 528, 538 & 548 and is designed to prepare students to begin supervised periodontal recall and maintenance visits on patients in Year 2.

Offered: Fall/Spring.

**PERI 528 - Periodontics (2.5)**

PERI 528 is the year II course in the discipline of periodontology, which focuses on the recognition, identification, and treatment of periodontal disease. Emphasis is placed on diagnosis, prognosis and treatment planning, including non-surgical treatment elements such as mechanical instrumentation, chemotherapeutics, and supportive periodontal therapy. Clinical emphasis is placed on fundamental skills in data collection, instrumentation, and management of the periodontal maintenance patient.

The student will acquire knowledge of periodontal non-surgical procedures, including technique, indications and expected outcome. Unique practical knowledge is garnered from interactions with D4 students already experienced in managing the periodontal maintenance patient.

Offered: Fall/Spring.

**PERI 538 - Periodontics (8)**

The third year course in Periodontics is designed to build upon the knowledge acquired during the first two years of the curriculum and to demonstrate and integrate this foundation with respect to patient management. The didactic portion of this course meets primarily Mondays and Wednesdays at 8 AM starting in August. Clinical instruction will occur in the student's General Practice Clinic, 2nd or 3rd floor, under the supervision of the Department of Periodontics faculty during the comprehensive treatment of the student's assigned patients. Clinical emphasis shall be upon initial periodontal therapy and appropriate application of treatment modalities in a proper sequence. Knowledge of the techniques, indications and desired outcomes of periodontal non-surgical and surgical procedures shall be obtained.

Offered: Fall/ Spring.

**PERI 548 - Periodontics (6)**

The fourth year course in Periodontology is designed to build upon the knowledge acquired during the first three years of the curriculum and to demonstrate and integrate this foundation with respect to patient management. Clinical instruction will occur in the General Practice Clinics under the supervision of the Department of Periodontics faculty and other designated faculty (see list of non-Periodontics Department Faculty who provide clinical instruction for periodontal procedures) during comprehensive treatment of the Students' assigned patients. Clinical emphasis shall be upon initial periodontal therapy and appropriate application of treatment modalities in a proper sequence. Knowledge of the techniques, indications and desired outcomes of nonsurgical and surgical periodontal therapy procedures shall be obtained. Each student will have a minimum of one surgical experience.

Offered: Fall/Spring.

**PERI 551/552 - Periodontics Clerkship I and II (8)**

The dental student will participate in management of periodontitis patients and surgical treatment. Treatment of moderate to advanced patients will occur in reserved clerkship clinical slots in the periodontics surgical suite. Emphasis on experience of select traditional periodontal surgical procedures and site development for implantology will occur. The student may have an opportunity to participate in periodontal literature and clinical seminars focusing on all aspects of periodontal therapy, including practice management. A digital portfolio project will be developed, in conjunction with student mentors, specific to the student's desired clinical learning experience. Showcasing of clinical patient outcomes and curating relevant clinical research journal articles are examples of components of this portfolio and will be a means of evaluating the clerk's efforts, accomplishments, progress and achievements of the program. The digital portfolio will function as a means of communication with their mentor and serve as a vehicle for self-assessment and external assessment.

Offered: Fall/Spring.

**PRAC****PRAC 532 - Practice Management I (0.5)**

(Applied Business Practices) is a four session half-credit seminar designed to enhance practice management and behavioral science learning. The course will include two parts and will introduce business and behavioral concepts providing dental students with an appreciation of skills and knowledge needed to become productive and successful dental care practitioners including the skills necessary to establish, purchase, associate with and manage a dental practice. The practice management component of this course will include a discussion of the following topics: capital cost, leasehold improvements, operating expenses, working capital, risk, space requirements, marketing and location preference will all be considered. The behavioral component of this course will include topics that will help prepare practitioners to be culturally competent and aware of communication issues between and among patients, staff and colleagues.

Offered: Spring.

**PRAC 542 - Practice Management (0.5)**

This seminar series provides dental students with many of the necessary skills needed to effectively respond to a fast-changing professional environment. The course is a three session seminar designed to enhance practice management learning by focusing on the transition from dental school to dental practice. The sessions have been crafted and integrated to provide students with substantive knowledge and material in the topics of business law, accounting, financial record-keeping, business planning, and practice transitions.

Offered: Spring.

## **PROF**

### **PROF 518 - Profession/Professionalism I (2)**

This course is designed to lay the foundation for and reinforce the student's understanding of the concepts of bioethics, dental ethics, professionalism and the legal regulatory concepts in dentistry specifically and health care in general. It is also designed to address common issues that may be encountered during the D1 year.

Offered: Fall/Spring.

### **PROF 538 - Profession/ Professionalism III (2)**

This class will explore professionalism in the practice of dentistry and the legal and regulatory concepts associated with dentists. There will be portions of each class where a visiting professor will present didactic information, interspersed with presentation of hypothetical situations where students will have an opportunity to analyze facts and offer their views. In addition, there will be some video presentations that will be illustrative of the various topics.

Offered: Fall/Spring.

## **RADI**

### **RADI 512 - Radiology (2)**

Radiology (RADI 512) is a preclinical course that introduces first-year dental students to the fundamentals of oral radiology. Students will become proficient in radiation physics, radiographic anatomy, projection geometry, object localization, and acquisition/evaluation of intraoral x-rays. In addition, the course will cover the importance of radiation hygiene practices and how to apply selection criteria guidelines when ordering radiographs. There are two laboratory experiences included in the course: one laboratory session will provide students the opportunity to become familiar with MiPACS (the image management system at the SOD) and to learn how to mount a full mouth series (FMX) of radiographs; the other laboratory will allow students to gain pre-clinical experience taking radiographs on a Dexter (simulated patient) using the XCP positioning device and the Tru-Image rectangular collimation system. Finally, there will be a brief introduction to radiographic interpretation in preparation for RADI 528. Developmental Anomalies will also be covered in RADI 512 to align with subject matter covered on Part 1 National Boards.

Offered: Spring.

### **RADI 528 - Radiology II (2.5)**

Oral Radiology (RADI 528) is a preclinical course, which presents an overview of methods and technology used to image and diagnose the oral and maxillofacial region. The course consists of lecture and laboratory experiences during the fall, and two vertical team clinical rotations presented during the spring and fall semesters in the First Floor Screening/Radiology Clinic during the D2 Clinic Block. Lecture topics include an overview of a descriptive method of interpreting radiographs of the oral and maxillofacial region; principles of radiographic interpretation; evaluating the quality of images; understanding imaging errors; and, the value of various radiographic examinations. Interpretive topics encompass developmental and environmental influences on the teeth and supporting structures, dental caries, periodontal disease, pulpal/periapical inflammation. The radiographic appearances of benign and malignant neoplasms; and traumatic injuries of the oral and maxillofacial structures are presented as well.

Offered: Fall/Spring.

**RADI 538 - Radiology III (2)**

Radiology 538 is the application of radiographic technique and interpretation in a clinical environment. This course is designed specifically for dental students who have completed Radiology 512 and 528 and are working toward the DDS degree. In this course, developing clinicians will apply principles of imaging and radiation safety toward selecting and exposing the most appropriate radiographic examination to support the development of accurate diagnoses and formulation of patient centered treatment plans. The principles of proper radiographic technique, management of the oral radiology patient, proper infection control and radiation hygiene techniques, image quality, and radiographic interpretation are emphasized. Students are expected to become proficient in both the technical aspects of exposing intraoral and panoramic radiographs; and, in the interpretation of dental radiographs including developmental and environmental influences on the teeth and supporting structures, dental caries, periodontal disease, pulpal/periapical inflammation as well as other conditions as seen during clinic rotations. Please note that a thorough knowledge of radiographic anatomy of the maxillofacial region is a requisite for acceptable progression in this course!!

Students are expected to make clinical judgments and to effectively apply problem solving skills in a clinical environment during patient care. Students should be able to explain, at the level appropriate for a knowledgeable healthcare professional, the principles of radiation biology and safety, imaging technique, and radiographic findings to dental patients in the clinic.

Offered: Fall & Spring.

**RADI 548 - Radiology IV (1)**

Clinical Radiology is the application of radiographic technique and interpretation in a clinical environment. This course is designed specifically for dental students who have completed Radiology 518, 528 and 538 who are working toward the DDS degree. In this course, developing clinicians will refine their skills in radiographic technique and interpretation. Further, the fourth year dental student will function as a leader in a clinical team applying principles of imaging and radiation safety toward selecting and taking the most appropriate radiographic examination to make accurate diagnoses and formulate a patient centered treatment plan. The fourth year student will model and discuss the principles of radiographic interpretation, image quality, appropriate viewing conditions, and the value of alternative radiographic views with second year team members. Fourth year students are expected to direct second year students in intraoral and panoramic radiographic technique and in interpretive topics including developmental and environmental influences on the teeth and supporting structures, dental caries, periodontal disease and pulpal/periapical inflammation.

Students are expected to demonstrate clinical judgments and to effectively apply problem solving skills in a clinical environment in a vertical care team with patient contact. Students should be able to explain, at a level appropriate for a knowledgeable healthcare professional, principles of radiation safety, imaging technique and radiographic findings to team members and dental patients.

Offered: Fall & Spring.

**RADI 551/552 - Oral Radiology Clerkship I & II (6)**

Cone Beam CT is an advanced oral radiographic technique that is rapidly becoming commonplace in modern dental practice and has applications in every discipline of dentistry. No matter the path that the new dental graduate chooses, he or she will find that an in depth knowledge of CBCT will be exceedingly useful. This clerkship will provide the student with the opportunity to build on their basic knowledge of intraoral and panoramic radiography; and, to become proficient in Dental CBCT; these skills will prepare the new graduate for his or her professional life after graduation. The student will be expected to become proficient at Cone Beam CT image capture during clinic sessions and to learn the basics of CBCT interpretation with one on one learning sessions with the course director. In order to achieve these skills, students will be required to view lectures on CBCT technology and principles; to audit the ASE resident course on Advanced Oral Radiology; as well as review journal articles and textbooks on CBCT. Finally, the student will research and present a short research project of his/her choosing in consultation with the course director.

Offered: Fall/Spring.

## REST

### **REST 528 - Fixed Prosthodontics (6)**

Fixed Prosthodontics is the phase of dentistry that involves restoration of all or part of the coronal portion of a tooth or the replacement of one or more missing teeth by means of a non-removable (fixed) restoration. Fixed prosthodontics can range from restoring a single tooth to a complete rehabilitation of the dentition involving the restoration of all or most of the remaining teeth.

The purpose of this course is to establish a basic understanding of fixed partial prosthodontics and to develop the skills necessary to complete the treatment and laboratory procedures with predictable, consistent success.

Principles involved in making both individual restorations and fixed partial dentures will be taught. The course includes different types of preparations for teeth, the fabrication of temporary restorations using several techniques and materials, as well as exposure to cad-cam restorations and dental implants.

Offered: Fall/Spring.

### **REST 528A - Operative Dentistry I (2)**

REST 528A (Operative Dentistry I) is a year-long course that focuses on diagnosis, decision-making and treatment planning on single tooth restorations and the clinical placement of these restorative materials. Esthetics and esthetic bonding is also part of this course.

Offered: Fall/Spring.

### **REST 529A - Treatment & Management of Edentulous Patient (3)**

The fundamentals of "Management and Treatment of the Edentulous Patient" are taught in a 3-credit, one semester course. Eleven lectures are presented. A "Clinical Complete Denture" series of video demonstrations augments this laboratory course.

Laboratory sessions are held on Monday and Wednesday afternoons from 1:00 p.m. until 3:50 p.m. or 2:00 p.m. until 4:50 p.m. depending on the day. Most laboratory sessions are previewed by a required attendance "briefing" in your assigned lecture hall at 1:00 p.m. or 2:00 p.m.

At the conclusion of this course, the Year 2 dental student must achieve a fundamental knowledge of complete denture fabrication through the denture delivery and patient education appointment to promote five basic objectives:

- preservation of tissue
- restoration of esthetics
- stability of prostheses
- support of prostheses
- retention of prostheses

Offered: Fall.

### **REST 529B - Partial Denture Prosthodontics (3)**

The fundamentals of "management and treatment of the partially edentulous patient" are taught in a 3-credit, one semester course. Nine hours of lecture are presented. Laboratory sessions and small group seminars are held on Monday afternoons from 2:00 p.m. – 4:50 p.m. and Wednesday afternoons from 1:00 p.m. - 3:50 p.m. Many of the laboratory sessions are previewed by a "briefing" in your assigned lecture hall.

At the conclusion of this course, the Year 2 dental student must achieve a fundamental knowledge of partial denture design and fabrication through the denture delivery and patient education appointment to promote five basic objectives:

preservation of tissue  
restoration of esthetics  
stability of prostheses  
support of prostheses  
retention of prostheses

Offered: Spring.

**REST 538A - Operative Dentistry II (4)**

Students receive didactic and clinical instruction in single tooth restorations. This course includes diagnosis, decision-making and treatment planning on single tooth preparations and the clinical placement of these restorative materials. Adhesive restorations, esthetics and esthetic bonding are also part of this course.

Offered: Fall/Spring.

**REST 538B - Fixed Prosthodontics (1.5)**

REST 538B is the Year III course in clinical fixed prosthodontics. The course consists of two independent sections both of which must be completed satisfactorily in order to pass the course. The didactic section is a lecture series covering the fundamentals of clinical fixed prosthodontics while the competency section involves simulated patient care activities that the students need to challenge and pass with an "A" - Acceptable grade (at least 70%) in order to pass the course.

Offered: Fall/Spring.

**REST 538C - Removable Prosthodontics (1.5)**

Restorative 538C is a two-semester course in Removable Prosthodontics covering in detail the fundamentals of complete and removable partial denture prosthodontics via lectures.

Offered: Fall/Spring.

**REST 548A - Operative Dentistry (3)**

Students receive clinical instruction in single tooth restorations. This course includes diagnosis, decision-making and treatment planning on single tooth preparations and the clinical placement of these restorative materials. Adhesive restorations, esthetics and esthetic bonding is also part of this course.

Offered: Fall/Spring.

**REST 548B - Fixed Prosthodontics (6)**

This Year IV course is a continuation of Year III Fixed Prosthodontics where students provide comprehensive care in the general practice clinics. Student not only complete single tooth crowns, but restore edentulous spans with either fixed partial dentures or single tooth implants. Competency is assessed with a patient-based examination.

Offered: Fall/Spring.

**REST 548C - Removable Prosthodontics (6)**

This Year IV course is a continuation of year III Removable Prosthodontics where students provide comprehensive care in the general practice clinics. Students fabricate complete dentures, removable partial dentures and interim dentures.

Offered: Fall/Spring.

**SPTC****SPTC 531 - Special Patient Care (1)**

Lectures on select physical, psychological and medical disorders/diseases provide instruction on the delivery of oral health care and management of patients presenting to the dental office with these particular conditions. The course includes discussion of behavioral management of patients with special needs and cognitively impaired older adults.

Offered: Fall.

**TXPL****TXPL 528 - Treatment Planning I (2.5)**

Treatment Planning I is comprised of didactic and clinical instruction and experience in comprehensive treatment planning of patients in the clinic and on simulated patients.

Offered: Fall/Spring.

**TXPL 538 - Treatment Planning II (2)**

This course will primarily focus on preparing students to integrate multiple disciplines into formulating comprehensive treatment plans based on the accuracy of collecting pertinent medical/dental findings, the establishment of proper diagnosis/prognosis and the development of a sequential treatment plan.

Offered: Fall/Spring.

**TXPL 548 - Treatment Planning III (2)**

Treatment Planning III is comprised of instruction/experience in comprehensive treatment planning, including a Treatment Planning Competency, a Patient Outcome Assessment and a Senior Case Presentation.

Offered: Fall/Spring.