



# Dental Aide Applied Certificate

## PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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### Prior learning credit options at Saskatchewan Polytechnic

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See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

### How to navigate this document

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This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

### Contents of this guide

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This guide contains the following specific PLAR information and tools for this program

- A. [PLAR fees](#)
- B. [PLAR eligibility and options](#)
- C. [Dates when PLAR assessment is available](#)
- D. [Special directions for this program](#)
- E. [PLAR contact person](#)
- F. [Self-rating course outlines](#)

## A. PLAR fees

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Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

## B. PLAR eligibility and options

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To be eligible for PLAR for courses in this program, you must first apply for admission and be accepted into the program. You must also consult with the [PLAR contact person](#) and be approved for PLAR assessment.

### Course prerequisites and corequisites

Some courses have one or more other courses that must be completed first (prerequisite) or at the same time (corequisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with corequisites.

### Block assessment

Some programs may assess a cluster of courses together in one block, which may save you time and effort. Ask the [PLAR contact person](#) whether there are any block assessment options in this program.

## C. Dates when PLAR assessment is available

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PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

**All PLAR assessments must be completed by June 15 of each academic year.**

## D. Special directions for this program

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1. **Review** the [PLAR process and FAQs](#) and the information in this guide.
2. **Self-rate** your learning for each course using the [Course Outlines](#) in this guide.
3. **Consult** with the [PLAR contact person](#) for PLAR approval. Be prepared to provide your resume, course self-ratings (see [section F](#)), and a partially completed [PLAR application](#). If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. Apply for admission to the program. See [directions](#) for applying.
5. **Register** for PLAR at [Registration/Enrolment Services](#) once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.
6. **Finalize** an assessment plan with your assigned assessor.
7. **Complete** assessment before your PLAR registration expires.

## E. PLAR contact person

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Contact one of the Program Heads below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next section). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

**Amanda Walters, Program Head**  
Saskatchewan Polytechnic, Dental Aide  
Phone: 306 – 775 - 7542  
Email: [weisbrod2229@saskpolytech.ca](mailto:weisbrod2229@saskpolytech.ca)

## F. Self-rating course outlines

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Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
<a href="#">APHY 160</a>	Essentials of Human Anatomy and Physiology	
<a href="#">DENT 100</a>	Preventive Dentistry and Nutrition	
<a href="#">DENT 101</a>	Oral Embryology, Histology and Anatomy	
<a href="#">DENT 102</a>	Infection Prevention and Control	
<a href="#">DENT 103</a>	Dental Aide Practice 1	
<a href="#">DENT 104</a>	Dental Aide Practice 2	
<a href="#">DENT 105</a>	Dental Communication, Professionalism, and Ethics	
<a href="#">INDG 100</a>	Introduction to Indigenous Studies	<a href="#">Arts and Sciences</a>

**APHY 160 - Essentials of Human Anatomy and Physiology**

You will develop a basic understanding of the anatomy and physiology of the human body. You will discuss the concept of homeostasis. You will acquire knowledge of cells, tissues, organs and all the organ systems of the human body.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Describe the organization of the human body and homeostatic regulation.			
2. Describe the structures and functions of human cells, tissues, and integumentary system.			
3. Describe the structures and functions of the musculoskeletal system.			
4. Describe the structures and functions of the nervous system, the special and general senses, and the endocrine system.			
5. Describe the structures and functions of the blood and cardiovascular system.			
6. Discuss the structures and functions of the lymphatic system.			
7. Describe the structures and functions of the respiratory system.			
8. Describe the structures and functions of the digestive, urinary and reproductive systems.			

**DENT 100 - Preventive Dentistry and Nutrition**

You will be introduced to the concepts of preventive dentistry and nutrition as they relate to general/oral health and disease. You will learn the relationship between dental biofilm and oral diseases. In addition, you will study the appropriate use of and indications for oral care aids, products, and professional methods designed to prevent and control oral disease. You will gain an understanding of the functions and dietary sources of major nutrients, the nutritional needs throughout the lifecycle, as well as nutrition-related oral health issues. Your studies will help you develop the knowledge, skill, and attitude to practice excellent personal oral health care.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** DENT 159

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<p><b>Competent</b></p>	<p><b>Learning</b></p>	<p><b>None</b></p>
1. Describe the concepts of preventive dentistry.			
2. Apply the principles of good nutrition and healthy eating as they relate to the assessment of dietary intakes.			
3. Discuss the role of nutrients in general and oral health.			
4. Describe the significance of dental biofilm in relation to the development of caries and periodontal diseases.			
5. Describe mechanical biofilm control measures.			
6. Discuss nutritional needs and nutrition-related oral health issues throughout the lifecycle.			
7. Describe the methods of professional caries prevention.			
8. Describe chemotherapeutic biofilm control measures.			
9. Apply personal oral hygiene care techniques.			

## DENT 101 - Oral Embryology, Histology and Anatomy

You will learn, through lectures and laboratory/clinical experiences, basic anatomy of permanent and deciduous teeth, sequences of eruption, the basic structures of the oral cavity and the supporting dental structures. You will study prenatal and postnatal development and factors that affect normal and abnormal development of the face, palate, teeth, and related structures of the oral cavity.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** DENT 166

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Identify the types of teeth of the human dentition.			
2. Identify the structures of the oral cavity.			
3. Identify the components of the periodontium.			
4. Explain the embryonic development of the face and oral cavity.			
5. Explain tooth development.			
6. Describe the structures of the teeth.			
7. Explain tooth eruption and exfoliation.			

## DENT 102 - Infection Prevention and Control

Your studies will focus on infection prevention and control in the dental office. You will learn to implement policies and procedures necessary to protect yourself, clients and coworkers and to prevent transmission of disease in the dental office.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** DNTL 167

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Explain infection prevention and control in dentistry.			
2. Use standard precautions to protect the dental health care team.			
3. Demonstrate infection prevention and control when setting up the dental operator.			
4. Demonstrate infection prevention and control when restoring the dental operator.			
5. Sterilize dental instruments.			

### DENT 103 - Dental Aide Practice 1

You will study operations in a dental office, including client records, scheduling, and charting. You will practice the management of dental accounts and dental insurance claims and discuss the management of telephone calls, dental office mail, and office information. You will explain the control of inventory and storage supplies.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Describe client records.			
2. Practice scheduling dental appointments.			
3. Chart the dental examination.			
4. Practice the management of dental accounts receivable.			
5. Practice the management of dental insurance claims.			
6. Discuss the management of dental office communications.			
7. Discuss the management of filing dental office information.			
8. Explain the control of inventory and storage of supplies.			
9. Explain the control of inventory and storage of supplies.			



**DENT 104 - Dental Aide Practice 2**

You will describe the various instruments used in various procedures as well as the assembly, care, and maintenance of dental equipment. You will organize a dental operator, apply fluoride varnish, demonstrate basic moisture control and demonstrate the assembly and disassembly of local anesthetic.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe dental instruments required for dental procedures.			
2. Describe dental hand pieces and rotary instruments.			
3. Organize the dental operator for dental procedures.			
4. Apply fluoride varnish.			
5. Demonstrate the assembly and disassembly of local anesthetic armamentarium.			
6. Demonstrate maintaining moisture control using oral evacuator systems.			

**DENT 105 - Dental Communication, Professionalism, and Ethics**

You will discuss the importance of professionalism, and the ethical principles involved in working in dentistry. You will also study concepts surrounding professional communication, respect, diversity, and client advocacy. You will discuss the dental aide's role in reporting suspected abuse.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Discuss the importance of professionalism in the dental practice.			
2. Discuss respect in the workplace amongst dental health professionals and others.			
3. Discuss diversity and advocacy.			
4. Discuss respecting clients' choices.			
5. Use principles of communication as they relate to the dental aide role.			
6. Discuss strategies for communicating with clients, the dental health team, and the public.			
7. Discuss the dental aide's role in advocating for clients.			
8. Discuss the dental aide's role in reporting suspected abuse.			

**INDG 100 - Introduction to Indigenous Studies**

You will receive an introduction to the Indigenous cultural groups within Saskatchewan. You will learn about the colonization of Indigenous peoples by the Canadian state. Your studies will help you discuss current issues and explore possible solutions.

**Credit unit(s):** 1.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Describe Indigenous nations of Saskatchewan.			
2. Explain how colonization has impacted Indigenous peoples.			
3. Discuss current issues and possible solutions.			