



2011 Continuing Education Catalogue

- CLINICAL DENTAL ASSISTING
- MANAGEMENT OF SPECIFIC CONDITIONS
- INFECTION CONTROL AND OCCUPATIONAL SAFETY DENTAL PRACTICE MANAGEMENT
- SPECIAL OFFERINGS

Members of the CDAA Federation:



CANADIAN DENTAL ASSISTANTS ASSOCIATION
ASSOCIATION CANADIENNE DES ASSISTANT.E.S DENTAIRE

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2011 CONTINUING EDUCATION

Committed to Lifelong Learning

"No one can get an education, for of necessity education is a continuing process." (Louis L'Amour)

The Canadian Dental Assistants' Association (CDAА) values education and advocates for the need of continuing professional development to maintain and enhance the competencies and skills of dental assistants and to ensure public safety.

In our pursuit for quality dental assisting continuing professional development courses, the CDAА developed 15 Canadian content courses, relevant to dental assisting, and secured exclusive distribution of the American Dental Assistants Association (ADAA) continuing professional development library.

To purchase courses please click <https://cdaa.absorbtraining.com/purchase/courses.asp?d=ODk0Mw==>

- Select the course you would like to purchase
- Confirm your purchase
- Login in or create an account
- Continue with your payment

Once your payment has been confirmed you will be able to link to the CE site <https://cdaa.absorbtraining.com/user/default.asp> to access your course. Email verification for each step will also be sent to you. For a more details on how the system works, please review our user guide <http://www.cdaa.ca/news/continuing-education/ce-user-guide/>

Please note:

- You have two **(2) attempts** to pass the exam questionnaire
- You must receive a **passing mark of 70% or more** to receive credits for the course.
- Course credit values are suggested values, verify with your regulatory authority or licensing body to ensure the credit value will be acceptable.
- There are no refunds for courses.

Educational development sponsored by:



Clinical Dental Assisting

M106 - Dental Implants: A Second Chance at Dental Health **Updated!**

Description: Today's dental patients have the opportunity to actually acquire a third set of teeth. Dental Implant therapy for replacing lost teeth has enabled patients to choose a treatment that is more lifelike - and often more beneficial - than other tooth-replacement options. With the increasing popularity of dental implants, the role of the dental assistant has become integral to delivering this type of treatment successfully. The course begins with a brief history of dental implants in everyday practice; benefits and risks; clinical protocol; and sterilization and handling. It offers a comprehensive overview designed exclusively for surgical and restorative assistants.

(3 credits) \$35.00 * Non member \$45.00

M149 - Oral Health Maintenance of Dental Implants

Description: With the demand for dental implants rising, techniques - as well as the benefits to patients - have improved. Oral hygiene maintenance by the patient directly affects the prognosis and success of an implant. This course discusses the required long-term professional and home care maintenance to ensure a healthy peri-implant program. Step-by-step procedures for patients are included.

(1 credit) \$30.00 * Non member \$40.00

M109 - Diseases of the Teeth and Jaws

Description: Learn to recognize the radiographic appearance of dental caries, periodontal disease, periodical pathology and healing of extraction wounds. This course also focuses on the appearance of conditions such as tooth and bone fractures, developmental anomalies and regressive changes of the teeth, and developmental abnormalities of the skull and jaws.

(4 credits) \$40.00 * Non member \$50.00

M112 - Fabrication of Provisional Crowns and Bridges

Description: This course includes information on materials, on numerous fabrication techniques, finishing, polishing and cementing procedures.

(3 credits) \$35.00 * Non member \$45.00

M113 - Alginate Impression and Diagnostic Study Model Techniques

Description: Learn step-by-step procedures for taking alginate impressions. Discover alternatives for obtaining bite registrations. Ascertain various ways of creating study models. This comprehensive course combines theory and practical information to teach correct chair side and laboratory procedures and how to manipulate the dental materials involved. It highlights infection control including disinfections protocol, patient preparation, mixing techniques, alginate tray selection and preparation, use of adhesives, seating and removal of impression trays, inspection of impressions, bite registration techniques, gypsum, pouring casts, separating and trimming casts, and finishing and storage of models.

(3 credits) \$35.00 * Non member \$45.00

M122 - Successful Impressions: First Time. Every Time.

Description: One of the critical details of most dental procedures is the impression. Although CAD/CAM devices are available, most indirect restorations today are fabricated by a dental laboratory. Learn financial considerations, material characteristics, tray selection, tissue management, impression taking techniques, and infection control procedures.

(5 credits) \$50.00 * Non member \$60.00

**M123 - Dental Radiographic Pitfalls & Errors Updated!**

Description: Operator error is responsible for the majority of retakes of dental radiographs. Operator error can occur either while exposing or processing films, and is due to using incorrect or improper techniques. A routine for exposing and processing films using correct technique and maintenance of equipment is critical to maximizing the information obtained from dental radiographs while minimizing patient radiation exposure.

(4 credits) \$40.00 * Non member \$50.00

M147 - Digital Radiography in Dentistry: Moving from Film-based to Digital Imaging

Description: The latest advancement in dental radiography is the use of digital technology in recording dental structures. Digital imaging is steadily making its way into private dental offices and the educational programs of academic institutions. Information included in this course provides the clinician with a basic understanding of digital imaging technology, necessary equipment, digital imaging receptors, imaging technique, acquisition, enhancement, transfer and storage. Comparisons with film-based imaging as well as the diagnostic utility of digital images are discussed.

(4 credits) \$40.00 * Non member \$50.00

M120 - Geriatric Dentistry: Reviewing for the Present, Preparing for the Future

Description: The physical and dental characteristics of ageing are examined in this course which reviews medical conditions that affect preventative and restorative treatment, and offers a variety of resources for patients with xerostomia and physical disabilities.

(4 credits) \$40.00 * Non member \$50.00

M138 - Canadian Guide to Clinical Preventive Healthcare: Caries Prevention

Description: This course reviews an excerpt from a Health Canada publication and educates dental assistants about the clinical preventive guidelines published by the Canadian Task Force on the Periodic Health Examination pertaining to the prevention of dental caries. Information is provided courtesy of Health Canada.

(3 credits) \$35.00 * Non member \$45.00

M139 - Canadian Guide to Clinical Prevention Healthcare: Periodontal Disease

Description: This course reviews an excerpt from a Health Canada publication and educates dental assistants about the clinical preventive guidelines published by the Canadian Task Force on the Periodic Health Examination pertaining to the prevention of periodontal disease. Information is provided courtesy of Health Canada.

(3 credits) \$35.00 * Non member \$45.00

M146 - Gingival Health: Periodontal Assessment

Description: An introduction to finding, locating and assessing periodontal diseases. Included is the importance of the initial examination, the recording of in-depth information in the patient record, and types of clinical evidence that can be found on radiographs. Also covered are the pitfalls involved with inaccurate sulcus depth readings, mobility and furcation classifications.

(2 credits) \$30.00 * Non member \$40.00

☀ M152 - Pit and Fissure Sealants in Preventive Dentistry NEW!

Description: It is the responsibility of dental professionals to assess each patient for possible sealant placement. Long term success of sealants relies heavily on placement technique, patient education, and recare appointments. Types of materials available and placement procedures will also be discussed.
(3 credits) \$35.00 * Non member \$45.00

M125 Wired for Learning - Orthodontic Basics

Description: Orthodontics is an exciting branch of dentistry that specializes in the diagnosis, prevention and treatment of dental and facial irregularities, or from a patient's view, creates great smiles! This course introduces the general dental assistant to the basics of orthodontics, with the goal of peaking interest in this specialty of dentistry, and providing education to springboard an individual considering a career in this specialty.
(3 credits) \$35.00 * Non member \$45.00

M145 - Setting it Straight: Advanced Orthodontics

Description: Extending beyond the content covered in the basic orthodontics course, this course includes information on the six keys to occlusion, orthodontic bonding materials and techniques, instrumentation, archwire alloys, early treatment considerations, treatment risks and limitations, and the latest technologies, with the goal of familiarizing dental assistants with the more advanced aspects of orthodontics.
(3 credits) \$35.00 * Non member \$45.00

Management of Specific Conditions

M115 - Management of HIV-Infected Patients in the Dental Practice

Description: Provides the reader with information regarding the legal and ethical issues surrounding this disease, HIV transmission, the pathogenesis of HIV disease, systemic infections and medications, pertinent laboratory values, HIV disease and AIDS classifications, intra-oral manifestations associated with HIV disease, and a post exposure protocol. Information is presented in a format that will help the dental assistant manage HIV-infected patients.
(4 credits) \$40.00 * Non member \$50.00



M129 - Oncology and Oral Care Updated! Available in French and English. Available online.

Description: This compilation of information enables the dental assistant to learn about oral cancer, its histology, risk factors, screening, dental and oral complications of cancer treatments, and oral prevention. It will assist dental professionals in preparing to accompany an oral cancer patient in their journey from early detection to care before, during and after therapy. Supplemental information provided by NOHIC.
(4 credits) \$40.00 * Non member \$50.00

M126 - Diabetes and Periodontal Health

Description: Due to the growing number of individuals with diabetes, it is likely that most dental practices will be treating patients with this disease. Treating dental patients with diabetes is a growing challenge and this course includes helpful information for the dental professional.
(1 credits) \$30.00 * Non member \$40.00

M131 - Your Patient with Down Syndrome

Description: This course presents current and expert information about Down Syndrome, its connection to dental development, and what dental professionals can do to ensure their patients with Down Syndrome enjoy the best oral care and positive dental office experiences. Assistance provided by the Canadian Down Syndrome Society and Woodbine House publishers.

(4 credits) \$40.00 * Non member \$50.00

M132 - Assisting with the Provision of Oral Health Care for the Autistic Patient

Description: This course is a compilation of information obtained from numerous articles and papers written about Autism and dental treatment pertaining to the patient with autism. The course covers the syndromes of autism and provides suggestions that may help the dental assistant contribute to making dental care more comfortable and successful for the patient with autism.

(3 credits) \$35.00 * Non member \$45.00

M137 - Your Dental Patient with Cerebral Palsy

Description: This course discusses challenges in health care for patients with cerebral palsy, including descriptions of the different forms of cerebral palsy and how it can affect individuals. It provides dental assistants with suggestions on how to make dental treatment more comfortable and successful for the patient with cerebral palsy. Assistance provided by NOHIC and the Centre for Developmental Disability Health Victoria.

(3 credits) \$35.00 * Non member \$45.00

Infection Control and Occupational Safety

M128 - Infection Control in Dentistry

Description: Developed to educate dental professionals on the various elements of infection control in the clinical environment. The course is divided into six major areas: personal protective equipment, disinfection, sterilization, microbial disease, cross contamination and biohazardous waste management and invasive injuries. The course will provide the learner with information relating to current infection control concerns, practices and standards.

(5 credits) \$50.00 * Non member \$60.00

M103 - Mercury in Dentistry: The Facts Updated!

Description: A comprehensive and up-to-date refresher course covering all aspects of dental mercury hygiene. This course offers an excellent summary of the most recent information and recommendations for dental mercury hygiene.


(3 credits) \$35.00 * Non member \$45.00


M121 - Hepatitis: What Every Healthcare Worker Needs to Know

Description: An overview of Hepatitis A, B, C, D, and E with a special emphasis on the bloodborne viruses. An explanation of modes of transmission, epidemiology and prevention of these potentially life-threatening infections is presented in a clear and informative manner.

(4 credits) \$40.00 * Non member \$50.00



 **M134 - Dealing with Latex Allergies at Work Updated!**
Description: This challenging course was developed in partnership with the Worker's Compensation Board of BC. It provides a comprehensive description of exposure risks, health risks and signs & symptoms of related medical conditions. It provides recommendations for the safe use of rubber products as well as valuable suggestions on minimizing exposure. The course will present the dental assistant with current, valid and relevant facts about latex allergies in the dental environment.
(4 credits) \$40.00 * Non member \$50.00


 **M104 - Nitrous Oxide and Oxygen Sedation: An Update on Biohazard Issues Updated!**
Description: Provides up-to-date information on current regulations pertaining to nitrous oxide waste in the dental office. Details the effects on dental personnel of chronic exposure to and abuse of nitrous oxide. Describes methods of reducing nitrous oxide waste levels and types of monitoring systems that are available.
(2 credits) \$30.00 * Non member \$40.00

M127 - The Ergonomics of Dental Assisting: Preventing & Managing Work-Related Pain
Description: This course is designed to help assistants prevent work-related pain and injuries. Learn anatomy and mechanisms of microtrauma affecting the assistant.
(3 credits) \$35.00 * Non member \$45.00

Dental Practice Management

M107 - Basic Concepts of Dental Practice Management
Description: Provides an overview of the basic tasks of dental business office managers. Includes discussion of basic concepts in business office design and arrangement, duties of the dental business assistant, types of management styles, the concept of service in a health care profession, interpersonal and written communication, business etiquette, and the application of various business systems in the dental office.
(5 credits) \$50.00 * Non member \$60.00

M108 - Advanced Dental Practice Management Concepts
Description: Provides the dental office manager with an overview of basic management systems. Includes information on responsibilities and characteristics of a manager, the selection process for automated equipment in the dental business office, maintenance of records, common management procedures and systems, and tips on advertising, interviewing, hiring and orientating a new employee.
(3 credits) \$35.00 * Non member \$45.00

 **M119 - Designing a Comprehensive Health History Updated!**
Description: A guideline for designing or updating medical and dental history forms for any dental practice. Learn the basic components of a patient's medical history.
(3 credits) \$35.00 * Non member \$45.00

M135 - Understanding an MSDS

Description: This course was developed to educate dental assistants on the documents developed by organizations such as the Canadian Centre for Occupational Health and Safety (CCOHS) for healthcare workers. The Material Safety Data Sheets (MSDS) are an essential starting point for the development of a complete health and safety program.

(3 credits) \$35.00 * Non member \$45.00

M136 - Privacy Protection & The Disclosure of Health Information: Legal Issues for People Living with HIV/AIDS in Canada

Description: This course is a compilation of information obtained from a series of pamphlets prepared by the Canadian HIV/AIDS legal network. The information will provide the dental assistant with an understanding of the legal, ethical and moral obligations required to keep patients' health information private. The information is based on the Privacy Protection and Disclosure of Health Information Legal Issues for people living with HIV/AIDS in Canada.

(4 credits) \$40.00 * Non member \$50.00

Special Offerings

**M102 - Forensic Odontology Updated! Available online.**

Description: Revised in 2011, this course covers the specialized field of forensic odontology and includes a brief history of forensics and the use of dentition in personal identification and criminalities. It highlights the legal aspects of forensic medicine, its relation to dentistry and the judicial system, and the role of forensics in both a mass disaster and the identification of a body. The learner will also develop an understanding of how forensic odontology relates to abuse and the battered child syndrome. The manual looks at bitemark identification and denture marking. Assistance provided by Dr. D. Sweet of the B.O.L.D Lab. **Please note that some of the images included in this manual feature content that might be disturbing to some people**

(4 credits) \$40.00 * Non member \$45.00

M143 - From Abuse Recognition to Victim Identification

Description: This course educates dental professionals on how they can use their knowledge to identify patients suffering from abuse. Attention is drawn to current regulations and how the laws interpret the responsibilities and involvement of the dental team. Supplemental information courtesy of Dr.F.Stechey and Health Canada. **Please note that some of the images included in this manual feature content that might be disturbing to some people**

(3 credits) \$35.00 * Non member \$45.00

**M105 - Sports-Related Dental Injuries and Sports Dentistry Updated!**

Description: Participants learn about soft tissue injuries, jaw fractures, TMJ injuries and other problems related to sports injuries. Emergency treatment is discussed. Statistics relating to sports/dental injuries are presented as well as differentiating mouth guard types available and patterns of use by males and females, cultural differences and effects of peer pressure.

(2 credits) \$30.00 * Non member \$40.00



M111 - Understanding Nicotine Addiction and Tobacco Intervention Techniques for the Dental Professional

Description: Dental assistants, as well as other health professionals, have an ethical obligation to inform their patients about the hazards of tobacco use and to encourage tobacco users to stop. This course describes the physical effects of tobacco use and the nature of nicotine addiction. It also teaches dental professionals skills to help tobacco users become free of their addiction.

(3 credits) \$35.00 * Non member \$45.00

M130 - Dentistry Has Gone to the Dogs...And Cats!

Description: Using current information from pet and veterinary websites, this course presents an overview of dentistry as it relates to our pets and dental diseases that affect our furry friends. Assistance provided by Dr.Dunn, DVM and www.thepetcenter.com.

(2 credits) \$30.00 * Non member \$40.00

M148 - Complimentary and Alternative Medicine Techniques Available for Dentistry

Description: Complimentary and alternative medicine used in dentistry is inclusive of various treatment modalities. Dental patients continue to request these therapies to prevent invasive procedures, relieve anxiety and save on cost. Many different methods of alternative treatment are covered.

(2 credits) \$30.00 * Non member \$40.00

**M150 - Eastern Medicine Meets Dentistry: The Use of Herbal Supplements in Dentistry NEW!**

Description: With the widespread use of herbal supplements in the busy lives of our patients today, it is important for the dental team to become familiar with the more commonly used supplements and possible contraindications for dental treatment. This course will cover some of the more popular herbals, alternative uses in dental treatment, and potential drug interactions with commonly used drugs in dentistry.

(3 credits) \$35.00 * Non member \$45.00

M144 - ITRANS Claim Service Guide

Description: This course was developed to educate dental assistants/office administrators on the ITRANS Claim Service. The course reviews a tool available to front line staff dealing with the submission of dental claims on behalf of patients. With ITRANS capabilities like secure submission of CDAnet™ claims via the Internet and on-line claims status monitoring, patients will benefit from a better claims process.

(4 credits) \$40.00 * Non member \$50.00

**M151 - The Language of Dentistry NEW!**

Description: Dentistry has a vast and precise language that people new to the healthcare profession may find difficult to understand. As a healthcare worker, it is important to speak the language with office staff and other healthcare entities and to also translate technical terms to the patient. This course includes root words, prefixes, suffixes, abbreviations, and acronyms commonly used in dentistry.

(1 credit) \$30.00 * Non member \$40.00

