UTHealth Houston
SCHOOL OF DENTISTRY

Student Guide to Academic Studies

2024-2025

UTHealth Houston
School of Dentistry

THE DENTIST'S PLEDGE

I, as a member of the dental profession, shall keep this pledge and these stipulations.

I understand and accept that my primary responsibility is to my patients, and I shall dedicate myself to render, to the best of my ability, the highest standard of oral health care and to maintain a relationship of respect and confidence. Therefore, let all come to me safe in the knowledge that their total health and well-being are my first considerations.

I shall accept the responsibility that, as a professional, my competence rests on continuing the attainment of knowledge and skill in the arts and sciences of dentistry.

I acknowledge my obligation to support and sustain the honor and integrity of the profession and to conduct myself in all endeavors such that I shall merit the respect of patients, colleagues, and my community. I further commit myself to the betterment of my community for the benefit of all society.

I shall faithfully observe the Principles of Ethics and Code of Professional Conduct set forth by the profession.

All this I pledge with pride in my commitment to the profession and the public it serves.

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Welcome to the
UTHealth Houston School of Dentistry

On behalf of the faculty, students, staff, and administration of the UTHealth Houston School of Dentistry (UTSD), welcome to the 2024-2025 academic year!

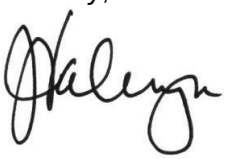
The Student Guide to Academic Studies is designed to help you become familiar with the policies and procedures needed to successfully navigate our curriculum and school. It is every student's responsibility to learn and adhere to the information in this guide. You will refer to it often as you progress through the D.D.S. program.

As a former UTSD student myself, I can assure you that while your dental education will be challenging and demanding, it will be transforming as well. You will gain the knowledge and skills of a practitioner, one who does not simply perform procedures, but who makes a difference in patients' lives. You will make friendships here that last a lifetime, forged as they are in the shared experience of becoming competent, caring professionals. And in the process, one of the lives you change will be your own.

I encourage you to take advantage of the many opportunities for learning and growth that will be part of your dental education. The faculty will help you, guide you, advise you, and stimulate learning, challenging you to excel in pursuit of your goals. But as with any professional education, you will set the tone of your own experience. Be inquisitive. Be open to learning. Do more than is expected. These years truly do exemplify the saying, "You get out of it what you put into it." I can assure you that if you do, the rewards will be tremendous – not just during your time at the School of Dentistry – but lifelong.

We look forward to working with you throughout your UTSD experience and in the years to follow. Best wishes on your dental school journey!

Sincerely,



John A. Valenza, D.D.S.
Dean
William N. Finnegan III Distinguished Teaching Professor in the Dental Sciences

INTRODUCTION

The *Student Guide to Academic Studies* is designed to provide students with a readily available source of information about UTSD's curriculum, academic policies, available services, and other items of interest. Analogous material regarding clinical activities can be found in the *UTSD Clinic Manual*. Because this information is essential to functioning successfully within the curriculum, students are expected to be familiar with the material contained in the Guide and keep it available for reference throughout the year. Failure to abide by the information set forth in the Guide renders a student subject to academic or disciplinary action. Circumstances may dictate a change in the Guide in the future. If such changes occur, students will be appropriately notified. Should any additional information or clarification be required, students are encouraged to contact the Office of Student and Academic Affairs.

UTHealth Houston School of Dentistry

2024-2025 Operating Hours

All Student Clinic Areas

Monday – Friday	7:00 am – 5:30 pm
Saturday – Sunday	Closed
Holidays	Closed

**Patient Care is provided between the specified clinic hours on Monday-Friday only*.

Student Pre-clinical Laboratory and Simulation Clinic, Rooms 3120 and 3130

Monday – Friday	6:00 am – 9:00 pm
Saturday and Sunday	9:00 am – 9:00 pm
Holidays	Closed

Student Preclinical Laboratory and Simulation Clinic, Rooms 3430 and 3460

Monday – Thursday	7:00 am – 9:00 pm by badge access
Friday	7:00 am – 9:00 pm by badge access
Saturday and Sunday	9:00 am – 9:00 pm by badge access HolidaysClosed

Students are individually responsible to ensure that the laboratory and operatory areas are clean and neat. If everyone cleans up after themselves the laboratory and operatories will be fully functional at all times. Students who do not clean up after themselves may be recommended for disciplinary action.

Students must ensure that cleaning and maintenance personnel can adequately clean the laboratories and operatories. Students should make accommodations so this vital function can occur.

Library

Monday – Thursday	7:30 am – 9:00 pm
Friday	7:30 am – 5:00 pm
Saturday	9:00 am – 5:00 pm
Sunday and Holidays	Closed

Summer Hours (*May – August)*

Monday – Friday	8:00 am – 5:00 pm
Saturday and Sunday	Closed
Holidays	Closed

School of Dentistry Building Hours for DDS and DH Students

Monday – Friday	6:00 am – 10:00 pm
Saturday and Sunday	9:00 am – 9:00 pm
Holidays	Closed

CURRICULUM

UTSD employs a curricular model designed to maximize the student's learning experience. The curriculum is organized around three specific themes: The Science of Dentistry, The Art of Dentistry, and the Practice of Dentistry. UTSD embraces the critical role of science, scientific discovery, and the application of scientific principles in preparing our students to be competent health care providers. As one of our three core themes, The Science of Dentistry is designed to provide relevant scientific content that not only serves as a foundation for understanding health and disease, but also intersects with, and connects to, patient care.

While science underpins all that we do, there is art in restoring a diseased dentition, in the ability to impact someone's self-esteem by improving their smile, and in the skills required to effectively communicate with the individuals under our care and our colleagues. There also is an art to preventing disease, promoting health, and making sound clinical decisions reflective of the expertise of the practitioner and the desires of the patient.

The goal of the core curricular theme entitled "The Art of Dentistry" is to embrace these definitions in their broadest context. While the technical skills and art of preparing and restoring the dentition are important, this curricular theme also emphasizes the other artful skills of dentistry (and everyday life) - for example, communication, humanism, ethics, appreciating our differences, and taking care of self. We believe these skills are equally important to being a competent health care provider. Firmly establishing this equality as a basic tenet of our curriculum will shift our focus from a "disease-centric" technical skills-based care model to a "person-centric" model of dental education and care delivery.

Dentistry is the evaluation, diagnosis, prevention and treatment of diseases, disorders and conditions of the oral cavity, the craniomaxillofacial area and the adjacent structures and their impact on the human body. This care is provided by dentists within the scope of their education, training, and experience in accordance with the ethics of the profession and applicable law. Content delivered through The Practice of Dentistry theme supports this definition of dentistry by providing clinical experiences in a variety of settings; outlining rules, regulations and ethical principles governing the dental profession; and reinforcing concepts of professionalism. The clinical experiences also reinforce the knowledge and skills developed under The Science of Dentistry and The Art of Dentistry themes, serving to prepare our students to become competent general dentists. Recognizing that the practice of dentistry can take many forms, content in this theme also exposes students to current and emerging models of health care delivery and practice, as well as alternate career pathways.

There is intentional integration of the various disciplines to aid the student in assimilating the knowledge necessary for developing a sound, decision-making process, and technical skills necessary in dentistry. The building blocks of this model are the various courses, laboratories, and clinics offered at UTSD. Each course is overseen by a course director who has the responsibility of organizing the educational material contained in the course, as well as the efforts of the other contributing faculty. The ultimate responsibility for each course lies with the department chairperson.

COURSE SYLLABI

All course directors will provide a written guide, or syllabus, that contains all of the necessary information for successful completion of the course. Goals are stated for each course, describing the overall aim of the course. Every course syllabus contains a list of competencies from the UTSD Competencies for the General Dentist that will be taught, as well as learning objectives—what the student should be able to do

once the course has been successfully completed. General dentists are the primary oral health care providers for patients of all ages and should serve as role models for students, teaching them appropriate therapeutic strategies, and how to refer patients who need more advanced care.

Required and recommended resources to achieve the course objectives that are listed, and generally include both media and human resources. Finally, all course syllabi list the evaluation methods to be used in determining the course grade, including any necessary rubrics. This section states the relative weights of each evaluation component, e.g., exams, quizzes, practical exams, etc. The clinical course syllabi contain all of the above information, and in addition, information on clinical competency examinations.

There are currently three, two-year clinical courses that span the third and fourth years of the curriculum. Students will complete these courses within that two-year span. Although grades will not be administered until the completion of the fourth year, all specific requirements and information pertaining to these courses are listed in the course syllabi and available on Canvas to both third- and fourth-year students.

ELECTIVES, EXTERNSHIPS, AND CONTINUING DENTAL EDUCATION PROGRAMS

Electives

The electives program at UTSD is designed to offer enrichment courses in a variety of areas beyond the scope of the required predoctoral curriculum. **The electives requirement for graduation is four** (4) **credit hours. It is the student's responsibility to register and complete these electives prior to graduation.** The list of electives currently offered can be found in Appendix A.

Registration for electives through **MyUTH**, Campus Solutions, will be for the entire academic year. Class #'s for each elective are furnished in the Electives Catalog, Appendix A. Elective Add/Drop dates through **MyUTH** are as follows:

Fall 2024, DBEB	August 19, 2024 – August 30, 2024
Spring 2025, DBEC	January 6, 2025 – January 17, 2025
Summer 2025, DBEA	June 2, 2025 – June 6, 2025

All students may participate in a Table Clinic Elective (5001). Each student may participate twice, but the table clinic cannot be duplicated. The number of students participating in the same Table Clinic may not exceed three (3). All Table Clinics are presented at the Greater Houston Dental Society's Star of the South Dental Meeting.

In order to be eligible for travel awards to attend the American Dental Association Annual Session, the student must develop and present the Table Clinic individually. Honors electives will be offered to students by invitation of the individual department's course directors.

Students who wish to register for electives that are TBA (to be arranged) **must** contact the course director before registration to avoid conflict with rotation assignments.

Students should make certain of their interest in an elective before registering, as electives that are not taken/dropped will remain on the student's transcript with an "I (Incomplete)." If the description of a course is insufficient to enable a decision on enrollment, students **should obtain additional information from the course director prior to registering**.

Final elective grades are reported to the Registrar's Office through MyUTH as Pass ("P") or Fail ("F").

Externships

Externships are for our own *UTSD dental students* who wish to apply for externships available here at

UTSD or elsewhere at other dental schools. UTSD students are required to complete the Student and Academic Affairs' two-page ***Externship Approval Form*** for each externship to which they are applying, whether it is at UTSD or elsewhere. (This is specified in the *Student Guide* under the section, "Procedures for Reporting Absences.") Please contact the Office of Student and Academic Affairs for additional information and a copy of the form.

Continuing Dental Education Programs

Students attending UTSD are required to participate in **two approved** Continuing Dental Education Programs during the third and/or fourth year of dental school. Participation in this activity introduces students to lifelong learning and the quality and advantages of continuing dental education. In a world that changes so rapidly, the only way to be an informed dental practitioner is through participation in high quality, continuing dental education programs.

To participate in a Continuing Dental Education Program, students must register for the Program in the same manner that all other participants register. Available courses are posted on the Continuing Dental Education website https://dentistry.uth.edu/pace/ . The PACE Center (Suite 6130, telephone 713-486-4028) can assist students with registration. Students must have approval from the PACE Center to attend any Continuing Education Program. In addition, once a student has been registered to attend the program, it is their responsibility to notify the Office of Continuing Dental Education if they are unable to attend the program for any reason.

Students will attend *two*, Continuing Education Programs at no personal cost for the program or meals, but will be responsible for the cost of any required course materials, supplies, or equipment. The Generations Conference will also count as a continuing education credit course.

Students must resolve any conflicts with scheduled examinations or special activities with required attendance prior to participation in any Continuing Education Program. Students must attend the entire course. If the program is a two-day program, they must attend all of both days.

Verification of Participation

At the completion of the course, the student must complete a "Continuing Dental Education Program Critique Form," and return it to the Office of Student and Academic Affairs. This will serve as verification of the student's participation in the program. Questions regarding this program, should be directed to the Office of Student and Academic Affairs (Suite 4120; 713-486-4151), or the PACE Center (Suite 6130; 713-486-4028).

COURSE EXEMPTIONS

Due to the advanced educational level of some students, such as a prior advanced degree, it may be possible for some students to be exempted from certain courses. All decisions regarding exemptions are determined by the Associate Dean of Student and Academic Affairs, in coordination with individual department chairs, and are not subject to appeal. Students who wish to apply for exemption must petition to the Associate Dean for Student and Academic Affairs, in writing, and present any available documentation of successful completion of the material, e.g., transcript, national board scores, etc. Following a review of the petition, the Associate Dean of Student and Academic Affairs will inform the student within two weeks, in writing, of the decision regarding the student's request for exemption.

Students who are repeating an academic year are typically required to repeat the entire year, both didactic and clinical courses. Students will not be exempted from previously completed preclinical and clinical courses, but depending upon circumstances, may be exempted from some didactic courses taken during the year to be repeated. This will be determined by the appropriate Evaluation and Promotion Committee.

EXAMINATIONS AND GRADING

EXAMINATIONS AND ABSENCES

Examinations are administered by the course directors or their designee. The date, time, and location of major exams are published in the syllabi and the student schedule. If a student does not attend an examination on the specified date and time, the student must contact the course director within five working days of the exam date. If the student cannot produce acceptable documentation for an excused absence to the Office of Student and Academic Affairs, a grade of zero (“0”) will be recorded. A student with an unexcused absence may be granted a make-up exam; however, a penalty will be applied.

Students producing adequate documentation to the Office of Student and Academic Affairs will be granted an "excused absence" and allowed to take a make-up exam, without penalty, to be administered by the course director. The format of the make-up exam is at the course director’s discretion and it may be different than the original exam. The course director, or their designee, will grade the exam.

All exams are required to be graded within seven days following the examination. Grades will be posted in Canvas.

EXAMINATION REVIEW

The course director, at their discretion, may post an exam key for student review or schedule a review of the examination. Students who desire to individually review their course examinations must do so by arranging an appointment with the course director within 14 days of the date the exam grades were made available.

GRADE REPORTING

At the end of the course, the course director reports all final course grades to the Registrar through **MyUTH**. At the end of each semester, students may access their grades through **MyUTH**. If any course grades have not been reported, the student should contact the Course Director and the Office of Student and Academic Affairs.

Equivalent numerical grades, letter grades and performance are listed below:

Numerical Grade	Letter Grade	Performance
90-100	A	Exceptional
80-89	B	Above average
70-79	C	Average
0-69	F	Failing
—	IU/IS	Incomplete
—	**	No grade

An "IU" (incomplete-unsatisfactory) will be assigned if a student fails to complete all course requirements. The "IU" will be recorded and remain until a make-up examination is taken or other course requirements are completed, and a grade change is received by the Office of Student and Academic Affairs.

An "IS" (incomplete-satisfactory) may be assigned if a student presents an appropriately documented excuse to the Office of Student and Academic Affairs for failing to attend a scheduled examination, missing

a deadline or failing to complete other course requirements. The "IS" will be removed when the examination or other requirements are completed, and a grade change is received by the Office of Student and Academic Affairs.

Failure to remove a course grade of “incomplete” (“IU” or “IS”) by the end of the following semester results in a course grade of “0”. This policy applies to didactic and preclinical courses. It does not apply to clinical or elective courses.

COURSE FAILURES AND REMEDIATION

Students are required to obtain a passing grade in every course. Failure of any course during any semester or failure to maintain a passing status will result in the student’s case going before the Evaluation and Promotion Committee (E&P) designated for the appropriate year of the curriculum. The E&P Committee will meet and decide if the student should be allowed to remediate the course, repeat the academic year, is dismissed from the school, or another action as prescribed by the Associate Dean for Student and Academic Affairs, following receipt of the recommendation of the respective student’s E&P Committee.

The E&P Committees, in consultation with the relevant course director(s), make the final decision on remediation to correct a completed course failure or a grade of “Incomplete.” Final course grades are submitted to the Associate Dean for Student and Academic Affairs and to the appropriate E&P Committee chairperson. Final grades for all completed courses are reviewed by the Committees at the close of each academic year.

Remediation may consist of:

- a re-examination after a reasonable period of guided or independent study at the recommendation of the course director and with permission of the E&P Committee, which has overview of the student’s total performance; and
- successful completion of a remedial program determined by the course director and the committee.

Failure of the remediation will result in the student’s case going back to the appropriate E&P Committee for a determination of having to repeat the course, repeat the academic year, or dismissal from the program. *Any course failure is open to one remediation attempt only*. Students who are required to remediate a course failure may have a modified academic or clinical schedule, which can lead to a delayed graduation and additional tuition and fees. The Associate Dean for Student and Academic Affairs determines final course scheduling, often times in coordination with the Associate Dean for Patient Services.

If remediation is approved by the E&P Committee, the time frame for remediation of failed or incomplete courses will be established by the Course Director; however, *only one attempt at remediation will be allowed*. If a student successfully remediates a course, the student will receive a grade of 70; however, the original grade will appear on the grade report along with the 70. Students receiving a grade of less than 70 for remediation will receive the failing grade. Likewise, the original grade for the course will appear on the grade report, along with the failing remediated grade. Students who are unsuccessful in their attempt to remediate a course failure will be considered for appropriate academic action by the respective student’s E&P Committee.

GRADE GRIEVANCE

If a student disputes the grade received on a course examination, it is the student's responsibility to arrange an appointment to discuss the grievance with the appropriate course director within five working days of the grade in question. The course director retains the primary responsibility for student evaluation and assignment of grades. A faculty member's judgment in such cases is final unless there is substantial

evidence of discrimination, differential treatment, or error. If, after meeting with the course director, the student feels that the grade grievance has not been adequately addressed, the student may appeal the grievance in writing to the Associate Dean for Student and Academic Affairs within seven working days. The Associate Dean for Student and Academic Affairs will review the case and submit a written recommendation to the Dean within fourteen working days. The Dean will respond in writing to the student's grievance within five working days. In academic issues the determination of the Dean is final and not subject to further appeal.

PROGRESS EVALUATION

ESSENTIAL SKILLS FOR DENTISTS

To be successful, dentists must demonstrate cognitive skills in critical and logical/analytical thinking. Dentists must possess and demonstrate psychomotor skills (fine motor dexterity and coordination) and observational skills (vision, hearing and tactile abilities) sufficient to master the clinical procedures essential in the treatment of dental disease.

All individuals who apply for admission to the UTHealth Houston School of Dentistry, without exception, must be able to perform essential functions. Essential functions are the basic activities and technical standards that a student must be able to perform to complete the curriculum. An applicant who does not possess the following essential skills—either with or without reasonable accommodations—will not be considered for admission.

Communication

Students must be able to communicate effectively with patients and patient family members, peers, staff, faculty, and other members of the health care team. Communication requires the ability to assess all information provided by the patient including non-verbal responses, within safety-related timeframes. Students must be able to communicate in oral and written format that is succinct, organized, and complete. These communications will include assessments, prescriptions, and dental record notes. Students must be able to demonstrate sensitivity to cultural, emotional, and societal issues.

Sensory and Psychomotor Skills

Students must be able to gather patient information needed for a diagnosis through adequate visual, tactile, smell, and auditory senses. Students must have sufficient physical abilities and stamina to provide dental care and respond to emergency situations. Students must have the manual dexterity to execute both gross and fine motor movements required to provide dental care for their patients.

Cognitive Abilities

Students must have the cognitive abilities to master the dental curriculum, including the basic, behavioral, and clinical sciences. Students must be able to measure, calculate, reason, analyze, synthesize, integrate, and apply information. In addition, students must be able to comprehend three-dimensional relationships and to understand the spatial relationships required to provide dental care. Students must be able to demonstrate critical thinking, problem solving, and decision-making skills required in the practice of dentistry.

Behavioral and Social Attributes

Students must be able to demonstrate professional behavior and function with integrity and responsibility while maintaining a high ethical standard. In addition, the students must be able to demonstrate the ability to be compassionate, empathic, and tolerant. Students must be able to interact in a collegial manner and demonstrate the ability to participate in teamwork. Students must possess the emotional health required to use their intellectual abilities fully, such as exercising good judgment, promptly completing all responsibilities attendant to the diagnosis and care of patients, and developing mature, sensitive, and effective relationships with patients. Students must be able to tolerate physically taxing workloads and to function effectively under stress. Students must be able to adapt to changing environments, respond appropriately to unpredictable circumstances, and to display flexibility.

Chronic Conditions

Students must not possess any chronic or recurrent illnesses such as infectious, psychiatric, or substance abuse problems that would interfere with quality patient care or safety and that are not compatible with dental practice or training.

PROGRESS EVALUATION

Student progress will be evaluated at least five times annually by the respective student's E&P Committee. These committees are charged with reviewing student progress and recommending action to the Associate Dean for Student and Academic Affairs. The ultimate decision in matters of academic standing lies with the Dean based on the recommendations of the Evaluation and Promotion Committees, any appropriate Appeals Committee, and the Associate Dean for Student and Academic Affairs. The E&P and Promotion Committees will base its recommendations on the following academic measurements:

- Didactic performance
- Preclinical lab performance
- Clinic performance
- Course failure
- Professional and ethical conduct

END OF FALL AND SPRING SEMESTER EVALUATION

At the end of the fall and spring semesters, every student is expected to have successfully completed all courses plus all pre-clinical and clinic experiences required in the fall semester with a cumulative average of 76 or above. Students who fail to perform satisfactorily will be recommended for corrective action to the Associate Dean for Student and Academic Affairs by the respective Evaluation and Promotion Committee. These students will receive written notification defining their deficiencies and the corrective action they must take. Any student whose record or conduct indicates that they are not qualified to continue the study of dentistry will be considered for academic action that could include dismissal. A detailed explanation of "Dental Student Evaluation and Promotion Policies and Procedures" is available at this link: https://inside.uth.edu/dentistry/docs/dds-eval-promotion-committee-guidelines.pdf

Mid-semester evaluation for the fall and spring semesters are also conducted to analyze student's progress to that point in the curriculum. This enables the school to act in assisting students in academic difficulty and provide any needed consultation or help.

END OF YEAR EVALUATION

At the end of an academic year, which includes the Summer Session, every student is expected to have successfully completed all courses and clinic requirements for the year with a cumulative grade average of 76 or above.

In order to be considered for **promotion**, a student must complete the following requirements:

- Successful completion of all courses and clinical procedures for a given year.
- Maintenance of a minimum cumulative grade average of 76 for didactic courses.
- Maintenance of a minimum cumulative grade average of 76 for preclinical laboratory courses.
- Maintenance of a minimum cumulative grade average of 76 for clinical courses.
- Maintenance of acceptable professional and ethical standards.

Students who fail to perform satisfactorily will be recommended for corrective action to the Associate Dean for Student and Academic Affairs by the respective E&P Committee. These students will receive written notification defining their deficiencies and the corrective action they must take. Any student whose record or conduct indicates that they are not qualified to continue the study of dentistry will be considered for academic action that could include dismissal. Meetings may be called at any time during the year to discuss a student's record or conduct.

A detailed explanation of "Dental Student Evaluation and Promotion Policies and Procedures" is available in the Office of Student and Academic Affairs or at this link: https://inside.uth.edu/dentistry/docs/dds-eval-promotion-committee-guidelines.pdf

DEAN'S STUDENT EXCELLENCE LIST

Students whose academic performance ranks them in the upper 10 percent of the class for the semester, based on the semester GPA, will be considered for the Dean's Student Excellence List.

EVALUATION FOR GRADUATION

Completion of DDS Program

Students are expected to complete the DDS Program in four academic years. Due to extenuating circumstances, including leaves of absence, repeating a year, clinical activities, and academic performance, students may need more than four academic years to complete the program. If additional time to complete the program is granted, the program must be completed in no more than six academic years from the time of matriculation. Under extremely unusual circumstances, a student may petition, in writing, for an exception to this policy. The petition must be sent to the Associate Dean for Student and Academic Affairs and is reviewed by the E&P Committee.

In order to be considered for **graduation**, a student must complete the following:

- Successful completion, as validated by the departments, the Evaluation and Promotion Committees, and the Administration, of all courses and clinical procedures.
- Maintenance of a minimum cumulative grade average of 76 for didactic courses.
- Maintenance of a minimum cumulative grade average of 76 for preclinical laboratory courses.
- Maintenance of a minimum cumulative grade average of 76 for clinical courses.
- Satisfactory completion of all required competency examinations.
- Satisfactory completion of all extramural rotations.
- Satisfactory completion of a minimum of four credit hours of electives.
- Satisfactory completion of two UTSD Continuing Education courses.
- Pass the Integrated National Board Dental Examination.
- Payment of all outstanding fees and return of all loaned equipment.
- Payment of the appropriate Graduation Fee.
- Demonstrated evidence of satisfactory moral, professional, and ethical behavior.

Issuance of DDS Diploma

Students who have completed all of the criteria listed above will be eligible to receive their diploma on the day of Commencement. However, if one or more of the criteria listed above is not met prior to the day of Commencement, the student will not be eligible to receive their diploma on the day of Commencement. The student's official graduating date will be the day that all criteria have been met. Diplomas are then ordered from the Registrar's Office. The time frame for receiving the diploma will be four to six weeks after the order is placed.

APPEAL PROCESS

A UTSD student may appeal any academic action by an E & P Committee to the Associate Dean for Student and Academic Affairs, in writing, within three (3) calendar days after receipt of notice of the academic action. The student must provide the Associate Dean for Student and Academic Affairs a "complete" appeal, which includes a written statement clearly explaining all rationale for the appeal and any additional documentation the student possesses that the student believes supports the student's rationale for the appeal.

The Associate Dean for Student and Academic Affairs will refer each complete appeal to an Ad Hoc Appeal Committee ("Appeal Committee"). The Office of the Associate Dean for Student and Academic Affairs will assist by scheduling the meetings of the Appeal Committee.

The UTSD Student E&P Committee consist of four subcommittees: The First Year Dental Student E & P Subcommittee, the Second Year Dental Student E & P Subcommittee, the Third/Fourth Year Dental Student E & P Subcommittee, and the Dental Hygiene Student E & P Subcommittee. Each subcommittee is led by a chair and a vice chair.

- The Chair of the Appeal Committee will be selected and appointed by the UTSD Committee on Committees and approved by the Faculty Senate (an alternate Chair will also be selected from among the faculty of UTSD). The Chair, serving a three-year term, will preside over the Appeal Committee. The alternate will preside over the Appeal Committee in the event that the Chair is unable to attend.

- The Appeal Committee will be made up of the chairs of each of the E & P subcommittees not involved in the academic action being appealed. Vice chairs of the E & P subcommittees may serve in this role in the event a subcommittee Chair is unable to participate. In addition, an additional member of the Appeal Committee will be selected by the Associate Dean of Student and Academic Affairs from among the UTSD faculty. This member of the Appeal Committee cannot be the student's faculty advisor or a member of the E & P subcommittee making the decision being appealed.

- Each of the Appeal Committee members will have one vote. In the case of a tie vote, the Chair of the Appeal Committee will vote to break the tie.

The Appeal Committee will review the student's appeal letter and/or written statement and documentation, if any, submitted by the student, meet with the student, the student's faculty advisor, the Chair of the E & P subcommittee taking the academic action being appealed, and other individuals at the discretion of the Chair of the Appeal Committee. The Chair of the Appeal Committee shall submit a final recommendation to the Dean within seven calendar days of the final Appeal Committee meeting. The Dean shall consider the recommendation of the Appeal Committee, may review the materials submitted to the Appeal Committee, and may interview other individuals. At his or her discretion, the Dean may meet with the student. The student will be notified of the Dean's decision within ten (10) calendar days after the Dean's receipt of the Appeal Committee recommendation. The Dean's decision regarding the academic action of the E & P subcommittee is final. The results of the Appeal Committee may be shared with the Chair of the Department involved.

The student, upon written request to and approval in writing from the Associate Dean for Student and Academic Affairs, may continue academic studies while the appeal of an academic action is under review and until the student receives notification of a final decision by the Dean. If after the appeals process is completed an academic action of dismissal is upheld, a dismissed student must immediately discontinue participating in all UTSD educational activities. All personal belongings must be removed from the UTSD facilities immediately following receipt of the final decision of the Dean. If the decision is to repeat the year, then the student must arrange for enrollment, financial payments, registration, and the removal of any holds on their records. The student will be responsible for payment of tuition and fees for the year they are required to repeat. If a decision of remediation is rendered the student will then work with the appropriate course director(s) to complete the remediation.

POLICIES AND RESPONSIBILITIES

PROFESSIONALISM

Professionalism is defined as, "the conduct, aims, or qualities that characterize or mark a profession or a professional person." While these characteristics may vary from profession to profession, the practice of dentistry requires professionalism which goes far beyond basic honesty and integrity. The University of Texas School of Dentistry at Houston's faculty and administration are dedicated to the development of professionalism in all students. The aim of the institution is to create a learning environment which offers students the opportunity to develop standards of excellence which will sustain them throughout their professional careers.

While students will be evaluated on the basis of their intellectual and psychomotor abilities, students are also required to be exemplary in their grooming, personal conduct, and relationships with faculty, peers, and patients.

The students' responsibilities at UTSD may be classified in five broad areas, which are as follows:

- academic performance
- academic integrity
- professional conduct
- conduct associated with The University of Texas Health Science Center at Houston (UTHealth Houston), but not directly related to academic or professional training of the student
- off-campus conduct not associated with UTHealth Houston, which may reflect adversely on the image and reputation of UTHealth Houston.

Every effort is made to ensure that classes begin and end at the appropriate times. Generally, classes last for 50 minutes, beginning promptly on the hour and ending at ten minutes before the next hour. Students are reminded that the following behavior is considered *unprofessional*:

- not attending class
- taking handout materials before class starts but not attending the class
- being late for class
- audible signals on cellular phones or electronic devices during class
- talking or texting on cellular phones during class
- use of electronic devices not directly related to course presentation
- leaving class after the presenter has started or before the presenter has concluded
- eating food during class except when a class is scheduled at lunchtime or allowed by the instructor.
- signing in, either on attendance sheets or using a clicker device, for other students
- bringing children to class or lab or clinic

Academic penalties may result from failure to attain a required level of scholarship, professional conduct, and performance. Disciplinary penalties arise from violation of prescribed institutional as well as civil and criminal codes of conduct.

In general, academic matters relate to academic performance and some aspects of professional conduct, while non-academic (disciplinary) matters relate to integrity, professional conduct and conduct not directly related to academic or professional training of the student.

Students who disrupt the learning of others in the academic arena will be brought before the Ethics and Professionalism Committee and will be considered for disciplinary action that could include probation or dismissal. Also, refer to guidelines regarding student conduct and discipline in HOOP Policy 186.
https://www.uth.edu/hoop/policy.htm?id=1448220

GUIDELINES FOR PATIENT RECRUITMENT

Students who choose to obtain patients through solicitations/requests or other postings on Craigslist, Facebook (or other social networking sites), etc., may not use the UTHealth Houston logos and may not use UTHealth Houston, The University of Texas, or UTSD names without first obtaining permission from the Office of Legal Affairs and Office of Public Affairs. (HOOP Policy 8 Use of University Name, Logo or Seal at https://www.uth.edu/hoop/policy.htm?id=1447864)

In the past, such permission has generally not been granted under circumstances such as these. The student may not quote prices for services in the clinic as part of the solicitation/request for patients.

The student may ask persons interested in dental care to contact you, and then, in your private email response, identify yourself by name and as a UTHealth Houston School of Dentistry student and inform those persons that the work is done at the UTSD clinic, explaining that the UTSD clinic sets the fee. Students may only identify UTHealth Houston or School of Dentistry in their telephone or private email contact, not in the solicitation/request materials/ads/postings, etc. Any questions regarding these guidelines should be directed to the Assistant Dean for Clinics or the Associate Dean for Patient Care.

ACADEMIC INTEGRITY

It is imperative that students maintain high standards of integrity in their scholastic endeavors. It is the responsibility of the students and faculty to see that such standards are maintained.

The ***Honor Pledge*** is designed to encourage faculty and students to reflect upon the University's core institutional value of academic integrity: *I pledge that I have not given, received, or observed any unauthorized assistance on this assignment/examination.*

UTSD CODE OF ACADEMIC INTEGRITY

The Code of Academic Integrity at UTHealth Houston School of Dentistry calls upon all members of our community to exhibit a high degree of maturity, responsibility, and academic integrity. The privilege of being an oral health care professional comes with a responsibility to society and to fellow members of the profession to behave in a highly ethical and professional manner. Oral health care professionals must always demonstrate concern for patients' well-being and for meriting both society's trust and the respect of colleagues. Health care professionals publicly assume a responsibility to demonstrate principles of ethics, integrity and beneficence. Accordingly, students must commit to these principles and to a code of professional conduct to make themselves worthy of the privileges that come with the public's trust. This document serves as a guide for academic integrity. The University's policies and procedures regarding student conduct are contained in the UTHealth Houston Handbook of Operating Procedures (HOOP) Policy 186, Student Conduct and Discipline. To the extent that HOOP 186 conflicts with any part of this Code of Academic Integrity, HOOP 186 controls. Policies regarding the use of social media can be found in HOOP Policy 219, Use of Social Media. https://www.uth.edu/hoop/policy.htm?id=91780f16-961e-4990-be50-8ac8aface6c7 Clinical and patient care issues are addressed in the *UTSD Clinic Manual*.

1.1 Academic Integrity

It is expected that students will maintain high standards of integrity in their scholastic endeavors. It is the responsibility of students, faculty and staff to ensure that such standards are maintained. Everyone should show respect for others, including appropriate grooming, punctuality, courtesy, non- derogatory backroom discussions, inclusiveness, and use of acceptable language and humor. It is also expected that everyone should recognize and be sensitive to culture, race, disabilities, age, and other differences in order to prevent health care discrimination.

One example of scholastic dishonesty is the submission, as one's own, of material of another's creation. As a general rule, scholastic dishonesty involves, but is not limited to, one of the following acts: cheating, plagiarism, collusion, copying, or any misrepresentation of work other than one's own product, acting in a manner that would give unfair advantage to oneself or another student, or attempting to commit such acts, as defined below:

1.2 Cheating

Dishonest behavior in all of its forms is unacceptable. Cheating in any form is not tolerated. Cheating is a counterproductive and misguided approach to the task of learning, and it is expected that each member of the UTSD community will take part in the task of maintaining a level playing field for the teaching, learning, and evaluative process.

Cheating is the willful giving or receiving of an unauthorized or dishonest advantage to/from another. Cheating may be accomplished by any means whatsoever, including, but not limited to: fraud, duress, deception, lying, theft, talking, signs, and gestures. Attempted cheating is also considered cheating. Because assessments are performed for the purpose of evaluating skill development and competency, it is imperative that academic integrity be ensured.

Examples of cheating include, but are not limited to, the following:

1.1.1 Copying from another student's test paper or laboratory project.

1.1.2 Using unauthorized material such as class notes, crib notes, etc., during any examination or quiz. The presence of textbooks and/or other course material such as class notes, crib notes, etc. is prohibited for that test unless specifically allowed by the course instructor.

1.1.3 Knowingly using, buying, stealing, transporting, soliciting, disseminating or attempting to disseminate the contents of an unreleased exam.

1.1.4 Unauthorized collaboration or attempting to obtain unauthorized aid from another student during a test.

1.1.5 Unauthorized substitution, or allowing another to be substituted for oneself, to take or perform a test or a laboratory procedure, or to sign class attendance records for another, or to disseminate access passwords for the quiz or exam.

1.1.6 Giving or accepting money or other inducements to obtain an unreleased test or information about an unreleased test.

1.1.7 Unauthorized collaboration on a take-home assignment that is not specifically permitted by the instructor or course director.

1.1.8 Unauthorized or improper use of any technological or communication tool during an exam.

1.1.9 Turning in practical projects not completed during allotted time for the practical. Projects completed during a practical examination must be performed according to the instructions given.

1.1.10 Performing unauthorized procedures or procedures on unauthorized teeth during a practical.

1.1.11 Performing another student's preclinical projects.

1.3 Plagiarism

Plagiarism is the appropriating or obtaining by any means of another's work, and the unacknowledged submission or incorporation of it into one's own written work then offered for credit. Plagiarism includes, but is not limited to:

1.3.1 Failing to give credit for ideas, statements of facts or conclusions derived by another author; failure to use quotation marks when quoting directly from another, whether it is a paragraph, a sentence, or part thereof; failure to properly cite the work of another person.

1.3.2 Submitting a paper purchased or obtained from a "research" or term paper service or individual supplier, or otherwise buying or receiving such work.

1.3.3 Submitting a paper, in whole or in part, obtained from an internet resource.

1.3.4 Giving a speech or oral presentation written by another and claiming it as one's own work.

1.3.5 Using artificial intelligence programs to complete assignments or work expected to be that of the student.

1.4 Collusion

Collusion is the unauthorized collaboration with another or among other person(s) in preparing academic assignments offered for credit.

1.5 Penalty for Scholastic Dishonesty

The penalties for scholastic dishonesty, as described in HOOP Policy 186 Student Conduct and Discipline, may include, but are not limited to: disciplinary probation, withholding of transcript or degree, being barred from readmission; failing grades for the exam, practical, and/or course; denial of degree; repetition of the year; suspension from the institution; or expulsion from the institution.

1.6 Reporting a Suspected Breach

Any member of the UTHealth Houston School of Dentistry community who has reasonable cause to believe that a breach of this Code of Academic Integrity has been committed, has an ethical obligation to:

1.6.1 Report the incident via the "UTHealth Houston School of Dentistry Academic Integrity Reporting Form" or

1.6.2 Inform the course director/instructor, the designated UTHealth Houston School of Dentistry Disciplinary Officer or The Office of Institutional Compliance of the suspicions and the reasonable basis for them. This also includes self-reporting. Anonymous reports can be made to The Office of Institutional Compliance via their website, https://www.tnwgrc.com/WebReport/, or by calling 1-888- 472-9868.

UTHealth Houston School of Dentistry

Academic Integrity Reporting Form

Date: _____

Reporting Person (optional): _____

Course Name/Number: _____

Student(s) Involved in Alleged Incident: _____

Date of Alleged Incident: _____

Please provide a detailed description of the alleged incident:

Report Received By (name): _____

Date Report Received: _____

STUDENT CONDUCT AND DISCIPLINE

As a component of The University of Texas System and The University of Texas Health Science Center at Houston, the UTSD is responsible for enforcing the policies for student conduct and discipline as provided in UTHealth Houston HOOP Policy 186, Student Conduct and Discipline. The UTSD Associate Dean for Student and Academic Affairs is responsible for executing these policies. All students are responsible for knowing and observing these regulations.

Applicable UTHealth Houston policies can be found through the UTHealth Houston Web site: https://www.uth.edu/hoop/ UTHealth Houston HOOP policies are derived from the UT System Board of Regent's Rules and Regulations. The complete text of the Board of Regents' *Rules and Regulations* is available through the UT System Board of Regents Web site:

https://www.utsystem.edu/offices/board-of-regents/regents-rules-and-regulations

Summary of Student Disciplinary Rules and Policies

Students are expected to abide by state and federal law, the UT System Board of Regents' *Rules and Regulations*, the policies of both The University of Texas Health Science Center at Houston and UTSD, and to show respect for properly constituted authority while observing correct standards of conduct. Any student must provide their name, address, and student status if questioned by a representative of UTSD or The University of Texas Health Science Center at Houston. Violation of any of these, or a failure to maintain a minimum standard of conduct, renders a student subject to disciplinary action, including immediate suspension when appropriate.

The following actions are specifically listed as grounds for student discipline:

- engaging in conduct prohibited by law or UTHealth Houston policies, whether the conduct takes place on or off campus
- appropriating UTHealth Houston resources for private gain
- computer hacking
- altering official records
- cheating on course work
- defacing or destroying university property
- engaging in speech likely to invite lawless action
- hazing
- engaging in conduct that threatens the health or safety of any person on campus
- obstructing or interfering with teaching, preclinic, clinic or research
- illegally using, possessing or selling drugs or narcotics on campus

Policies and procedures related to clinic conduct and discipline are found in The University of Texas School of Dentistry at Houston's *Clinic Manual*.

In addition to the offenses listed, UTHealth Houston reserves the right to bring disciplinary action against students for conduct not included on the list.

The use, possession, or distribution of alcohol or controlled substances by individuals on the premises of UTHealth Houston is prohibited. Alcoholic beverages may be served at UTHealth Houston's sponsored events when the sponsors comply with UTHealth Houston's relevant policies. Students are prohibited from wearing scrubs or any clothing that displays the UTHealth Houston or UTSD logos at off campus venues where alcohol is consumed. Any student who has a DWI/DUI or is arrested for behavioral, drug, or other issues will be required to notify the Associate Dean for Student and Academic Affairs and this will necessitate a behavioral health evaluation through the Student Health Counseling Services. Refer to HOOP Policy 163.

Substance abuse is not tolerated. At the same time, the School of Dentistry does not take a retaliatory approach in the case of voluntary and timely requests for help with an addiction problem. It is expected that each member of the UTSD community will self-monitor and seek help when appropriate. Open discussion and honest appraisal are essential in this area. However, when substance abuse and related work performance become a problem, personal responsibility must be accepted. The safety of patients is never to be jeopardized.

Students have the rights of assembly and free speech (UTHealth Houston HOOP Policy 174 Speech and Assembly) and may request the Dean of UTSD to specify places and conditions under which students and their organizations may petition, post signs, set up booths, or peacefully demonstrate. These rights and responsibilities also apply to extracurricular

student activities on campus and to invited off-campus speakers while in UTHealth Houston.

Solicitation, to include sales and services, are limited at UTHealth Houston and require prior approval as stated under UTHealth Houston HOOP Policy 165, Solicitation on Campus.

The UTSD Associate Dean for Student and Academic Affairs has the primary authority and responsibility for the administration of student discipline. It is the duty of the Associate Dean for Student and Academic Affairs to investigate allegations against students. In such cases, the Associate Dean for Student and Academic Affairs may proceed with the disciplinary process, including immediate interim disciplinary action pending a hearing, such as suspension or interim withholding of a student's grades, degree, or official transcript.

When a report is made using the UTHealth Houston School of Dentistry Academic Integrity Reporting Form, the investigation and subsequent actions will follow as determined by the Associate Dean for Student and Academic Affairs.

The Associate Dean for Student and Academic Affairs may summon the student for the purpose of discussing the allegations. If the Associate Dean for Student and Academic Affairs determines that the allegations are not unfounded, the student will be notified. If a student fails to appear, hearing procedures may be implemented in the student's absence and the student may be barred from enrollment until the student appears or responds.

If the accused student does not dispute the facts upon which charges are based and executes a written waiver of the hearing procedures, the Associate Dean for Student and Academic Affairs shall assess a penalty and inform the student of such action in writing. The decision of the Associate Dean for Student and Academic Affairs may be appealed as described in the UTHealth Houston HOOP Policy 186 Student Conduct and Discipline; however, the appeal is limited to the issue of penalty. Students should refer to that policy, as any conflict or discrepancy between the procedure described herein and HOOP Policy 186 will be resolved in favor of HOOP Policy 186.

If the accused student disputes the facts upon which the charges are based, such charges shall be heard and determined by a hearing officer. The accused student will be given ten days' notice of the date, time, and place for such hearing and the name of the hearing officer. The notice will include a written statement of the charges and a summary statement of the evidence supporting such charges. The hearing shall be conducted such that both parties have the right to exchange lists of witnesses, provide a summary of the testimony to be given by each and a copy of documents to be introduced at the hearing at least seven days prior to the hearing. Each party shall have the right to appear and present evidence in person or through a designated representative or counsel of choice. Each party or the designated representative or counsel shall have the right to cross-examine witnesses. The hearing will be recorded. If either party desires to appeal the findings of the hearing, the record will be transcribed and both parties will be furnished a copy of the transcript.

The accused student may challenge the impartiality of the hearing officer up to seven calendar days prior to the hearing; however, the hearing officer shall be the sole judge of his or her impartiality.

The hearing officer shall render and send to both parties a written decision containing findings of facts and conclusions as to the guilt or innocence of the accused student. Furthermore, the hearing officer shall assess a penalty or penalties as prescribed in UTHealth Houston HOOP Policy 186 Appendix B Student Disciplinary Hearing Process.

Both parties may appeal the disciplinary action of the hearing officer to the President of The University of Texas Health Science Center at Houston within seven days after notification of the decision. The President of The University of Texas Health Science Center at Houston may approve, reject or modify the decision in question or may require that the original hearing be reopened. The decision of the President of UTHealth Houston will be communicated in writing to the student and UTSD Associate Dean for Student and Academic Affairs within 14 days after receiving the appeal. This decision of the President is final.

- Students who are placed on disciplinary or academic probation may be ineligible for financial aid.

A student neither loses the rights, nor escapes the responsibilities, of citizenship by matriculating at UTSD. Students who violate the law may incur penalties prescribed by civil or criminal authorities and, if such violation occurs in The University of Texas Health Science Center at Houston or in connection with a school activity, institutional penalties may also be imposed, regardless of whether penalties have been imposed by civil or criminal authorities for the same offense.

Students must maintain a high standard of individual honesty and integrity in their scholastic work in order to protect the value of the academic program being pursued. The UTHealth Houston School of Dentistry shall keep written records of disciplinary charges and actions separate from the student's academic record and they shall be treated as confidential. The contents of these records shall not be revealed except by the request of the student or in accordance with applicable state or federal laws.

The Associate Dean for Student and Academic Affairs of UTHealth Houston School of Dentistry or the President of UTHealth Houston may take immediate, interim disciplinary action, including suspension, pending a hearing, when the continuing presence of a student poses a danger to persons or property or an ongoing threat of disrupting the academic process.

Finally, students are expected to exhibit good moral character, a sense of social responsibility, knowledge of and adherence to ethical standards, good attitudes, and a level of professionalism usually exhibited by competent health professionals.

PERSONAL APPEARANCE

Students are expected to maintain a professional personal appearance at all times which is consistent with the highest professional standards and one that projects an image in the mind of the public of cleanliness, competence, and professionalism. During operating hours, students are prohibited from wearing shorts. Men's shirts must have sleeves and women are prohibited from wearing tank tops or halters. Baseball caps, jeans, and **non-UTSD T-shirts** are not considered appropriate attire in classes, preclinical laboratories, or clinics. These personal appearance standards are in effect from 7:00 am to 6:00 pm Monday through Friday. Students who are not in compliance with these minimal dress requirements will not be allowed to remain in the building.

The complete requirements for appropriate clinical attire can be found in the UTSD *Clinic Manual*.

Personal Hygiene

A. *Hair*

1. Men must be clean shaven. Beards and mustaches are allowed, but must be clean, neatly trimmed, and well groomed.
2. When working with patients:
   - Hair must be kept out of the field of operation.
   - Shoulder-length hair must be tied back so that it does not require handling during the treatment procedure.

B. Personal Cleanliness

1. Body hygiene is required so that offensive body odors are avoided.
2. Strong perfumes, colognes, or after-shave lotions should be avoided.

C. Fingernails

1. Hands and fingernails must be kept immaculately clean.
2. Fingernails must be kept trimmed and well-manicured.

UT HEALTH HOUSTON ID BADGES

UTHealth Houston ID badges are required to be visibly worn at all times by students, staff, and faculty when on The University of Texas Health Science Center at Houston campus. Individuals who are not wearing valid ID badges or are unable to produce them upon request may be asked to leave the building and/or campus. ID badges are used for entrance into the building, various clinics and labs, and other restricted areas, and are used to check out books from the Library and Learning Commons. The replacement fee for a lost or damaged identification badge is $10.00.

ATTENDANCE

Purpose

UTHealth Houston School of Dentistry has a standard policy for student attendance in the Dentistry and Dental Hygiene programs. These policies are provided to students in the *Student Guide to Academic Studies* and summarized in each course syllabus. Attendance is a component of professionalism that all at UTSD are expected to model.

Attendance Expectations

Students are required to attend all scheduled sessions in each course. Student attendance at scheduled classes, small group sessions, lab sessions, preclinical labs, intramural clinics and rotations, extramural clinics and rotations, and official School or University required functions is **MANDATORY**.

- *Absence in excess of 10% of the total clock hours in any course will result in a final grade deduction of at least one letter grade for that course.*

Students not present when attendance is taken will be considered absent. Each department will determine general policy for monitoring and tracking attendance in assigned courses. At the discretion of Course Directors, attendance may be part of the course grading rubric for that particular course.

Attendance During Final Exam Week

Students should refrain from making any travel plans prior to 5:00 pm on Friday of Final Exam Week. While the exam schedule may not show all scheduled exams, remediation exams may be offered later that week after final examinations are completed. *Missing a scheduled exam due to travel without an excused absence will result in a failing course grade.*

Attendance During Extramural Patient Care Sessions (Rotations)

Students must notify the Assistant Dean for Clinical Education before the scheduled session that will be missed due to the absence. Additionally, every effort must be made to locate another student to take your place if you will miss a rotation date. Depending on the length of the absence, students may be required to make up missed community rotation absences.

Special Conditions

From time-to-time special situations will arise that require individualized planning and considerations. Example conditions include: personal health issues, family obligations, advanced education or similar interviews, externships, and National Board Dental Examinations.

Personal Health Issues and Family Obligations

Students are advised to meet with the Associate Dean for Student and Academic Affairs preferably at least two weeks before the expected absence. The School of Dentistry and UTHealth Houston have resources available to help address personal health issues. School bylaws permit the granting of leaves of absence to facilitate this process. Accommodating remedial work will be determined by the Associate Dean for Student and Academic Affairs. The plan will be communicated to the student and the appropriate Course Directors, Associate Dean for Patient Care, Assistant Dean for Clinical Education, Group Practice Director Leader, and departments.

Advanced Education and Private Practice Interviews

Interviews should be conducted outside of regularly scheduled school hours whenever possible. If students are unable to arrange interviews outside of school hours and the interview falls on an examination or test date, prior approval must be obtained from the course director/Assistant Dean for Clinical Education and the Office of Student and Academic Affairs at least two weeks in advance.

Externships

Externships, when possible, should be scheduled during break weeks between terms. All externships must be pre-approved by the Associate Dean for Student and Academic Affairs. Externships shall not be scheduled for more than five (5) days.

National Board Dental Examinations

Students are expected to schedule National Board examinations during term breaks whenever possible. It is understood that limitations related to testing sites and dates occur. In these circumstances, students must request an excused absence from the Office of Student and Academic Affairs at least two weeks in advance of challenging the exam.

Faculty Responsibility

There is no intent in this policy to mandate monitoring of student attendance by faculty. However, Course Directors may choose to include attendance in their course assessment measures and to document the expectation in the course syllabus. In addition, if a faculty is aware of student attendance issues, the faculty may contact the Office of Student and Academic Affairs. Departments and/or the Course Directors will determine the methods by which they monitor student attendance in their course and report absences to the Office of Student and Academic Affairs.

Personal Days Away from School

For the use of planned Personal Day absences, the student submits the Personal Day request, whenever possible, at least two weeks in advance, or as soon as possible if the absence was not planned.

For the use of unplanned Personal Day absences (e.g., illness, emergency), the student must submit the absence request the day of, or as soon as reasonably possible; and the absence request is documented by the Office of Student and Academic Affairs.

The School of Dentistry allows each student a set number of Personal Days for use during an academic year. Students are expected to use the Personal Days judiciously for such events as medical appointments or illness, legal obligations, family events, weddings, national board examinations, postgraduate or employment interviews, or other school-sponsored trips or events. The use of Personal Days will be considered Excused Absences.

Personal Days for each class for the academic year are as follows:

- DS1 year – eight (8) full days with no carry-over to the DS2 year
- DS2 year –eight (8) full days with no carry-over to the DS3 year
- DS3 year – eight (8) full days with no carry-over to the DS4 year
- DS4 year – eight (8) full days

Decisions on any absence requests beyond the allotted number of Personal Days will be at the discretion of the Office of Student and Academic Affairs.

Guidelines for the Use of Personal Days

1. Use your allotted Personal Days wisely!

2. Half-days can be used for events lasting less than a full day and when a student will only miss either the morning or afternoon session (e.g., medical appointments).

3. Personal Days may *not be used for an absence of more than two consecutive academic days*. For any absence of more than two consecutive days documentation supporting the absence must be submitted promptly to the Office of Student and Academic Affairs. Absences of more than two consecutive academic days may be considered to fall under the category of Leave of Absence and rules under that category may apply.

    - "Bunching" of unused days at the end of an academic year is prohibited by this policy.

4. ***Personal Days are not to be used when an examination, quiz, practical, or assessment of any type is scheduled.***

5. Personal Days may *not* be used retroactively. **A report of more than five days after the absence will not be considered a valid Personal Day** and instead will be considered an unexcused absence.

6. A Personal Day is forfeited whenever an unreported absence is discovered or otherwise has not been reported to the Office of Student and Academic Affairs; this absence is considered *unexcused*.

7. Absences over the number of allotted Personal Days and/or the failure to make up missed clinic/course activities may be referred to the Evaluation and Promotion Committee and could impact decisions regarding program advancement and/or graduation.

Having a Negative Personal Day Balance

Students with a negative Personal Day balance at the end of the academic year will be reported to the appropriate E&P committee for determination of the appropriate steps going forward.

Students will remain enrolled in the School of Dentistry if they have a negative Personal Day balance at the time of graduation until their balance is zero unless there is an approved exemption from the Office of Student and Academic Affairs. This could have an impact upon walking at graduation and could delay the receipt of the diploma.

Personal Day Request Policy

Whenever any class, clinic, lab, or other required activity is to be missed, students must submit a Personal Day Absence Request Form to the Office of Student and Academic Affairs.

Timely notification of the Personal Day absence is imperative so that the school administration can notify relevant class and/or clinic administrators, as appropriate. All appropriate rules as outlined above must be followed.

Assessments

Students are expected to complete all assessments given as part of the DDS and DH curriculum at the times and dates scheduled by the course director. A score of either 0 or Incomplete will be recorded for assessments that have been missed.

Acceptable reasons a student may be allowed to reschedule an assessment are defined and included in the Student Guide as the following:

- Illness
- Hospitalization
- Death in the immediate family
- Approved religious observance
- Approved accommodations for disabilities
- Unique academic or professional opportunities (pre-approved by the Office of Student and Academic Affairs)
- SOD approved Events (pre-approved by the Office of Student and Academic Affairs])
- Jury Duty
- Other compelling reason (pre-approved by the Office of Student and Academic Affairs)

Students who seek to reschedule an examination or assessment of any type are required to provide

appropriate documentation.

Students anticipating an absence that conflicts with a scheduled assessment must inform the Office of Student and Academic Affairs in writing at least one week
before the anticipated absence. For absences due to illness or unexpected emergencies, students must notify the Office of Student and Academic Affairs before the scheduled exam or as soon as possible. Students who miss an assessment for medical reasons will be required to provide appropriate documentation.

Students who will miss a scheduled assessment due to attendance at a SOD-approved event must notify the Office of Student and Academic Affairs, as well as the appropriate Course Director *no later than one week before* the SOD-approved event in which they will be participating. *Only pre-approved students will be allowed to reschedule any missed assessments.*

The Associate Dean for Student and Academic Affairs, in consultation with the course director, has the authority to reschedule assessments for students who have missed a scheduled assessment due to an approved excused absence.

DEFINITIONS

Unexcused Absences: An Unexcused Absence occurs when the student fails to meet any of the conditions of a Personal Days or Excused Absence.

Didactic Courses: Instructors are not required to offer make-up work to students who do not attend didactic courses and do not have excused absences.

Preclinical Lab Courses, Clinical Courses/Sessions, Rotations, and Small Group Sessions: Students who are not present in the preclinic lab, clinic, rotation, or small group session and do not have an excused absence will be charged a Personal Day and reported to the Office of Student and Academic Affairs.

Procedures for Reporting Absences

All absences are to be reported by the student to the Office of Student and Academic Affairs (713-486-4151) no later than 11:00 am on the day of the absence, and as required by any other specific policy (i.e., HOOP Policy 112). The student is to provide the following information: their name, reason for the absence, and a list of classes and their course directors that will be missed on that day. The student must call the Office of Student and Academic Affairs on subsequent days unless the Associate Dean for Student and Academic Affairs grants a leave of absence (see leave of absence below). Documentation of the reason for the absence will be required within **three days** of return in most instances for an excused absence to be granted. A doctor's note is required as documentation for absence due to an office visit to any health care provider (doctor, dentist, etc.).

It is the student's responsibility to contact the course directors of missed classes *within five days* of returning to school to determine what, if any, arrangements are to be made for missed coursework (examinations, practical exams, etc.). The Office of Student and Academic Affairs will retain records of reported absences and inform course directors of excused and unexcused absences. If a scheduled examination, quiz, or required activity will be missed, the course director should also be contacted, preferably before the scheduled start of the examination or required activity.

Anticipated absences, e.g. advanced program interviews, doctors' appointments, etc., should be discussed with the appropriate course directors prior to the absence so that arrangements can be made as needed. Students should go the Office of Student and Academic Affairs, Suite 4120, prior to the anticipated absence to complete the *Student Request for an Excused Absence Form*.

Externships must be approved in advance and appropriate paperwork must be filled out, signed, and approved by the Associate Dean for Student and Academic Affairs prior to the participation in an externship program.

In the case of an absence necessitating cancellation of patient appointments, it is the student's responsibility to notify their group practice director and their affected patients.

STUDENT WITHDRAWAL

Any student who does not intend to continue as a student must officially **withdraw**, rather than simply stop attending classes and laboratories. Students who decide to withdraw must complete a Checkout Sheet and a Student Exit Form, which are available in the Office of Student and Academic Affairs (Suite 4120). Following an exit interview, the student must secure clearance from the various offices noted on the Checkout Sheet and return it to the Office of Student and Academic Affairs. Completion of this process constitutes an official withdrawal. Failure to complete the official checkout process may result in continued fees or charges and will be noted on the official transcript for the student.

LEAVE OF ABSENCE (LOA)

Any student in *good academic standing* who needs or wishes to stop attending classes and laboratories temporarily, intending to continue studies at a specified later date, **must** submit a written request for a **leave of absence** to the Associate Dean for Student and Academic Affairs stating the reason for the request, the length of leave requested, and the date for resuming studies. The request for leave of absence must be presented within five days of the attended start date of the leave.

The Associate Dean for Student and Academic Affairs will confer, when necessary, with the Director for Clinical Education regarding the leave request. The Associate Dean for Student and Academic Affairs will review the leave request and the student's academic record and will recommend whether the leave should be granted and any conditions that must be met for the student to resume studies or re-enroll. In compliance with UTHealth Houston policy and procedures, additional documentation may be required for students seeking medical leave or for those students called to active-duty military service.

A Leave of Absence will not be granted solely because of poor academic performance. For students in academic jeopardy, the Associate Dean for Student and Academic Affairs will refer the leave request to the grade appropriate Evaluation and Promotion Committee. The specific Evaluation and Promotion Committee will recommend to the Associate Dean for Student and Academic Affairs whether the leave should be granted and, if so, the point in the curriculum where the student may re-enter and any necessary remediation activities following re-enrollment.

The Associate Dean for Student and Academic Affairs will notify the student, in writing, of the action on the student's request, including any conditions which must be met by the student, and the expected re-entry date. Following approval by the Associate Dean for Student and Academic Affairs, the student must complete a Checkout Sheet and a Student Exit Form, which are available in the Office of Student and Academic Affairs (Suite 4120). The student must secure clearance from the various offices noted on the Checkout Sheet and return it to the Office of Student and Academic Affairs. Completion of this process constitutes an official leave of absence.

In general, students can request a LOA for no longer than one-year, and those taking a leave of absence will re-enter the curriculum no later than the point at which the leave began, and students may be required to repeat a portion of the curriculum, or potentially the entire academic year for extended leave situations of less than one academic year. Students on leave from UTSD for more than one calendar year may be required to repeat all or a significant portion of the curriculum.

A student on LOA must inform the Associate Dean for Student and Academic Affairs in writing of their intent to re-matriculate at least two calendar months prior to the anticipated re-matriculation date. Notification must include any supporting documentation required by conditions of the leave. Notification of a student's intent to return does not guarantee a right to return. Readmissions is at the sole discretion of the appropriate E&P committee. A student who fails to return within the allotted 12 months of the leave or fails to notify the school will be administratively withdrawn from the program. Students on an approved LOA are not required to register for courses and are not required to pay instructional or other use fees. Access to UTHealth Houston facilities and services may be restricted.

DISABILITY ACCOMMODATION

If you are a student with a disability or think you may have a disability, you are also welcome to initiate this conversation with the Associate Dean for Student and Academic Affairs, Dr. Robert Spears, the 504 Coordinator for the UTHealth Houston School of Dentistry (713-486-4151 or Robert.D.Spears@uth.tmc.edu), or the Office of University Relations and Equal Opportunity at 713-500-CALL (2255) or call@uth.tmc.edu. Both offices work together with students with disabilities and faculty members to identify reasonable accommodations. Please visit the following website for other information: http://go.uth.edu/equalopportunity.

If you have already been approved for accommodations with the university, please meet with Dr. Spears so we can develop an implementation plan together. If you encounter barriers, please let me/us know immediately so we can work with the school's Section 504 Coordinator and/or the Office of University Relations and Equal Opportunity to determine if there is a design adjustment that can be made. Creative solutions can be considered as long as they do not compromise the intent of the assessment or learning activity, or create a fundamental alteration of an essential course or program requirement.

ABSENCES ON RELIGIOUS HOLY DAYS

"Religious holy day" under HOOP Policy 112, Religious Accommodation, is defined by Texas statute, as a day observed by a religion whose places of worship are exempt from taxation under state law.

In accordance with HOOP Policy 112, students who wish to observe a religious holy day that interferes with classes, examinations, or completion of assignments must inform the instructor(s) and/or the University Relations and Equal Opportunity ("EO)" in writing by submitting a request for religious accommodation for each class to be missed and/or the planned absence(s) not later than the fifteenth calendar day of the semester. Students are responsible for notifying, in writing, the course director of each class and/or EO. A copy of the letter must also be provided to the Office of Student and Academic Affairs. The course director will establish a reasonable date for the completion of the assignment or examination and notify the student prior to the aforementioned holiday. Please refer to https://www.uth.edu/hoop/policy.htm?id=1448072

SEVERE WEATHER AND SCHOOL CLOSURE

In the event of severe weather, UTSD students and employees may either call 713-500-9996 or visit web site https://www.uthealthemergency.org to find out if The University of Texas Health Science Center at Houston is open. Information will also be available on television Channels 2, 11, 13 and 48 and the following radio stations: KIKK (AM 650, FM 96), KILT (AM 610, FM 100.3), KPRC (AM 950) and KTRH (AM 740).

DISCRIMINATION AND HARASSMENT

Policy Overview as stated in HOOP 183 Nondiscrimination, Anti-Harassment and Equal Opportunity:

The University of Texas Health Science Center at Houston ("university") is committed to providing a working and learning environment free from discrimination and harassment. The university prohibits discrimination and/or harassment by any member of the university community on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender identity or expression, veteran status or any other basis prohibited by law. No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by the university or any of its component entities on any basis prohibited by applicable law or university policy.

To help achieve an environment free from prohibited discrimination and harassment, the university offers any individual who believes that he or she has been subjected to discrimination or harassment a complaint process to address his or her concerns.

Individuals who engage in conduct that violates this policy are subject to disciplinary action up to and including termination and/or dismissal.

The complete procedures for complaints for students and UTHealth Houston personnel are contained in the UTHealth Houston HOOP Policy 183 located online at https://www.uth.edu/hoop/policy.htm?id=1448214

STUDENT'S RIGHTS UNDER FERPA (Federal Educational Rights and Privacy Act)

More information regarding FERPA is found on the Registrar's website at
https://www.uth.edu/registrar/current-students/student-information/ferpa.htm

Student rights are as follows:
1. Right to inspect and review education records
2. Right to request amendment of education records
3. Right to consent to disclosures, with certain exceptions
4. Right to file a complaint with U.S. Department of Education

Education records are housed in the Office of Student and Academic Affairs, Suite 4120. Students may make an appointment and review their records in the conference room located in the suite. Educational records may be disclosed to school officials without prior written consent to include the Dean, Associate Deans, and Evaluation and Promotion Committee members.

USE OF SOCIAL MEDIA

UTSD follows the protocols set forth by UTHealth Houston HOOP Policy 219, Use of Social Media.

I. POLICY AND GENERAL STATEMENT

The University of Texas Health Science Center at Houston ("university") recognizes the value of social media in supporting the university's mission and promoting the university, its schools, programs, institutions, centers, departments and affiliates to the university community and the public. In order to ensure that social media is used appropriately and in compliance with state and federal laws and regulations, all members of the university community who create, manage, or contribute to social media must abide by the requirements of this policy as well as all other applicable university policies.

II. DEFINITIONS

Social media: A group of Internet-based applications through which users create online communities to share information, ideas, personal messages, as well as other content, including but not limited to, blogs, discussion boards, wikis, video or audio podcasts, mobile applications, file sharing sites, and online professional/social networks. Social media does not include official university websites.

University-sponsored social media: any use of social media by or on behalf of the university or one of its schools, departments, institutions, programs, centers or recognized student or employee organizations, or for activities conducted in the course of university business.

III. PROCEDURE

Personal Use of Social Media

Members of the university community are free to use social media in their personal capacity so long as such use does not interfere with their responsibilities or duties at the university or violate any applicable university policies. See HOOP 180, Acceptable Use of University Information Resources. When using social media in their personal capacity, members of the university community must not give the impression that they are representing, giving opinions, or making statements on behalf of the university. Therefore, when appropriate, users should include a disclaimer stating that the opinions expressed are their own and are not necessarily those of the university.

Members of the university community may not disclose any confidential or proprietary information of the university or its employees, students, trainees, or patients through personal use of social media (HOOP 206, Privacy of Individually Identifiable Health Information and HOOP 129, Educational Records). Disclosure of such information may result in disciplinary action, up to and including termination or dismissal.

For more complete policy information please refer to HOOP Policy 219 online at
https://www.uth.edu/hoop/policy.htm?id=91780f16-961e-4990-be50-8ac8aface6c7

GENERAL INFORMATION

ACADEMIC ADVISORS

Although all members of the faculty and administration are readily available to meet with students, a specific faculty member is assigned to each student as an academic advisor. UTSD advisory system gives students the opportunity to discuss academic or personal matters on an unofficial basis with an informed faculty member. Each student's academic advisor is their personal confidant who will help the student progress through UTSD curriculum. Students are encouraged to meet with their advisors periodically and keep them informed relative to their academic and clinical progress. Students are required to meet with their advisors when requested.

Occasionally, conflicts arise which prevent academic advisors from performing effectively in that capacity. If either students or advisors feel that such a conflict exists, either individual has the option of requesting a reassignment from the Associate Dean for Student and Academic Affairs. In the event that a faculty member leaves UTSD, a new academic advisor will be assigned to the student. If, for any reason, a student does not feel they have sufficient contact with their academic advisor, it is the student's responsibility to contact the Associate Dean for Student and Academic Affairs to resolve the situation.

COMMUNICATION WITH STUDENTS

The normal, everyday method of communication with students is via university email. Each student enrolled at UTSD has a university email address. Each enrolled student must ensure that they are **able to receive and send email messages. Email messages may not be forwarded to a non-UTHealth Houston account.** Problems either receiving or sending email messages should be reported to the HELP desk at 713-486-4848. A student must have their own computer with email capabilities. Each student should check for new email messages at least daily. **Public access computers are available on the fourth floor in the Library and Learning Commons** (Room 4200). UTSD Course Directors, Department Chairs, Academic Advisors, administrators, faculty and/or staff frequently find it necessary to contact a student, pass along important information to a student, or request information from a student. In addition, students are reminded to utilize appropriate use of electronic email communication.

- **It is part of each student's responsibility to check for new email messages on a daily basis and respond when necessary**.

Students have limited space on the university email server and must empty their "in boxes" and "sent boxes" periodically to make sure they continue to receive all email messages.

The following are additional ways faculty, staff, and administrators can communicate with students.

1. *Contact Numbers*
   Contact numbers are useful for DDS2 (beginning with the Spring Semester), DDS3, DDS4, DH1, DH2, and most students in Advanced Education Programs. Contact numbers are particularly valuable for patient-student communication. They are also used by the Office of Student and Academic Affairs, the Office of Patient Care and its Divisions, and Departments (particularly the Department of Prosthodontics Outpatient Dental Laboratory) to contact students individually.

2. *Official Letters or Memoranda*
   The Office of Student and Academic Affairs, or the Dean's Office, frequently send official letters or memorandums to a student. Students will be notified by email to come by the Office of Student and Academic Affairs to retrieve official correspondence of this nature. On some occasions, an official letter

or memorandum is also sent, usually by CERTIFIED RETURN RECEIPT MAIL, to the student's official mailing address. Changes in your official mailing address must be reported to the Office of Student and Academic Affairs and the Registrar's Office.

3. *Flyers*
   Student organizations, classes, the Office of Student and Academic Affairs, departments, and committees use flyers. These are posted in conspicuous UTSD locations, sent directly to students, or distributed before classes.

4. *Class Announcements*
   Occasionally, a faculty member, an administrator, a staff member, or a class officer will make an announcement to a class immediately before the class begins or immediately after the class ends.

FACULTY AND COURSE EVALUATIONS

Students are provided the opportunity to evaluate each course and the faculty members who teach in that course. Student input is seriously and thoughtfully considered by UTSD Curriculum Committee, the respective Department Chair, Course Director, and any faculty member who significantly contributes to the course. Constructive criticism and progressive course changes are not possible unless students know that their comments are welcomed, and that they are safe from reprisal. Students' anonymity is protected by every means possible. Our objective is to provide the best dental education possible and improve course content and teaching performance. Student input, through online course and faculty evaluations, is crucial to meeting this objective. In addition, when the number of completed evaluation forms received is close to the total number of students in the class, these forms provide a more accurate assessment on which to base future changes. Please do your part to make our data more meaningful. Remember that your written comments should be thoughtful and professional. **Inappropriate written comments will not be considered.**

DDS PROGRAM COMPLAINTS

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 treatment received by patients or 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, Suite 1900, Chicago, IL 60611-2678 or by calling 312-440-4653.

Complaints not related to accreditation standards concerning academic issues should be presented to the Associate Dean for Student and Academic Affairs.

ACCREDITATION

UTHealth Houston is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award certificate, baccalaureate, masters, doctoral, and professional degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of The University of Texas Health Science Center at Houston. For more information visit https://sacscoc.org/

UTSD is accredited by the Commission on Dental Accreditation (CODA). For more information visit https://ada.org/en/coda

VIDEO TAPING OF LECTURES

It is the policy of UTHealth Houston School of Dentistry that any videotaping of course lectures by students must be done with the approval, knowledge and **permission** of the specific course director and/or any guest speaker participating in the course.

STUDENT LAPTOP REQUIREMENTS

All students entering UTSD are required to have a laptop that meets or exceeds the specifications below. Laptops will be checked for compliance.

- A working web camera is REQUIRED for in-person and remote assessments.
- Laptop computer (PC or Mac) with at least a 13-inch screen
- Minimum of 8GB RAM
- Minimum of 250GB HDD space (larger would be better) throughout all storages including cloud storage. **Hard drive RAID configurations are NOT permitted.**
- TPM chip – **This is for PC users only. You can find out if your computer has a TPM Chip by searching your compute r using your RUN feature for "tpm.msc".**
- PC users must run either Windows 10 (Education, Pro, or Enterprise). Mac users must have OS Monterey (12) or higher
- Microsoft Office can be downloaded from Office.com using your UTH email address.
- Off-campus internet access
- An up-to-date virus scanner
- 3M monitor gold privacy filter

Not Authorized
Microsoft Surface tablets or Chromebooks are not sufficient to meet the laptop requirements. Virtual machines are not sufficient and are restricted by ExamSoft, the school's exam service.

Encryption
The hard drive in your laptop must be encrypted before you attend at the School.

Mac users must turn on FileVault 2.

PC users must encrypt their laptop with BitLocker. Students who are attending UTSD will be sent instructions for encrypting their computer with BitLocker.

All students will be required to sign a statement declaring they will keep their computer hard drives encrypted for as long as they are students of UTSD.

Richard Halpin, MEd, EdD, EMBA
Director, Educational Technology
Room 4176, Phone: 713-486-4216
Email: Richard.Halpin@uth.tmc.edu

Gordon Patrick Finnerty, Jr., EdD
e-Learning Technologist
Room 4166, Phone: 713-486-4183
Email: Gordon.Finnerty@uth.tmc.edu

To be eligible to receive financial aid for the computer purchase, the student must present a paid receipt to the Office of Student Financial Services located in the University Center Tower (UCT) Building, 7000 Fannin, Suite 2220.

MAGNIFICATION

First year DDS students are **required** to have high quality optical eyewear with magnification. This eyewear will be routinely used in pre-clinical laboratories and in the clinics. When they are worn in the clinic, they must have fixed side-shields as part of the infection control requirements. A cost allowance for the optical eyewear magnification is included in the student financial aid package. Questions regarding optical eyewear with magnification should be directed to the Assistant Dean for Clinical Education, Dr. Juliana Barros, Juliana.Barros@uth.tmc.edu

SCHOOL OF DENTISTRY BUILDING ACCESS

UTSD building normally will be open from 6:00 am to 10:00 pm, Monday through Friday. All doors will be secured at all other times. Entrance to the building on nights and weekends will be through the Main and West entrances. These doors have a magnetic security lock which requires a UTHealth Houston identification badge for activation. UTHealth Houston identification badges will permit student entrance to the School of Dentistry building from 6:00 am to 10:00 pm on weekdays, and 9:00 am to 9:00 pm on Saturday and Sunday. The UTSD building will be closed on all scheduled UTHealth Houston holidays. For safety, security, and energy conservation, access to the building is not available during any other times than listed above. For additional information, please see page seven of this *Student Guide to Academic Studies.*

STUDENT DIRECTORY

Any changes in a student's name or address **must be reported within thirty days** to the Office of Student and Academic Affairs (Suite 4120) or the Registrar's Office (UCT 2250) by filling out the appropriate forms, available in either office. The form is found online on the Registrar's website:
https://www.uth.edu/registrar/forms.htm

INFORMATION AND REFERRAL SERVICES

UTHealth Houston Student Health and Counseling Services, https://www.uth.edu/studenthealth/, provides counseling and short-term therapy needs for students at no charge. Services include evaluation, individual and marital/couple counseling, and group therapy. All records are kept confidential to the extent allowed by law. Individuals who require long-term therapy are referred to the Department of Psychiatry at UTHealth Houston McGovern Medical School. UTHealth Houston Student Health and Counseling Services also offer outreach and preventive services such as stress reduction workshops and support groups, to enhance adjustment to professional schools (713-500-5171).

The Houston Area Women's Center (713-528-6798) provides a shelter for abused women and children, a 24-hour sexual assault hotline (713-528-7273) and a domestic violence hotline (713-528-2121). For more information regarding the services provided by this group, visit their web site, http://www.hawc.org.

McGovern Medical School's Department of Psychiatry and Behavioral Sciences (713-486-2500) (dial in your phone number and the # sign, the nurse coordinator will return your call) provides substance abuse counseling, referral and treatment.

The pamphlet "Student Substance Abuse Policy of The University of Texas Health Science Center at Houston" is available in the Office of the Dean. For further information about the policy, contact UTHealth Houston Student Health and Counseling Services (713-500-5171).

A comprehensive policy dealing with the Acquired Immune Deficiency Syndrome (AIDS) has been developed by The University of Texas Health Science Center at Houston. A copy of the pamphlet, "AIDS in the Workplace", is available in the Office of the Dean. For further information, contact Student Health and Counseling Services (713-500-5171).

LEARNING RESOURCE SERVICES

LIBRARY AND LEARNING COMMONS

The UTSD Library collection of books and journals focuses specifically on dentistry, with related support materials. The Library and Learning Commons participates in the Texas Health Science Libraries Consortium, which includes the libraries in the Texas Medical Center and the University of Texas Medical Branch at Galveston. The consortium provides a shared online catalog and access to bibliographic and full-text databases. The UTSD Library and Learning Commons provides assistance at the Support Desk and interlibrary loans for materials not held in UTSD's Library and Learning Commons.

The Library and Learning Commons is located on the fourth floor, Room 4200.

Computers are located in individual carrels and work stations throughout the Library and Learning Commons area. Access to email, word-processing, the Internet, databases and online catalogs, presentation software, the Electronic Health Record, and other resources are made available to students, faculty, and staff affiliated with UTSD. Classes to support these resources are taught throughout the year, and assistance is available by staff onsite or by appointment. A pay printer/copier is available in the student work center in the Library and Learning Commons. The printer/copier accepts copy cards. Students found using any other form of payment to obtain copies such as unauthorized UTHealth Houston copy codes, will be subject to disciplinary action which could include dismissal.

The UTHealth Houston picture ID badge also serves as UTSD library card. This badge is valid until graduation. Students must present this badge at the Support Desk in the Library when checking out materials. The UTHealth Houston ID Badge is also honored at all of the libraries in the Texas Health Science Libraries Consortium and can be presented at any circulation desk for charging materials. Students are responsible for all materials charged against their UTHealth Houston picture ID badge.

Hours for UTSD Library and Learning Commons are:

Monday -Thursday	7:30 am - 9:00 pm
Friday	7:30 am - 5:00 pm
Saturday	9:00 am - 5:00 pm
Sunday	Closed

During the **Summer Session**, UTSD Library and Learning Commons hours are 8:00 am - 5:00 pm, Monday through Friday.

The Library and Learning Commons is closed on all scheduled UTHealth Houston holidays, to include the Saturday prior to the scheduled holiday.

Telephone:	713-486-4094
FAX:	713-486-4100
URL:	http://libguides.dentistry.uth.edu/generalinformation

Online course textbook resources: https://libguides.dentistry.uth.edu/coursetextbooks

COPYRIGHT INFRINGEMENT

The Copyright Act of 1976 prohibits unauthorized reproduction of copyrighted material. Students are specifically prohibited from unauthorized reproduction of textbooks, video tapes and related material. Students who engage in such activity are subject to disciplinary action. A copy of *Copyright and the University Community*, a monograph of the Office of General Counsel, The University of Texas System, August, 1993, is available on reserve in the library. Students found making unauthorized reproduction of copyrighted material will be subject to disciplinary action which could include dismissal.

All approved users of the university's computer network, including students, must comply with U.S. Copyright Law and UTHealth Houston policies and guidelines governing the use of copyrighted materials. Users must not download, copy, reproduce or use any materials protected by copyright, including electronic media or files (e.g. e-books, music and videos) except as expressly permitted by the applicable software licensing terms. Users also may not use unauthorized copies of reproductions on university information resources.

In addition to potential civil and criminal penalties, each UTHealth Houston school may impose student disciplinary actions were appropriate in accordance with university policies governing student conduct and discipline, set forth at (HOOP 186 Student Conduct and Discipline).
https://www.uth.edu/hoop/policy.htm?id=1448220

The UTHealth Houston Information Technology Team has created a detailed information website which explains Peer-to-Peer file sharing and potential copyright infringement.
https://inside.uth.edu/it/cio/policies/policy.htm?id=21d32398-2570-4078-9ca2-e3503be1d8c5

University policy related to classroom and research use of copyrighted materials can be found in HOOP 47, Classroom and Research Use of Copyrighted Material:
https://www.uth.edu/hoop/policy.htm?id=1447942

More detailed conditions governing the reproduction of copyrighted material can be found at www.uth.edu/hoop/copyright-guidelines.htm.

University policy related to software copyright compliance can be found at the UTHealth Houston Information Technology page: https://inside.uth.edu/it/cio/policies/ Please read the information on these web pages and become familiar with the policies regarding use of copyrighted materials and copyright infringement.

COMPUTER SERVICES

UTHealth Houston Information Technology is responsible for network and computer activities within the school. The school's network is connected to the Internet and UTHealth Houston Intranet. Student access to school resources and the Internet is made available through UTHealth Houston School of Dentistry Library and Learning Commons.

BOOKSTORES

The UTSD Bookstore (713-486-4450) is located on the UTSD second floor, Room 2202, and stocks required and recommended dental supplies, dental kits, textbooks and some course monographs, as well as a limited offering of school supplies and clothing. The store is open from 8:00 am – 4:30 pm.

Books and equipment that are not in stock may be special-ordered for a nominal deposit. A knowledgeable

staff is always present and looks forward to assisting you with your purchases.

The McGovern Medical School Bookstore (713-500-5860) is located in the basement of the McGovern Medical School and is open Monday through Friday from 8:30 am - 5:00 pm.

Additional information on the UTHealth Houston Bookstore can be found at https://www.uth.edu/auxiliary-enterprises/departments/bookstores/

CLINICAL AND EDUCATIONAL SUPPORT SERVICES

This department provides services for UTSD students, faculty, and staff and is located in *Room 3210*. The following is a list of some of those services:

- Administration of the Student Dental Rental Instrument Program, including acquisition, distribution, inventory and maintenance.
- Seating and locker assignments for pre-clinical laboratory students
- Coordination of pre-clinical laboratory
- Maintenance and equipment repair
- Centralized supplies ordering
- Central Sterilization

Dispensary (Room 3450)

Dispensing, issuance, and retrieval of preclinical instruments, equipment and supplies, as follows:

Tooth ID sets	Brainstems and charts
Electric lab engines	Basic science related equipment and supplies
Chair manikins	Special related instructions and materials
Skulls	

Pre-Clinical and Simulation Dispensary (Room 3450)

Distribution of consumable supplies, distribution and retrieval of selected equipment and supplies for first- and second-year dental students.

Dental Equipment Repair and Maintenance (Room 3450)

Provision for repair and maintenance of dental equipment for all clinics, pre-clinic and departmental laboratories. Also, maintenance and repair of locks and keys for student assigned desk drawers and lockers.

MEDIA PRODUCTION SERVICES

Media Production Services is located on the fourth floor, Room 4160. Services available through the office include photography, poster and table clinics, and other media production services.

For more information, please visit Room 4160 or contact Sandra.G.Miller@uht.tmc.edu

EDUCATIONAL TECHNOLOGY

Educational Technology is located on the fourth floor in the Technology Services and Informatics Office, Suite 4160. It is open during standard office hours.

Services available from Education Technology include:

- Educational software and systems support, including:
    - Canvas
    - ExamSoft and online assessment tools
    - Audience Response System
    - Lecture capture / Webcasting (Panopto)
- Classroom AV Support/Maintenance
- Audio and Video Production and Editing
- Videoconferencing https://www.uth.edu/video/video-conferencing-service-request-form.htm
- Digital IDs / Guest Accounts
- CD/DVD Duplication
- Support for integrating technology into education

Audio and video production services may result in the charge and require a work order, signed by the department chairperson with an account number for the account to be charged. If paying by cash, the work order can be obtained in Room 4160. Please contact Darrel Gonzales for further details.

If you have questions please contact:

Richard "Hal" Halpin | Manager, Educational Technology | Richard.Halpin@uth.tmc.edu
Darrel Gonzales | Supervisor, AV Services | Darrel.Gonzales@uth.tmc.edu

Audience Response System

Students are issued an audience response system "clicker" affiliated with the TopHat software in the first year of matriculation. The license must be renewed at *no charge* each year at the UT School of Dentistry Bookstore located on the second floor, Room 2202.

NATIONAL BOARD DENTAL EXAMINATION

INTEGRATED NATIONAL BOARD DENTAL EXAMINATION

Students will are required to take and pass the Integrated National Board Dental Examination (INBDE). To qualify to take the INBDE students must have successfully completed the first three years of the curriculum and all courses covered by this examination. In addition, students must attend scheduled review sessions and successfully pass the INBDE qualifying examination. Dental students must pass the INBDE to be considered for graduation.

Applications and specific prerequisites for eligibility can be obtained from the Office of Student and Academic Affairs or online through the American Dental Association website. The examination may be registered for online. The examination date must be scheduled with a Prometric Center after approval has been given by the school and processed by the American Dental Association.

Dates

Students are encouraged to consult the Office of Student and Academic Affairs for final dates.

After the application is processed, candidates will receive instructions by letter or email to call and register for the test with Prometric Testing Center.

Additional information about the National Board Dental Examination can be found on the American Dental Association website: http://www.ada.org/

STUDENT ORGANIZATIONS

Student organizations at UTSD provide students with an opportunity to become involved with the activities of professional societies. Student organizations are also listed on the UTHealth Houston Student Organization website at https://inside.uth.edu/academics/organizations.htm

UTSD REGISTERED STUDENT ORGANIZATIONS

Professional student organizations at UTHealth Houston School of Dentistry may include:

Academy of Latter-Day Saints (LDS) Dentist Student Chapter

The Alignment Club

American Academy of Developmental Medicine and Dentistry

American Dental Education Association Student Chapter

American Student Dental Association (ASDA)

Asian American Student Dental Association

Aspiring Professionals in Endodontic eXcellence (APEX)

The Butler Society

Cleft and Cranofacial

Dental Anesthesia Club for Students

Digital Dentistry Student Association (DDSA)

Dentistry. Duty. Service.

Hispanic Student Dental Association

Houston Academy of General Dentistry Fellowtrack

Houston Dental Christian Medical Dental Association

Laser Learning Society

Muslim Dental Association

Pediatric Education Dental Society (PEDS)

Pride-N-Practice

Psi Omega Fraternity

Sports Dentistry (Academy of Sports Dentistry)

Student Esthetic Association

Student National Dental Association

Students Rapt by Perio

Student Research Group

Texas Association of Women Dentists

Xi Psi Phi – Alpha Psi Chapter

FRATERNITIES

Dental fraternities represented include Alpha Omega International Dental Fraternity – Beta Eta Chapter, Delta Sigma Delta, Psi Omega and Xi Psi Phi – Alpha Psi Chapter. Fraternity Rush is conducted by the Inter-fraternity Council. Interested students can obtain more information regarding fraternity membership at the beginning of the academic year.

STUDENT COUNCIL

The UTSD Student Council coordinates a number of student activities at UTSD. Representatives to the council are elected from each class. Students may also participate in UTHealth Houston organizations, such as the Student InterCouncil and the Student Union.

STUDENT INTERCOUNCIL (SIC)

The Student InterCouncil (SIC) is the UTHealth Houston student governance organization and is the recognized forum of student opinion and the primary vehicle for student participation in the governance of UTHealth Houston. The SIC is comprised of student representatives from each of the seven UTHealth Houston schools, including underrepresented and international students. For information about the Student InterCouncil you can go to their website at https://www.uth.edu/sic/

STUDENT AWARDS

The following list of student awards sponsored by organizations, corporations, or individuals, and applies primarily to graduating, fourth-year students; however, exceptions are noted under the individual award listings. Many of these awards are dependent upon individual contributions and may be discontinued. Most of the awards are presented at a banquet prior to graduation.

ACADEMY OF DENTAL MATERIALS AWARD
For demonstrating excellence in the field of dental materials science

ACADEMY OF GENERAL DENTISTRY SENIOR STUDENT AWARD
For demonstrating exemplary of skill and excellence in every phase of clinical dentistry

ACADEMY OF LASER DENTISTRY AWARD
For demonstrating outstanding performance in laser dentistry

ACADEMY OF OPERATIVE DENTISTRY AWARD
For demonstrating excellence in operative dentistry

AMERICAN ACADEMY OF ESTHETIC DENTISTRY AWARD
For demonstrating outstanding performance in esthetic dentistry

AMERICAN ACADEMY OF IMPLANT DENTISTRY UNDERGRADUATE DENTAL STUDENT AWARD
For demonstrating exceptional interest and ability in the field of implant dentistry

AMERICAN ACADEMY OF ORAL AND MAXILLOFACIAL PATHOLOGY DENTAL STUDENT AWARD
For demonstrating outstanding interest, accomplishment, and promise in the field of oral pathology

AMERICAN ACADEMY OF ORAL AND MAXILLOFACIAL RADIOLOGY ACHIEVEMENT AWARD
For demonstrating exceptional interest and accomplishment in dental radiology

AMERICAN ACADEMY OF ORAL MEDICINE
For demonstrating outstanding performance in the field of oral medicine

AMERICAN ASSOCIATION OF ENDODONTISTS
For demonstrating outstanding interest and ability in the field of endodontists

AMERICAN ASSOCIATION OF ORTHODONTISTS
For demonstrating exceptional interest in the development of the orofacial complex

AMERICAN ASSOCIATION OF PUBLIC HEALTH DENTISTRY RECOGNITION AWARD
For demonstrated interest in public health

AMERICAN ASSOCIATION OF WOMEN DENTISTS
For fourth-year women dental students who have demonstrated outstanding leadership and academic excellence

AMERICAN COLLEGE OF DENTISTS OUTSTANDING STUDENT LEADER
For contributions to dentistry through professional activities

AMERICAN COLLEGE OF PROSTHODONTICS AWARD
For demonstrating interest and ability in the field of prosthodontics

AMERICAN DENTAL SOCIETY OF ANESTHESIOLOGY HORACE WELLS SENIOR STUDENT AWARD
For fourth-year students demonstrating proficiency in anesthesiology and dentistry

AMERICAN EQUILIBRATION SOCIETY
For demonstrating outstanding performance in the science of occlusion and temporomandibular joint function

AMERICAN STUDENT DENTAL ASSOCIATION AWARD OF EXCELLENCE
For demonstrating exceptional ability in the classroom and in clinic

THE BRIAN D. STONE MEMORIAL AWARD FROM DENTAL LIFELINE NETWORD
For demonstrating excellence as a dental clinician

ELLIOT HALE "GUNNER' AWARD FOR CLINICAL EXCELLENCE
For demonstrating excellence in all clinical settings

GREATER HOUSTON DENTAL SOCIETY COMMUNITY DENTISTRY AWARD
For demonstrating outstanding interest in community dentistry

HANAU PROSTHODONTICS
For demonstrating outstanding achievement in fixed and removable prosthodontics

HOUSTON ACADEMY OF GENERAL DENTISTRY AWARD
For demonstrating exemplary of skill and excellence in every phase of clinical dentistry

HOUSTON SOCIETY OF ORAL AND MAXILLOFACIAL SURGEONS
For demonstrating outstanding achievement in oral and maxillofacial surgery

INTERNATIONAL COLLEGE OF DENTISTS STUDENT HUMANITARIAN AWARD
For demonstrating the importance of promoting the welfare of others

INTERNATIONAL COLLEGE OF DENTISTS STUDENT LEADERSHIP AWARD
For demonstrating the most professional growth and development in clinical and technical competence during four years of dental studies

INTERNATIONAL CONGRESS OF ORAL IMPLANTOLOGISTS/DENTSPLY STUDENT ACHIEVEMENT AWARD
For demonstrating academic achievement and interest in implantology

IVOCLAR DIGITAL DENTISTRY STUDENT OF THE YEAR AWARD
For demonstrating outstanding performance in digital dentistry including training others

JAMES P. FERGUSON AWARD FOR EXCELLENCE IN DENTAL ANATOMY
For demonstrating excellence in dental anatomy

NINTH DISTRICT DENTAL SOCIETY AWARD FOR COLLEGIALITY
For demonstrating collaboration among their colleagues

NINTH DISTRICT DENTAL SOCIETY ETHICS AND INTEGRITY AWARD
For demonstrating ethical behavior and promoting the integrity of the profession

OMICRON KAPPA UPSILON NATIONAL DENTAL HONOR SOCIETY
For demonstrating outstanding academic and professional character as recognized by the Mu Mu chapter of Omicron Kappa Upsilon.

QUINTESSENCE AWARD FOR CLINICAL ACHIEVEMENT IN PERIODONTICS
For demonstrating clinical achievement in clinical periodontics

QUINTESSENCE RESEARCH ACHIEVEMENT
For demonstrating interest in the field of research

QUINTESSENCE AWARD FOR CLINICAL ACHIEVEMENT IN RESTORATIVE DENTISTRY
For demonstrating clinical achievement in restorative dentistry

ROBERT R. DOSCH AND JAMES L. ROUT AWARD
For demonstrating outstanding achievement in the field of dental anatomy and occlusion

SOCIETY FOR COLOR AND APPEARANCE AWARD
For demonstrating outstanding performance in esthetic dentistry

SOCIETY FOR SIMULATION IN HEALTH CARE AWARD
For demonstrating outstanding performance in a simulated setting

SOUTHWEST ACADEMY OF RESTORATIVE DENTISTRY AWARD
For demonstrating self-discipline, leadership, and dedication in the field of restorative dentistry

SPECIAL CARE DENTISTRY ASSOCIATION / ACADEMY OF DENTISTRY FOR PERSONS WITH DISABILITIES STUDENT AWARD
For demonstrating an interest in compassionately treating patients with special needs

STEPHEN LAMAN, DDS, SCHOLARSHIP FOR SERVANT LEADERSHIP
For demonstrating a willingness to help others throughout their matriculation

TEXAS ASSOCIATION OF WOMEN DENTISTS
For fourth-year women dental students who have demonstrated outstanding leadership and academic excellence

TEXAS DENTAL ASSOCIATION OUTSTANDING SENIOR AWARD
For outstanding leadership and professionalism and participation in activities relating to the promotion of dentistry

THE UNIVERSITY OF TEXAS SCHOOL OF DENTISTRY ALUMNI ASSOCIATION AWARD
For demonstrating outstanding scholarship in undergraduate dental studies

UTSD STUDENT IN APPLIED BASIC SCIENCE AWARD
For demonstrating outstanding performance in the applied basic sciences

WALTER G. STERLING
For demonstrating the greatest academic achievement and professional development during four years of dental studies

W. KENNETH HORWITZ, DDS, ETHICS AND PROFESSIONALISM AWARD
For demonstrating excellence in ethics and professionalism

APPENDIX A: ELECTIVES

THE UNIVERSITY OF TEXAS

SCHOOL OF DENTISTRY AT HOUSTON

ELECTIVE COURSE INFORMATION

DBEC 1102 (*Spring*) **Ethics Video (Telecommunication)** (0.5 cr) 1st, 2nd, 3rd Year
Instructors: Long, Ben Warner **Limits**: max 16
Prereq: *DENF 1621 Ethics in Dentistry*

Description: This elective provides a forum for the creation of a video for entry in the ADA Student Ethics Video Contest and must meet the guidelines of the ADA Video Contest and the approval of the sponsoring faculty. The video should draw attention to the ethical dilemmas that dental students and dentists may encounter and/or new categories that maybe included in the ADA contest. This elective provides an opportunity for students to consider ethical decision-making and to foster those character traits that adhere to ethical principles that may be utilized throughout their continuing education and subsequent professional career.
Instruction: Seminars as needed
Evaluation: Completion of video no more than 4½ minutes in length.

DBEB/DBEC *(Fall/Spring)* **2202 Geriatric Oral Health Care Needs in the Community Service-Learning Opportunity** (1.5 cr.)
Instructors: Sadowsky 3rd, 4th Year
Prereq: Instructor Approval **Limit**: max 10
Day / Time: Six sessions

Description: Students are invited to participate in teams to assess the status of geriatric oral health in community centers. Learners will have the opportunity to acquire the skills of observation, communication, examination and professionalism. Students have a myriad of chances to intercede in and make better the life of the community dwelling community elders with their focus on the oral and dental well-being of the participants. It is essential to interact with the family and caregivers who maintain or improve physiological, psychological land social well-being of the participants and will involve collaboration with an interdisciplinary team to analyze hindrances in access to care and make appropriate recommendations about an oral health problem resolution involving the elderly.

Week 1: (3rd week of semester) Present participating sites to the students. Students will be assigned to one of three locations or others as needed

1. 600 Telephone Road
2. 75 Lyerly (I 45 North at Airline
3. 7225 Belle rive (Off 59/69 between Hill croft and Bellaire Blvd)

Student teams will be assembled. Contextual information delivered and students will be given overview of timeline to the project as well as elective goals.

Week 2: (4th week): Orientation – Explain the common oral manifestations of systemic diseases in the geriatric adults, discuss the barriers to care for the elderly in Texas, and explain the geriatric survey to be used during the interviews. Also, review HIPAA with the students to de-identify the surveys. Instruction will be given for information dissemination during elective.
Week 3: (5th week) Conduct mock interviews between students to practice conversing with the geriatric population.
Week 3 – 12 (5th – 15th week): Schedule participants (site managers will assist in recruiting residents). Make two visits to the same site with a minimum of 6 weeks between visits. The first visit will be conducted with student leaders or Dr. Sadowsky. Students will see the minimum 5 participants for individual interviews and oral care product delivery. If the resident is willing, discuss medications and possible oral interactions. Discuss access to care, physician/medical care, proper oral hygiene implementation, and any other oral health concerns.
Week 13 & 17: Students present "Lunch and Learn" (two/three teams per session) Students will discuss their experience with their assigned community, survey statistics, and potential solutions to resolving the communities' barriers to oral health care.

Method of instruction: Hands-on participation in several community participant cases with life review, methods of evaluation of oral health instructions.
Evaluation: Attendance, self-evaluation, oral inquiry, participation/preparation/delivery of Student Lunch and Learn.

DBEA (Summer) **3051 PEDI Cleft Lip/Palate Multi-Disciplinary Observation** (1.5 cr) 3rd Year
Instructor: Hanson-Kiss **Limits**: max 2
Prereq: Instructor approval required. Students must apply. **Day/Time**: 8:30 am -1 pm, Wed, with variations

Description: Surgical /dental observation of pediatric patients with complex orofacial conditions at Shriners Hospital. One observation session in Missouri City requiring own transportation. This elective will expose students to a multi-disciplinary clinic to gain insight into the medical and surgical management of children with orofacial clefting from a standpoint of the various providers on the team. Within the Shriners Hospitals Cleft Clinic, students will observe clinical and surgical/dental management of orofacial clefting patients with Plastic Surgery, Orthodontics, Oral Maxillofacial Surgery, Pediatric Dentistry, Genetics, Speech, and ENT. Each week, students will be assigned to shadow a specialty at the Wednesday multi-disciplinary clinic. Students will observe at least 1 surgical/dental procedure with each specialty.

At the conclusion of the elective, students will complete a case study of a standardized patient from a multi-disciplinary standpoint. Since each student will observe with each specialty only once, if a student misses an observation and is unable or unwilling to reschedule, they will fail the elective. While every effort will be made to only schedule a student for 1 clinical and 1 surgery/dental observation each week, if needed, a student could arrange multiple surgery/dental observations in the same week. To observe at Shriners Hospital's for Children, students will be required to complete an Observation Request that is submitted at least 5 business days prior to the start of the rotations: Observation form, letter of good standing from UT SOD, copy of current vaccinations/immunizations, and copy of UT SOD badge.
Objectives:
1) Be able to describe the medical and surgical management of children with orofacial clefting: understand timing and goals
for treatment.
2) Obtain experience with a high volume, fast-paced multi-disciplinary clinic environment.
3) Identify how multiple disciplines collaborate to provide optimal patient care.
4) Identify developmental milestones, physical features, and family history that may be indicative of an underlying genetic syndrome.

Method of Instruction: Clinical observation
Evaluation: Case study of a standardized patient from a multi-disciplinary standpoint.

DBEB 3052 (Fall) **Creating Lifetime Patients for Your Practice** (0.5 cr) 1st, 2nd, 3rd Year
Instructor: Long **Date/Time:** Tu or Wed, Noon
Prereq: *DENS 1624 Practice Management I* **Limits:** min 6; max 20

Description: This seminar series will illustrate how to ethically generate loyal, lifelong patients by planning for the instructor's "10 Moments of Truth in Dental Practice," potentially saving the office thousands of dollars each month that the "average" dentist spends on advertising, discounts, and other promotions. This elective will instruct students on how to identify the individual values, personality, and oral health goals of every patient. Also emphasized will be the verbal skills and visual components that impress the patient, generate patient referrals, and cultivate their trust and loyalty for a lifetime. This course will include a complimentary copy of the instructor's personal, 16-page training script that successfully guided him and his staff for more than 30 years in practice.
Objectives:
1. List the "10 Moments of Truth" that must be addressed with each new patient visit.
2. Explain the "do's and don'ts of ethically branding your practice.
3. Relate how successful practices are built on the interpersonal skills of the doctor and staff.
4. Develop excellent verbal skills, incumbent for the doctor and staff in the patient-centered practice.
5. Describe techniques to encourage your patients to refer their friends and family to your dental practice.
6. Describe the "NEER" System of marketing your practice.
7. Demonstrate "The Exceptional New Patient Script" handout.

Method of Instruction: Seminar
Evaluation: Oral, Essay, Term Paper or Video

DBEB 3106 (Fall) **Spanish for Dental Professionals** (0.5 cr.) 2nd, 3rd, 4th Year
Instructors: Rey **Limits**: min 5; max 40
Prereq: *A knowledge of* basic conversational Spanish is *mandatory*.
Day/Time: Wed, noon

Description: This course is intended to assist students evolving from their conversational Spanish into simple, professional, dental-applicable Spanish language skills to ease communication an interaction with Spanish-speaking-only patients. The student will be encouraged to recognize and comprehend cultural differences that may weaken outcomes. This elective will give students basic knowledge of terminology used in the UTSD electronic record, medical history, essential communication, and cultural aspects of communicating with dental patients in Spanish.
To receive credit for the elective, students need to be present for a minimum of ***eight*** of the eleven sessions, complete the oral presentation, and participate in class. If the student fails to attend at least three sessions without an excused absence, the student will *not receive elective credit*, as there is no remediation to replace the in-class experience.
Objectives: Apply anatomy and dental terminology in a clinical encounter with a Spanish-speaking patient. Demonstrate a set of essential skills for assessing medical and dental histories of patients in the Spanish language. Implement appropriate basic dental instructions and guidance in Spanish for a Spanish-speaking patient. Explain a basic assessment summary and treatment plan in Spanish to the patient.
Method of Instruction: Lecture, Spanish speaking under guidance of instructors
Evaluation: Attendance, Oral Presentation

DBEB, DBEC, DBEA 3112 *(Fall, Spring, Summer)* **Intellectual Disability Clinical Care at Brookwood** (0.5 cr.)
3rd, 4th Year
Instructors: Harrison, Fray, Sadowsky, Ben Warner **Limits**: min 1; max 10
Instructor approval required. **Day / Time**: Mon, 1-2 sessions totaling 8 hours

Description: This elective provides dental students an opportunity to receive clinical enriching experiences in diagnosis, treatment planning and management of adult patients with Intellectual and Developmental Disabilities (I/DD), as well as providing contemplative discussions with faculty on the value of interdisciplinary interaction with physicians, behavioral specialists and nurses for collaborative care. This course also reviews evidence-based clinic practices for interdisciplinary care. Through Brookwood facility and UTSD collaboration, dental students will acquire skills to diagnose, treatment plan, and manage adult patients with disabilities; learn about specific I/DD conditions (e.g. autism, CP, seizure disorder, Down syndrome).
Method of Instruction: Lecture and clinical **Evaluation:** Oral evaluation follows clinical instruction

DBEC *(Spring)* **3409 Clinical Specialty Clerkship Honors in Periodontics** (1.0 cr.) 3rd Year
Instructor: Eswaran **Limits**: max 4
Prereq: Instructor approval **Day/Time**: TBA

Description: Students must have completed all third year Periodontic experiences through the fall of the third year and have achieved at least an 85% average in all Periodontics courses. Students must be in the top 25% of their class. It is expected that the student would gain experience in prescriptive surgical procedures such as crown lengthening and exposure to more sophisticated soft tissue grafting and esthetic procedures. Students will have the opportunity to plan and treat an implant case in conjunction with a senior resident and the faculty.
Objectives: The purpose of this course will be to provide the student with an advanced experience in clinical Periodontics. The general objective will be to integrate the fourth-year student as much as practical into the postgraduate Periodontics experience in anticipation of application to a postgraduate program in Periodontics.
Method of instruction: Clinical
Evaluation: Project completion, oral, and faculty evaluation

DBEC 3717 Dental Specialties & Advanced General Dentistry Programs (0.5 cr.) 1st, 2nd, 3rd Yr
Instructor: Chan, M. **Limit**: max 50
Pre-req: Instructor approval required. **Day/Time**: Wed, noon

Description: This elective consists of approximately 12 sessions, with each session led by faculty or program director from each of the advanced dental education programs to educate students on each discipline/program. Dental students will be provided with general information to help them navigate through the various, advanced education opportunities. Each session will have Q&A opportunities and training and insight into the process of PASS, Match, and Interview Process.
Objectives: Compare the various advanced dental education programs. Identify the different steps involved in the application process to the various advanced education dental programs. Recognize the value of pursuing advanced dental education.

Method of Instruction: Seminar
Evaluation: P/F grade determined by the number of completed in-class assignments. Assignment Forms will be distributed to students during the first 15 minutes of class time and collected at the end of the period to determine attendance. *Students are allowed a total of **three** excused or unexcused absences in the course and still receive credit for the course.*

DBEB, DBEC, DBEA *(Fall, Spring Summer)* **4004 Intellectual Disability Inter-Professional Care** (0.5 cr.)
Su 2nd, 3rd, 4th Year
Instructor: Fray, B. Warner **Limits**: max 10
Prereq: *DENF 1934 Introduction to Population Heatlh* **Day / Time**: Wed & Fri, 12-12:50 pm

Description: This elective course aims to provide students with an introduction to the treatment needs of adults with I/DD and the importance of an integrated care plan with behavioral specialists, physicians and nurses. Students will spend sixteen (16) hours total for the class with two three-hour sessions at the Baylor College of Medicine Transitional Care Clinic and ten, one-hour didactic sessions learning proper case selection, facial dysmorphia concerns, treatment planning, incremental desensitization and case coordination.
Objectives:
1. Introduce the fundamentals of dental evaluation/treatment planning for patients with Intellectual Disability.
2. Describe the major types of patients with intellectual and developmental disabilities (IDD) and their dental common conditions and complex medical co-occurring needs,
3. Discuss inter-professional interaction with physicians, behavorial specialists and nurses for collaborative care planning and sequencing of treatment to prepare students for clinical interaction with other professionals.
4. Describe the behavorials challenges and intensive adaptive interventions for patients with I/DD.
5. Review the evidence based clinical best practices for collaborative interdisciplinary care (IDC).
6. Provide the student with case study review for patients with I/DD comprehensively treated in an IDC clinic

Method of Instruction: Lecture and clinical
Evaluation: Final written exam comprised of multiple choice, short answer, and essay. Project completion. Students are advised to check their rotation and personal schedules prior to registering.

DBEB, DBEC *(Fall, Spring)* **4111 Resin Bonded Fixed Partial Dentures** (0.5 cr.) 3rd, 4th Year
Instructor: Aponte **Limits**: min 10, max 20
Day / Time: Wed, 12-12:50 pm
Description: This elective is designed to teach students to evaluate the factors that create a nice restoration, utilizing minimally invasive prosthodontics techniques. The evolution of minimalistic restorations will be presented: The work of Dr. Bowen; Drs. Van Thompson and Gus Livaditis ("Maryland Bridges"); and the designs of Dr. Stewart R. Halbauer and Dr. Rochett. Avoiding problems with each technique will be discussed. Clinical situations will be presented for discussion, analog and digital techniques will be compared, and the student will have the opportunity to prepare one, anterior minimalistic restoration--analog or digital.
Method of Instruction: Lecture and Laboratory. **Evaluation:** Oral, project completion, term paper

DBEB *(Fall)* **4210 Introduction to Dental Sleep Medicine** (0.5 cr.) 2nd, 3rd, 4th Year
Instructor: Abbassi/Wuertz **Limits**: min 10; max 50
Day/Time: Tue, 12-12:50

Description: Students will learn about Sleep Related Breathing Disorders (SRBD) and its effect on quality of life of an individual, its effect on oral health, and overall health. Students also learn about pathophysiology, risk factors, comorbidities, and what key anatomical structures to look for during examination in order to be able to screen and recognize SRBD, including Obstructive Sleep Apnea. Students will learn about the role of a dentist in screening; recognize and refer patients to a physician for further evaluation if deemed necessary; as well as treatment modalities available, including Oral Appliance Therapy, and its mechanism on opening the pharyngeal airway.
Objectives: At the end of this course, the student will be able to:
(1) Understand the anatomical causes of SRBD.
(2) Understand adult and pediatric pathophysiology and consequences of SRBD.
(3) Apply methods to screen patients for SRB and utilize common screening questionnaires.
(4) Identify risk factors and comorbidities associated with SRBD.
(5) Describe comprehensive exam and recognize oral and facial characteristics contributing to SRBD.
(6) Describe the role of the dentist in the screening for and treatment of OSA according to current Texas State Board

of Dental Examiners Rule 108.12 (Dental Treatment of Sleep Disorders)
Method of instruction: Lecture **Evaluation:** Multiple-choice questions

DBEC *(Spring)* **4211 Advanced Dental Sleep Medicine** (0.5 cr.) 2nd, 3rd, 4th Year
Instructor: Abbassi/Wuertz **Limits**: min 10; max 50
Prereq: *DBEB 4210 Introduction to Dental Sleep Medicine Elective* **Day / Time**: Fri, 12-12:50 pm

Description: Students will learn more about advanced pathophysiology of airway and phenotypic factors involved in SRBD leading to Obstructive Sleep Apnea; learn more about diagnostic test used by physicians to diagnose the disorder, learn more in depth about the mechanism, designs, and materials used in different oral appliances, participate in hands on session(s) on taking impression, fabricating MyTap, and morning aligners, learn about possible side effects and how to manage them.
Objectives: At the end of this elective course, the student will be able to:
(1) Understand advanced anatomy and physiology associated with sleep-disordered breathing.
(2) Understand with the concept of polysomnography and other sleep testing modalities.
(3) List the objectives for successful treatment with oral appliance therapy.
(4) Understand the mechanism of oral appliances on pharyngeal airway.
(5) Take impressions and a bite record for the construction of a mandibular advancement appliance.
(6) Construct a morning aligner and understand its rationale for use.
(7) Understand the parameters of care for oral appliance therapy according to the AADSM.
(8) Understand the proper titration techniques that lead to successful treatment with an oral appliance. TSBDE Rule 108.12
Method of instruction: Lecture **Evaluation:** Multiple-choice questions

DBEB *(Fall)* **4212 Head and Neck Interprofessional Oncology** (0.5 cr.) 4th Year
Instructor Approval Required: Ben Warner **Limits**: 1 min; 2 per-session max, totaling 22
Prereq: None **Day / Time**: *All day Thu*

Description: The goal of this course is for the dental student to receive clinically enriching experiences in diagnosis, treatment planning, and management of patients with head and neck malignancies and be involved in contemplative discussions with faculty from UTHealth Houston Schools of Dentistry and Medicine. The student will join a multidisciplinary team that includes surgical oncologists, physical medicine specialists, audiologists, and speech therapists. The student will review head and neck clinical anatomy during procedures such as flexible laryngoscopy and is expected to have an active, point-of-care role in providing dental information to cancer patients. Through this TMC collaboration, the dental student will acquire skills to diagnose, treatment plan, and manage patients with neoplasms of the oral cavity, pharynx, larynx, trachea, nose, paranasal sinuses, thyroid, and parathyroid, and other head/neck diseases. Students will learn about the effects of surgery, radiation and chemotherapy, and specialized services for resulting deformities.
Method of Instruction: Clinic
Evaluation: 250-word essay describing cancer pathobiology and physiologic basis for the clinical decisions made during the clinic session attended. Submitted by email to Ben.F.Warner@uth.tmc.edu by *11:59 pm on the day of the clinic session to receive credit.*

DBEB *(Fall)* **4304 Clinical Specialty Clerkship Honors in Endodontics** (1.0 cr.) 4th Year
Instructor: Jeong **Limits**: min 5; max 13
Prereq: Instructor approval **Day / Time**: Tue

Description: This elective course will afford selected students the opportunity to gain additional knowledge and clinical experience in Endodontics through more advanced patient treatment and attendance at graduate Endodontic Presentation seminars and Literature seminars. Students must submit the application form detailing their interests in Endodontics. Notification of acceptance will be in early December. Participating students will still need to complete all minimal, essential endodontic experiences and all endodontic competencies. Students will participate in this hands-on course, treating more advanced, nonsurgical root canal cases.
Objectives:
1. Apply knowledge of complicated anatomy of root canal systems in treatment protocol.
2. Apply concepts of advanced non-surgical root canal treatment in a clinic setting.
3. Develop non-surgical root canal treatment protocols in a variety of clinical scenarios.
Method of instruction: Clinical **Evaluation:** Oral evaluation

DBEB/DBEC *(Fall/Spring)* **4605 Clinical Specialty Clerkship Honors in Prosthodontics** (1.0 cr.) 4th Year
Instructor: Belles **Limits**: max 2
Prereq: Instructor approval, completion of all Third-Year courses **Day / Time**: TBA

Description: Students must be in good academic standing, recommended by their Third Year Group Leader, and have the approval of their Practice Leader. Students will be exposed to an advanced level of prosthodontic care and will be required to document a patient's complete treatment, resulting in a case presentation to the department faculty, residents and fellow honor students. Students will be introduced to clinical teaching and stimulate interest for advanced training in prosthodontics.
Objectives: Understand screening, diagnosis, and treatment planning procedures for advanced prosthodontics cases. Document prosthodontic cases suitable for presentation for continuing education.
Method of instruction: Clinical
Evaluation: Faculty evaluation of patient treatment, clinical teaching, and end of course presentation.

DBEB, DBEC, DBEA *(Fall, Spring, Summer)* **4712** – **Clinical Specialty Clerkship Honors in OMFS** (2.0 cr.)
4th Year
Instructor: Daniel **Limits**: max 2-6
Prereq: Instructor approval **Day / Time**: TBA

Description: Students must have passed 2801, 3807. Selected students will be given the opportunity to (1) perform more complex dentoalveolar surgery procedures, (2) develop skills using a surgical handpiece, and (3) be exposed to parenteral sedation techniques under the supervision of oral surgery attending faculty. All scheduled surgery procedures will require faculty approval and will require the participant to have another dental student assistant. The course is intended to allow dental students interested in the specialty of oral and maxillofacial surgery to gain clinical experience performing more complex dentoalveolar surgery to include third molars.
Objectives: The student will learn to start IV lines and administer parenteral anesthetics under the supervision of the attending oral surgery faculty.
Method of instruction: Clinical
Evaluation: Clinical Performance

DBEB / DBEC / DBEA *(Fall, Spring, Summer)* **4714 MOSAIC Global Service in Vulnerable Patient Care** (1.5 cr)
2nd, 3rd, 4th Year
Instructors: Fray, Ben Warner **Limits**: min 2; max 15
Prereq: None **Day/Time**: TBA

Description: Dental and Dental Hygiene students have limited exposure to vulnerable patients in other cultures that require cultural competency to impact the social determinants of oral health to overall health. This is a joint project with the University of Puerto Rico School of Dentistry with the UTSD supported by private donation and grant funding for learning in community service. Reported positive outcomes from community and global health learning include increased likelihood to care for patients who are economically and socially disadvantaged in the future, improved cultural awareness, and increased interest in public health and primary care career-related opportunities.

In this course we focus on three common student activities for global health learning in dental education: service learning, didactic learning, and experiential learning. Service learning consists of observing direct patient care as a trainee/student under the supervision of a faculty dentist. Experiential learning involves having a concrete experience related to but beyond content taught within the walls of the classroom that informs how students perceive social determinants in class and then visit community members in poverty and learn how that directly and indirectly impacts the health of community members. Optional IRB approved research will be encouraged.

This elective course provides second-year through fourth year dental students and second year dental hygiene students with an introduction to global service learning utilizing the resources of the global learning kit from Harvard School of Dental Medicine. Students will spend 25 hours total for the class with one, two-hour lecture; three, one-hour, lunch-and-learn sessions; and completion of five online didactic modules (4 hours each) learning cultural competency, addressing social determinants of health, ethics and primary care. After completion of the elective, students will be eligible to participate in one week of experience learning at UPR to be completed as a separate optional, noncredit-related activity. Evaluation by essays or short quizzes at each session prior to each of four didactic sessions.

RESOURCES: *Global Health Starter Kit Modules (click link below)*
Module 1: Global Trends
Module 2: Global Goals

Module 3: Back-to-Basics Primary Care
Module 4: Social Determinants and Risks
Module 5: Ethics and Sustainability
Starter Kit FAQ

Objectives:
1. Synthesize the fundamentals of dental evaluation with experiential clinical observation sessions in diagnosis, treatment planning and management of vulnerable patient populations when resources are scarce in a culturally competent environment.
2. Distinguish issues of global health conduct with ethical concerns.
3. Practice self-checks in order to recognize one's motivations.
4. Identify unintended negative impacts of a volunteer's presence in a marginalized community.
5. Analyze the differences between vertical and horizontal approaches to health, and formulate a combination of the two approaches (a "diagonal" approach) when considering global oral health improvement programs that are sustainable.
6. Participate in contemplative discussions on behavioral challenges to achieve oral health with families of people with intellectual disabilities.

Method of Instruction: Lecture, Clinical, Special Project. Five global-service-learning online modules and three lectures during the noon hour.

DBEC *(Spring)* **4801 Clinical Specialty Clerkship Honors in Orthodontics** (1.0 – 2.0) 4th Year
Instructor: Harris **Limits**: max 4
Prereq: Instructor approval **Day / Time**: TBA

Description: Students who have demonstrated exceptional academic and Clinical performance with an interest in Orthodontics as a specialty and have the approval of their Practice Leader will be provided advanced training in orthodontic diagnosis and treatment prior to beginning a residency program in orthodontics.
Objectives: During February through May, selected students will have the opportunity to participate in performing orthodontic diagnosis, treatment planning and more complex treatment on orthodontic cases under the supervision of attending orthodontic faculty. The course is intended to expose the student to sound principles of diagnosis, patient management and clinical judgment. Students are also expected to attend all seminars, meetings and clinic during 1-2 half-day sessions each week.
Method of instruction: Clinical
Evaluation: Oral inquiry

DBEB *(Fall)* **4802 An Introduction to Clear Aligner Treatment** (1.0 cr.) 4th Year
Instructor: Harris **Limits**: max 100
Prereq: *DENS 2961, DENF 3971* **Day / Time**: Wed & Fri, noon

Description: This elective aims to provide 4th yr. dental students with an introduction to orthodontics clear aligner treatment, with emphasis on Invisalign®. Students will spend sixteen (16) one-hour sessions in both the didactic and laboratory setting learning proper case selection, biomechanics of aligner treatment, software manipulation, and patient management and treatment with clear aligners.
Objectives:
1. Introduce the student to the fundamentals of clear aligner therapy, with focus on Invisalign®
2. Describe the use of clear aligner therapy to treat non-complex orthodontic malocclusions; cases that can and cannot be treated with clear aligners will be described.
3. Introduce the student to clear aligner software and its applications in treatment planning, particularly the ClinCheck® software by Align®
4. Describe the biomechanical considerations when performing orthodontic movements using clear aligners
5. Discuss adjunctive features of clear aligner therapy, including attachments and interproximal reduction
6. Provide the student with examples of cases comprehensively treated with clear aligner therapy

Method of instruction: Lecture, laboratory
Evaluation: Short answer, essay, project completion

DBEB/DBEC *(Fall/Spring)* **5001 Table Clinic** (0.5-2.0 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: TBA **Limits**: None
Prereq: None **Day / Time**: TBA

Method of Instruction: Table Clinic
Evaluation: TBA

DBEB/DBEC *(Fall/Spring)* **5002 Thesis, Literature Review** (0.5-2.0 cr.) 1st, 2nd, 3rd, 4th Year

Instructor: TBA **Limits**: None
Prereq: None **Day / Time**: TBA

Method of Instruction: Thesis
Evaluation: Project completion: term paper

DBEB/DBEC/DBEA *(Fall, Spring, Summer)* **5003 Investigative Research** (0.5-2.0 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: TBA **Limits**: None
Prereq: None **Day / Time**: TBA
Method of Instruction: Research
Evaluation: Project completion

DBEB/DBEC (Fall, Spring) **5004 Special Projects** (0.5 – 2.0 cr) 1st, 2nd, 3rd, 4th Year
Instructor: TBA **Limits**: None
Day / Time: TBA

Method of Instruction: Special project
Evaluation: Project completion

DBEB/DBEC *(Fall/Spring)* **5007 Humanities and Ethics: Art of Observation** (0.5 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: Franklin **Limits**: 20 (Fall), 12 (Spring)
Prereq: None **Day / Time:** TBA

Description: Observation, description and interpretation are essential skills in clinical diagnosis. These talents are also requisite in the visual arts. Thus, if health science students can improve their skills of observation in a safe environment by first looking at art, this will translate into enhanced skills when observing medical and dental photographs, virtual scenarios and, ultimately, when caring for the whole patient. In a novel collaboration between the Museum of Fine Arts Houston and the UT Medical School and School of Dentistry, students can spend three evenings (5:30-7:30 pm) at the Museum enhancing their observation and communication skills. Under the direction of experienced art educators and UT faculty, students are provided with a unique learning opportunity that encourages the use of both sides of the brain in a fun and stimulating environment. Attendance at all sessions, participation in a focus group and the writing of a reflective paper are required for this elective. This elective is sponsored by the McGovern Center for Humanities and Ethics

Objectives: At the conclusion of the course, students should be able:

1. To foster interprofessional dialogue for improved patient care through the clinical humanities and ethics.
2. To enhance observation skills.
3. To enhance interprofessional communication skills.

Method of Instruction: Lecture **Evaluation:** Attendance/Essay/Participation

DBEB *(Fall)* **5008 Humanities and Ethics: Ethics, Historical Lessons** (0.5 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: Franklin **Limits**: max 15
Day / Time: TBA

Description: This online and interprofessional course will explore ethics through the perspective of historical case studies and movies. Events in history will be analyzed for the role of health care providers and policy makers in acts that in retrospect many of us question the ethics of the people involved. Examples include the response of communities and governments to infectious diseases, such as AIDS and leprosy, research issues including informed consent and research integrity, such as the Tuskegee experiment, as well as the history of the central role played by physicians, dentists and nurses in planning and implementing genocide in the name of eugenics and racial hygiene during the Holocaust and other genocides, such as Rwanda. The course will focus on exploring the lessons we can learn from history as we confront the challenges of problems in today's society and in the future. Students may select 6 or more lectures that will be posted on Blackboard and watch one movie during the semester. In addition, a brief reflection paper (3-typed pages) regarding the lectures and the movie that the student selected to watch and their impact on their perspective of these ethical issues will be required. This elective is sponsored by the McGovern Center for Humanities

and Ethics

Objectives: At the conclusion of the course, students should be able to:

1. Identify and analyze events in history using an ethics framework.
2. Apply principles of ethics to the analysis of current and past events.
3. Analyze the lessons that can be learned from history and apply them to current biomedical issues.

Method of Instruction: Online

Evaluation: Essay

DBEC *(Spring)* **5009 Humanities and Ethics: Mental Illness, Humanities** (0.5 cr.) 1st, 2nd, 3rd, 4th Year

Instructor: Franklin **Limits**: 6

Day / Time: TBA

Description: What is the moral meaning of mental illness? What is it like to be mentally ill? How can we, as healthcare professionals, best care for sufferers of mental illness, as well as their families and friends? To answer these questions, we turn to sufferers and their loved ones themselves, as this elective explores memoirs of mental illness – a literary genre sometimes referred to as "pathography." Each session will focus on pathography of mental illness, including texts such as William Styron's *Darkness Visible* (a memoir of depression/melancholia) and Kay Jamison's *An Unquiet Mind* (a memoir of bipolar disorder/manic-depression). The final reading list for the elective will be distributed in December. This elective is reading-intensive, and each class meeting will be discussion-based – that is, the class meetings will be conducted as a humanities-style graduate seminar led by students. This elective is sponsored by the McGovern Center for Humanities and Ethics.

Objectives: Foster interprofessional dialogue for improved patient care through the clinical humanities and ethics. Initiate interprofessional discussions on human behavior and social justice in health care. Develop skills in reflective thinking to better understand an individual based on personal, cultural and social influences.

Method of Instruction: Seminar **Evaluation:** Reading/Participation in class discussion

DBEB/DBEC *(Fall/Spring)* **5111 Dental Insurance Management in Private Practice** (0.5 cr.) 3rd, 4th Year

Instructor: Gibson **Limits**: 40

Day / Time: TBA

Description: This elective will serve to provide students a foundation of managing dental insurance as they enter private practice as either an associate dentist or practice owner. Accurate and ethical coding and billing will be emphasized. A working knowledge of dental insurance will also allow students to accurately evaluate the financial implications of plan participation.

Objectives:

1. Understand the organization and utilization of CDT procedure codes and be able to determine proper coding and billing protocols for treatment commonly provided in general practice.
2. Compare and contrast the types of dental insurance plans, the various levels of provider status available and financial considerations of joining as a contracted provider.
3. Navigate the electronic life-cycle of a dental insurance claim from its creation in the practice management software to its payment by direct deposit.

Method of Instruction: Seminar **Evaluation:** Project completion and attendance

DBEB/DBEC *(Fall/Spring)* **5112 Advanced Dental Insurance Management in Private Practice** (0.5 cr.) 3rd, 4th Yr

Instructor: Gibson **Limit**: max 40

Day / Time: Fri, Noon

Description: This elective will serve to provide students with a more detailed understanding of the role of insurance and the financial implications in a variety of practice styles, including private practice, DSO's and corporate dentistry. There will be discussions of ethical dilemmas, contracts, staff training and real-world insurance considerations designed to prepare students for life after dental school.

Objectives:

1. Demonstrate their knowledge of the utilization of CDT procedure coding and ethical billing protocol for treatment commonly provided in general practice.
2. Recognize the various types of insurance plans as well as develop in-house membership groups and financing.
3. Enroll in insurance plans and learn to negotiate insurance fees.
4. Learn about staff training in order to facilitate the use of insurance and the prevention of embezzlement.

Method of Instruction: Seminar **Evaluation**: Project completion and attendance

DBEB/DBEC *(Fall/Spring)* **5201 Special Project in Educational Research** (1.0 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: Quock **Limits**: min 1
Prereq: Successful completion of Fall Semester, 1st year DDS. Instructor approval required. **Day / Time**: TBA

Description: Past experience has shown that some students want to experience "what dental faculty do," including educational research. Prior to instructor approval of enrollment in this elective, students must submit a well-designed protocol for an educational research study. Students will conduct the research study during the academic year, culminating in the evaluation of the study and public presentation of the findings. An example of current proposal from students involves evaluating the effect on qualitative (questionnaire) and quantitative (course grades) performance of first year dental students who participate in weekly near-peer led study/learning sessions, which will be conducted by the elective enrollees.
Objectives:
1. Identify educational research question/problem.
2. Design and carry out a project to investigate the aforementioned education research question/problem.
3. Evaluate project and its results, and present these findings in a public forum.

Method of Instruction: Research
Evaluation: Project completion

DBEB 5203 (*Fall*) / **DBEC 5204** *(Spring)* **Dental Fitness** (0.5 cr.) 1st, 2nd, 3rd, 4th Years
Instructor: Cooley **Limits**: min 1
Day / Time: TBA

Description: This elective is designed to stress the importance of taking care of the individual's body as it is subject it to the rigors of performing four-handed dentistry. It will cover principles of how stressors occur; ergonomic preventive guidelines; strength, flexibility and conditioning techniques; and how to take care of the individual for a lifetime of practice. Current evidence-based studies will be part of the elective, along with accepted training principles.
Objectives:
1. Understand why dentists are physically at risk due to occupational hazards and learn how to minimize these risks.
2. Understand the importance of fitness in everyday dental practice.
3. Understand the relationship of flexibility, aerobic activity, and strength in dental fitness.
4. Recognize which muscles are at risk due to physical stress in dentistry.
5. Learn practical ways to increase flexibility in and outside the office.
6. Recognize proper techniques for physical stretching.
7. Know which muscles should be targeted and which ones should be cautiously addressed when undergoing strength training.
8. Perform "hands on" stretches that can be used daily in the dental office.
9. Learn basic ergonomic principles used in four-handed dentistry.
10. Learn how to establish a personal exercise program tailored to dental professionals.
11. Understand how to best utilize a fitness trainer, if one is utilized.
12. Know when to seek medical guidance and know what options are available.

Method of Instruction: Lecture
Evaluation: Project completion

DBEB/DBEC *(Fall/Spring)* **5205 Humanities and Ethics: Sacred Sites** (1.0 cr.) 1st, 2nd Year
Instructor: Franklin **Limits**: min 1
Day / Time: Sat, 10-noon

Description: This course will introduce students to various religions of Houston and great Harris County. By visiting places of worship and interacting with faith members, the topic of faith and impacts on health will be addressed. Religions that have been covered in the course in the past include Christianity, Islam, Hinduism, Judaism, Buddhism and Baha'iism. The course consists of 6 site visits, each 2 hours long, and a final de-briefing session. Each site visit includes a visit to a place of worship and discussion with a religious leader. A lunch with congregation members may be provided if possible. Every attempt will be made for a congregation member to recount a disease journey and its interaction his/her faith. Students are required to attend at least 5 of the 6 site visits, participate in a pre and post course evaluation, write a reflection paper of the course and participate in a post-course debriefing session to receive elective credit. Make up for missed session will consist of a 500-word essay on the missed site.
Objectives:
1. Introduce students to the teachings of diverse religions and the physical and emotional environment of diverse places of worship.

2. Present an introduction of faith and spirituality in the context of health and disease.
3. Engage students in reflective thinking of their role in acknowledging and addressing a patient's religion and spirituality in the context of treatment.

Method of Instruction: Six site visits and a de-briefing session
Evaluation: Pre-and post-course evals, post-course reflection paper

DBEC *(Spring)* **5208 Integrated Dermatological Dental Elective** (0.5 cr) 4th Year
Instructor: B. Warner **Limits**: min 1; max 22
Day / Time: Tue, 8 am-4:00 pm

Description: Through the collaborative efforts of the Department of Dermatology (MD Anderson) and the Department of General Practice and Dental Public Health, dental students will perform a structured, skin assessment. Cutaneous/mucosal lips, eyelid margins, facial skin, ears, anterior neck, and scalp are part of an integrated head and neck examination. Accurate descriptions of primary lesions as macule/patch, papule/plaque and vesicle/bulla are taught. Secondary changes of scale, erosion and crust, as well as singe, multiple, symmetrical and photo distribution are covered. Based on clinical descriptions, the dental student utilizes algorithms to triage referral urgency. The valuable role of a dentist as a frontline health professional for the identification and appropriate referral of melanoma, non-melanoma, and other cutaneous lesions of the head and neck will be emphasized.

Objectives

1. Experience clinically stimulating situations in diagnosis, treatment planning and management of patients with dermatologic conditions of the head and neck.
2. *Competently* discuss patients with faculty from MD Anderson Cancer Center and UTHealth Houston School of Dentistry.

Method of Instruction: MD Anderson Cancer Center Clinic site visit
Evaluation: Oral evaluation following clinical instruction

DBEB/DBEC *(Fall, Spring)* **5908 Evaluation Presentation Scientific Research** (1.0 cr.) 1st, 2nd, 3rd, 4th Year
Instructor: Fakhouri/Kasper **Limits**: min 4; max16
Day / Time: Thu, 12-1

Description: This elective is available to all dental students who desire to improve their oral presentation skills and knowledge about current research in a stimulating and critical-thinking environment. Students who participate in his elective will orally present scientific articles or their own research results if they have sufficient data, including background information from published studies. The scientific articles and topics will be assigned by the instructors; however, students are encouraged to propose other relevant topics or studies. Instructors will provide information about how to formulate an informative and effective presentation for 40-45 minutes. Presenters will explain the strengths and weaknesses of their data and the rationale for their approach at the end of their presentations. Participants will ask questions and fill out an anonymous short evaluation for each presenter.

Objectives:

1. Improve presentation skills by evaluating the strengths and weaknesses of each presentation.
2. Develop and formulate informative and appealing presentations.
3. Learn about current research and clinical findings in dental and craniofacial research areas.
4. Improve critical thinking skills.
5. Read scientific articles and explain scientific data and models.
6. Introduce practical examples of evidence-based dentistry.

Method of Instruction: Oral presentations **Evaluation:** Presentations, attendance and participation

DBEC *(Spring)* **6201 Color and Appearance: Theory and Practice** (1.0 cr.) 2nd, 3rd, 4th Year
Instructor: Paravina **Limits**: min 4
Prereq: Instructor approval **Day/Time**: W, 12-1
Description: Students will learn some appearance attributes such as gloss, surface roughness, transparency, translucency, opalescence, fluorescence, and phosphorescence. Color corrections of restorative materials and tooth bleaching will be covered as well. In addition, the student will learn about clinical shade matching and participate in a color training program using custom designed software.
Objective: Learn about color and its application in dentistry.
Method of Instruction: Lecture, exercises
Evaluation: Attendance and completion of the class assignment

DBEB/DBEC *(Fall, Spring)* **6801 Honors in Pediatric Dentistry** (1.5 cr.) 3rd, 4th Year
Instructor: Bona **Limits**: 4
Prereq: Instructor Approval **Day**: Mon/Tue

Description: This elective is directed toward students who have a strong interest in pursuing a career in pediatric dentistry upon graduation. It is intended to allow the student to further their knowledge in the field, gaining a broader perspective and more detailed knowledge of pediatrics. Students will choose from the following list to present to the Pediatric Dentistry Club. References to include no fewer than five, recently published articles on the topic of choice.

1. Fluoride and new fluoride therapies
2. Pulp/vitality/therapy (diagnosis, procedure, old and new materials
3. Sedation dentistry
4. The changing face of behavior guidance
5. Anticipatory guidance, OHI and talking to the parent
6. Childhood obesity
7. Special needs/medically compromised Patients
8. Common and new dental materials in pediatric dentistry

Method of Instruction: Literature Review/Shadowing in Clinic
Evaluation: Project Completion

DBEC *(Spring)* **7001 Interactive Oral Biology** (1.0 cr.) 3rd, 4th Year
Instructor: Clark **Limits**: 100
Prereq: *DENS 2706 Oral Diseases* **Day**: Tue

Description: The course is a participation-driven seminar designed to make students more comfortable and knowledgeable when discussing oral pathology. A series of clinical cases will be presented and discussed each week. The discussion will focus on describing pathologic lesions, providing a reasonable differential diagnosis, and knowing the proper course of action to take when oral pathologic lesions are discovered. Those enrolled in the elective will be evaluated by their level of participation and a final oral evaluation.
Objectives: Recognize when a pathologic lesion is present in the oral cavity. Use proper terminology when discussing pathologic lesions. Provide a differential diagnosis for common pathologic entities. Know the proper course of action for when pathologic lesions are discovered.
Method of Instruction: Case Presentation/Participation
Evaluation: Oral Participation

DBEB 7117 / DBEC 7116 General Practice Residency (GPR Mini-Residency) (1.0 cr.) 2nd, 3rd, 4th Year
Instructor: Chan, M. **Limit**: max 5
Pre-req: Instructor approval required.

Description: Students will sign-up for one, full week (Monday-Friday) with the General Practice Residency (GPR) Program. *This must be scheduled outside of the Fall Semester, Spring Semester, or Summer Session*. Students will observe and assist GPR residents in clinical and hospital-patient-care activities and attend all conferences and lectures scheduled during the week. The student will be assigned to work with a current GPR resident, while participating in the elective.
Objectives: Describe what the General Practice Residency Program at UTSD entails. Recognize the responsibilities of a General Practice Resident. Assist the current General Practice Residency residents in the clinical setting. Compare the GPR Program with the Advanced Education in General Dentistry Program. Identify the scope of general dentistry in a hospital setting.
Method of Instruction: Clinical
Evaluation: Upon completion of the mini-residency, the student will receive a formal, written evaluation.

DBEB / DBEC / DBEA 7203 *(Fall, Spring, Summer)* **CAD/CAM Super Users** (0.5 cr) 2nd, 3rd, 4th Year
Instructor: Thompson **Limits**: Min 15; Max 20
Prereq: Technical Skills Audition following a referral from a GPD **Time**: varies

Description: CAD/CAM Super Users are selected annually by faculty from each of the five, clinical group practices. This elective will serve as a training course for the super users to develop their digital dentistry skills and allow them to

troubleshoot difficult, clinical cases. Lectures will focus on an overview of the most common missteps and their solutions. The hands-on portion of the elective will cover scan and design of fixed restorations, evaluation and modification of designs, and design of occlusal guards and wax-ups.
Method of Instruction: Lecture and Simulation Laboratory
There is one lecture given in the Fall Semester with hands-on lab exercises scheduled in September, October, and November. One lecture is given in the Spring Semester with hands-on lab exercises scheduled in Jan, Feb, and Mar.
Evaluation Method: Project Design Completion

DBEB / DBEC 7204 (Fall, Spring) **Advanced Digital Dentistry** (0.05 cr) 4th Year
Instructor: Thompson **Limits**: Min 5; Max 20
Prereq: None **Time**: Varies

Description: Within a learning module, students will learn about advanced digital dentistry software that can be applied to clinical practice. As the curriculum progresses and technology evolves, this elective will teach the newest, digital dentistry methodologies. This year, this course will teach students how to utilize digital smile creator software, which can supplement treatment planning of anterior restorative cases and aid in the fabrication of anterior wax-ups. Students will attend a lecture covering 3D-printing, digital smile design, and wax-ups, followed by a hands-on demonstration and a project.
Objectives:
1. List the steps of digital smile creator application for fabrication of anterior wax-ups.
2. Describe photography principles to achieve an ideal digital smile creation.
3. Demonstrate fabrication of anterior digital wax-ups, including the first steps in three-dimensional printing (3D).
Method of Instruction:
Fall Semester: Overview lecture scheduled in September with three, hands-on labs scheduled in October, November, and December.
Spring Semester: Overview lecture scheduled in January, with three, hands-on labs scheduled in March, April, and May.
Evaluation: Completion of a digital wax-up project

DBEB / DBEC *(Fall, Spring)* **7115 Pediatric San Jose Clinic** (0.5 cr.) 3rd, 4th Year
Instructor: Cardenas **Limits**: 15
Prereq: Instructor Approval **Day**: Saturdays

Description: Students under Pediatric dentistry faculty supervision will perform appropriate dental treatment for the San Jose pediatric patients. San Jose is a non-profit community based dental clinic with 13 chairs located in downtown Houston. Students will provide their own transportation to the clinic. A case presentation of treatment rendered will be showed at a group meeting of all participants. The time and place will be announced. Student must attend two Saturday sessions per semester.
Objectives:
1. Gain clinical experience in Pediatric dentistry.
2. Become familiar with non-profit, community-based dentistry.
3. Compare the difference between school-based and non-profit dental service delivery.

Method of Instruction: Hands-on participation
Evaluation: Case presentation

DBEB / DBEC *(Fall, Spring)* **7208 Urgent Care** (1.0 cr.) 3rd, 4th Year
Instructor: CD Johnson **Limits**: 40
Day / Time: TBA

Description: Students, under faculty supervision, will perform appropriate dental treatment for Urgent Care.
Objective: Gain clinical experience in general dentistry.
Method of Instruction: Clinical supervision **Evaluation:** Attend eight clinic sessions

DBEC *(Spring)* **7210 Oral Medical Examination** (1.0 cr.) 3rd, 4th Year
Instructor: E. Ogbureke **Limits**: None
Prereq: Instructor approval **Day / Time**: Wed, Noon

Description: All participants will be required to complete two sessions of full head and neck and oral medical

examination on new patients. The sessions will be held in the urgent care or assessment clinics under supervision by faculty instructors on the elective.
Objectives: **E**mphasize proper and thorough head, neck, and oral soft tissue examination to the dental students within a clinical setting. Students should be able to describe any lesions found, give differentials and suggest subsequent course of action.
Method of Instruction: Lecture, open discussion, patient examination, debriefing period **Evaluation:** Oral

DBEB/DBEC *(Fall/Spring)* **7211 Looking at Dentistry in Shades of Gray** (0.5 cr.) 3rd, 4th Year
Instructors: K. Gibson, B. Warner **Limits**: 50 max
Day/Time: Wed, Noon

Description: This elective offers dental students an opportunity to address ethical issues of confidentiality, access to care and the various forms of informing patients including advertising, financial arrangements and verbal/signed consent. The dental student will discuss ethical decision making that involves judging and deciding when there is an obligation to treat or a valid reason not to treat. The elective will strive to demonstrate that to be a dental professional, one must have integrity, be competent and care for others.
Objectives: This course will present dental students with clinical case situations that pose ethical and professional conflicts. The dental student is expected to actively participate in discussing differences and possible conflicts of legal, ethical and moral standards. The aim of a profession is to regulate itself for the public good. This elective is to aid the participant, as a member of the dental profession, in recognizing and embodying positive principles, judgements and conduct to promote the highest ethical standards.
Method of Instruction: Clinical
Evaluation: Attend 6 of 8 classes = Pass

DBEC 7212 (Spring) **Multiple Shades of Gray** (1.0 cr.) 3rd, 4th Year
Instructor: Gibson, Ben Warner **Limits**: 5 max
Prereq: *DBEB 7211 Looking at Dentistry in Shades of Gray Elective* **Day / Time**: Wed, Noon

Description: This course is intended to be an extension of the original DBEB 7211 elective, where dental students were presented with clinical case situations and posed ethical and profession conflict. Students will have the opportunity to define an ethical issue that may occur in dental school or early in their career and develop a response. A special project will be designed by the student under the mentorship of the instructors to provide a format for the resolution and may take the form of a PowerPoint Presentation, a paper suitable for publication, a poster suitable for publication at a dental meeting, or pamphlet or survey used to gain additional information.
Method of Instruction: Lecture, research **Evaluation**: Project completion; attend class meetings.

DBEB 7603/ DBEC 7604/ DBEA 7603 *(Fall/Spring/Summer)*
Intellectual Disability Collaborative OH Nursing Care (2.0 cr) 2nd, 3rd, 4th Year
Instructors: Fray, Sadowsky **Limits**: min 4; max 10
Prereq: Instructor approval is required

Description: This elective course aims to provide the dental student with an introduction to the treatment needs of adults with intellectual disabilities and the importance of an integrated care plan with physicians and nurses. Students will have 10, one-hour didactic sessions learning proper case selection, collaborative treatment planning, and care coordination with nursing students, as well as two, three-hour sessions at a choice of four clinical settings.
Method of Instruction: Lecture, Clinic:
Evaluation: Multiple-choice and short-answer questions, project completion, and essay

DBEB/DBEC/DBEA *(Fall/Spring/Sum)* **7706 Advanced Education in General Dentistry (AEGD) Mini-Residency**
Instructor: M Chan (1.0 cr.)
Prereq: Instructor approval, satisfactory didactic/clinical progress. 3rd, 4th Year
Limits: max 20
Day/Time: TBA
Description: Students will sign up for one full week (Monday-Friday) with the Advanced Education in General Dentistry (AEGD) Residency Program. Students will observe and assist AEGD residents in clinical patient care activities. Attend all seminars and conferences. Treat dental emergency patients presenting to AEGD dental clinic under direct faculty supervision.
Method of Instruction: Observation, supervised patient treatment, seminars, and conferences
Evaluation: Pass/Fail upon completion

DBEC *(Spring)* _____ **Special Patients Clinic Honors** (0.5 cr) 4th Year
Instructor: Potts **Limits**: min 1; max 3
Prereq: Instructor approval **Day**: Rotation varies

Description: The purpose of this elective is to give additional insight, clinic experience and training when working with patient when working with patients who are medically complex. This elective provides students an opportunity to further enhance their exposure to the diagnosis, treatment planning, management, and maintenance of patients with complex medical histories, as well as patients who require modifications in management of their dental treatment in order to achieve sustained oral health.

Objectives:

1. Demonstrate culturally appropriate patient management skills.
2. Manage the dental treatment of medically compromised, physically challenged, and/or geriatric patients.
3. Utilize dental auxiliaries as part of comprehensive treatment of medically compromised, physically challenged, mentally challenged, and/or geriatric patients.

Evaluation: At the semester's end, the student would provide a reflection essay, detailing what they have learned during their time in Special Patients Clinic

FALL 2024

Class Number	Course Number	Section	Title	Day/Hour	Credit	Enroll Limits	Instructor
1228	DBEB 2202	001	Geriatric Oral Health Care	TBA	1.5	10	Sadowsky
1339	DBEB 3052	001	Creating Lifetime Patients		0.5	Min: 6 Max: 12	Long
1316	DBEB 3106	001	Spanish for Dental Professionals	Wed	0.5	5 min 40 max	Rey
1305 1299	DBEB 3112	4 001	Intell Disability Clinical Care at Brookwood	Mon	0.5	10-12 sem	Harrison Sadowsky B Warner
1285	DBEB 4004	001	Intellectual Disability Inter-Professional Care	W/F	1.0	10	Fray B Warner
1297	DBEB 4111	001	Resin Bonded FPD	TBA	0.5	20	Aponte
1281 1336	DBEB 4210	100 004	Introduction to Dental Sleep Medicine	Tue, noon	0.5	57	Abbassi Wuertz
1267	DBEB 4212	001	Head/Neck Inter-Professional Oncology		0.5	22/sem	Ben Warner
1337	DBEB 4302	001	Clinical Specialty Clerkship Honors in Endodontics	TBA	1.0	5 min 13 max	Jeong
1025	DBEB 4605	001	Clinical Specialty Clerkship Honors in Prosthodontics	TBA	1.0	2 max	Belles
1253	DBEB 4712	001	Clinical Specialty Clerkship Honors in Oral Surgery	TBA	2.0		Daniel
1334	DBEB 4714	001	MOSAIC Global Service in Vulnerable Patient Care	TBA	1.5	15 max	Fray B Warner Sadowsky
1284	DBEB 4802	001	Introduction to Clear Aligner Treatment	W/F	1.0	100	Harris
	DBEB 5001		Table Clinic	TBA	0.5-2.0	None	

Class#	*Sec#*	*Instructor*
1035	004	Patel
1028	015	Garrett
1033	021	Johnson, CD

Call#	*Sec#*	*Instructor*
1027	027	Sadowsky
1031	044	Jeske

DBEB 5002		Thesis, Literature Review	TBA	0.5-2.0 cr

Class#	*Sec#*	*Instructor*
1037	001	Johnson, CD

DBEB 5003 Investigative Research TBA 0.5-2.0 cr

Class#	Sec#	Instructor	Class#	Sec#	Instructor	Class#	Sec#	Instructor
1137	006	Barros	1162	020	Lee, Chun Teh	1160	017	Ontiveros
1138	008	Chiquet	1161	019	Melville	1235	028	Shum
1038	004	Fakhouri	1159	016	Lou	1236	029	Young
1139	010	Lee						

DBEB 5004 Special Projects TBA 0.5-2.0 cr

Class#	Sec#	Instructor
1040	012	Johnson, CD

1190	DBEB 5007	001	Humanities and Ethics: The Art of Observation	TBA	0.5	20	Franklin
1191	DBEB 5008	001	Humanities and Ethics: Ethics, Historical Lessons	TBA	0.5	15	Franklin
1251	DBEB 5111	001	Dental Insurance Management in Private Practice	TBA	0.5	40	Gibson
1288	DBEB 5112	001	Adv Dental Insurance Management in Private Practice	Fri 12-1	0.5	40	Gibson
1194	DBEB 5201	001	Special Project in Educational Research	TBA	1.0	1 min	Quock
1237	DBEB 5203	001	Dental Fitness	Th 12-1	0.5	50	Cooley
1256	DBEB 5205	001	Humanities & Ethics: Sacred Sites		1.0		Franklin
1229	DBEB 5908	001	Evaluation Presentation in Scientific Research	Th 12-1	1.0	4 min 16 max	Fakhouri Kasper
1238	DBEB 6801	001	Honors in Pediatrics	M,T	1.5	4 max	Bona
1136	DBEB 7115	001	Pediatric San Jose Clinic	Sat	0.5	15	Cardenas
1345	DBEB 7117	001	General Practice Residency		1.0	5 max	M Chan
1324	DBEB 7203	001	CAD/CAM Super User	TBA	0.5	15 min 20 max	Thompson
1325	DBEB 7204	001	Advanced Digital Dentistry	TBA	0.5	5 min 10 max	Thompson
1042	DBEB 7208	001	Urgent Care	TBA	1.0	40	CD Johnson
1266	DBEB 7211	001	Looking at Dentistry in Shades of Gray		0.5	50	Gibson
1318	DBEB 7603	001	Intellectual Disability Collaborative/ Nursing Care		1.0	4 min 10 max	Fray, Sadowsky
1044	DBEB 7706	001	Adv Ed In General Dentistry	TBA	1.0	20	Kiat-Amnuay

SPRING 2025

Class Number	Course Number	Section	Title	Day/Hour	Credit	Enroll Limits	Instructor
1295	DBEC 1102	001	Ethics Video	TBA	0.5	16	Long B Warner
1215	DBEC 2202	001	Geriatric Oral Health Care	TBA	1.5	10	Sadowsky
1338	DBEC 3052	001	Creating Lifetime Patients		0.5	6 min 20 max	Long
1300 1307	DBEC 3112	001 004	Intell Disability Clinical Care at Brookwood	Mon	0.5	10	Harrison Sadowsky Warner
1045	DBEC 3409	001	Clinical Specialty Clerkship Honors in Periodontics	TBA	1.0	5	J Chang
1346	DBEC 3717	001	Dental Specialties ADV GD	Wed	0.5	50	M Chan
1286 1308	DBEC 4004	001 004	Intellectual Disability Inter-Professional Care	W/F	1.0	10	Fray Warner
1230	DBEC 4111	001	Resin Bonded FPD	TBD	0.5	10 min 20 max	Aponte
1231	DBEC 4211	001	Advanced Dental Sleep Medicine	TBA	0.5	50	Abbassi Wuertz
1047	DBEC 4605	001	Clinical Specialty Clerkship Honors in Prosthodontics	TBA	1.0	2 max	Belles
1049	DBEC 4712	001	Clinical Specialty Clerkship Honors in Oral Surgery	TBA	2.0	2-6	Daniel
1335	DBEC 4714	001	MOSAIC Global Service in Vulnerable Patient Care	TBA	1.5	15	Fray B Warner Sadowsky
1050	DBEC 4801	001	Clinical Specialty Clerkship Honors in Orthodontics	TBA	1.0-2.0	4	Harris
	DBEC 3717	001	Dental Specialties and Adv General Dentistry Programs	Wed, noon	0.5	50	M Chan
	DBEC 5001		Table Clinic	TBA	0.5-2.0		

Class#	*Sec#*	*Instructor*
1070	010	Barros
1311	055	Chang, J
1062	014	Demian
1310	051	Doh
1057	005	Franklin
1198	029	Gardner
1054	015	Garrett
1244	004	Guajardo
1257	011	Hanna
1262	033	Jaramillo
1058	044	Jeske

Class#	*Sec#*	*Instructor*
1061	021	Johnson, CD
1246	013	Kasper
1243	025	Kiat-Amnuay
1059	020	Laman (4th yr)
1312	066	Laman (1st, 2nd, 3rd yr)
1247	018	Melville
1233	032	Miller
1248	019	Myers
1199	030	Neumann
1064	009	Ontiveros

Class#	*Sec#*	*Instructor*
1063	007	Patel
1196	027	Sadowsky
1052	002	Schaefer
1245	012	Shum
1277	050	Potts
1066	038	Vigneswaran

DBEC 5002	Thesis, Literature Review	TBA	0.5-2.0 cr

Class#	*Sec#*	*Instructor*
1211	003	Fakhouri
1071	002	Johnson, CD

DBEC 5003 Investigative Research TBA 0.5-2.0 cr

Class#	Sec#	Instructor	Class#	Sec#	Instructor	Class#	Sec#	Instructor
1212	027	Adibi	1277	046	Jaramillo	1175	018	Paravina
1075	006	Barros	1140	005	Johnson, CD	1164	007	Patel
1258	029	Chiquet	1259	030	Lee	1170	013	Sly
1169	012	Eldiwany	1173	016	Lou	1178	022	Vigneswaran
1197	028	Fakhouri	1260	031	Melville	1179	023	Walji
1274	045	Fakhouri	1174	017	Ontiveros	1181	025	Wong

DBEC 5004 Special Projects TBA 0.5-2.0 cr

Class#	Sec#	Instructor	Class#	Sec#	Instructor	Class#	Sec#	Instructor
1080	010	Barros	1077	002	Spears	1076	023	Warner, R
1079	012	Johnson, CD						

1192	DBEC 5007	001	Humanities and Ethics: The Art of Observation	TBA	0.5	12	Franklin
1193	DBEC 5009	001	Humanities and Ethics: Mental Illness, Humanities	TBA	0.5	6	Franklin
1213	DBEC 5111	001	Dental Insurance Manage in Pri Prac	TBA	0.5	40	Gibson
1328 1289	DBEC 5112	001 004	Adv Dental Insurance Mngmnt in Pri Prac	TBA	0.5	40	Gibson
1195	DBEC 5201	001	Special Project in Educational Research	TBA	1.0	1 min	Quock
1240	DBEC 5204	001	Dental Fitness	TBA	0.5	65	Cooley
1255	DBEC 5205	001	Humanities & Ethics: Sacred Sites		1.0		Franklin
1268	DBEC 5208	001	Integrated Derm Dental	Tu	0.5	1 min; 22 max	B Warner
1214	DBEC 5908	001	Evaluation Presentation Scientific Research	Th 12-1	1.0	4 min – 16 max	Fakhouri Kasper
1296	DBEC 6201	001	Color and Appearance: Theory and Practice	W, 12-1	1.0	4 min	Paravina
1241 1342	DBEC 6801	001 004	Clinical Specialty Clerkship Honors in Pediatrics	M-T	1.5	7 max	Bona
1242	DBEC 7001	001	Interactive Oral Biology	TBA	1.0	100	Clark
1082	DBEC 7115	001	Pediatric San Jose Clinic	Sat	0.5	15	Cardenas
1343	DBEC 7116	001	General Practice Residency	1 wk	1.0	5 max	M Chan
1322	DBEC 7203	001	CAD/CAM Super User	TBA	0.5	15 min 20 max	Thompson
1326	DBEC 7204	001	Advanced Digital Dentistry	TBA	0.5	5 min 10 max	Thompson
1083	DBEC 7208	001	Urgent Care	TBA	1.0	40	CD Johnson
1231	DBEC 7210	001	Oral Medical Examination	W	1.0		E Ogbureke
1269 1329	DBEC 7211	001 004	Looking at Dentistry in Shades of Gray		0.5		Gibson
1270 1330	DBEC 7212	001 004	Multiple Shades of Gray	Wed, 12-1	1.0	50	Gibson B Warner
1319	DBEC 7604	001	Intellectual Disability Collaborative Nursing Care		1.0	4 min 10 max	Fray Sadowsky
1327 1085	DBEC 7706	001 004	Adv Ed In Gen Dentistry	TBA	1.5	20	M Chan

SUMMER 2025

Class Number	Course Number	Section	Title	Day/Hour	Credit	Enroll Limits	Instructor
1280	DBEA 3051	001	PEDI Cleft Lip Multi Observation		1.5	2	Hansen-Kiss
1301	DBEA 3112	001	Intellectual Disability Clinical Care at Brookwood		0.5	10	Harrison Fray Sadowsky Warner
1287	DBEA 4004	001	Intellectual Disability Inter-Professional Care	TBA	1.0	10	Fray Warner
1254	DBEA 4712	001	Advanced Oral Surgery Honors		2.0		Daniel
1333	DBEA 4714	001	MOSAIC Global Service in Vulnerable Patient Care	TBA	1.5	15 max	Fray B Warner Sadowsky

DBEA 5003 Investigative Research TBA 0.5-2.0 cr

Class#	*Sec#*	*Instructor*	*Class#*	*Sec#*	*Instructor*	*Class#*	*Sec#*	*Instructor*
1147	012	Adibi	1222	008	Lee			
1218	003	Chiquet	1219	005	Melville	1226	022	Schaefer
1143	004	Fakhouri	1151	017	Miller	1225	021	Shum
1148	013	Frey	1220	006	Neumann	1154	001	Kiat-Amnuay
1146	011	Hanna	1149	014	Ontiveros	1228	023	Walji
1221	007	Jaramillo	1152	018	Paravina	1228	025	Wang, B.
1223	016	Kasper	1217	002	Patel	1283	026	Young

1323	DBEA 7203	001	CAD/CAM Super User		0.5	15 min 20 max	Thompson
1317	DBEA 7603	001	Intellectual Disability Collaborative/Nursing Care		1.0	4 min 10 max	Fray, Sadowsky
1023	DBEA 7706	001	Adv Ed General Dentistry	TBA	1.0	20	M Chan

APPENDIX B: COURSE LIST

FIRST YEAR COURSES
2024-2025

Course Title	Course Number		Course Director/ Department Chair	Credit Hour	Term
Neurosciences	DENF	1504	Nguyen/Joy-Thomas	2.0	Fall
Biomedical Science Core	DENF	1510	Fakhouri/Joy	5.0	Fall
Oral Biology I	DENF	1511	Parikh, R/Joy-Thomas	3.5	Fall
Head and Neck Anatomy	DENS	1512	R Warner/Joy-Thomas	4.0	Spring
Human Biology	DENS	1513	Parikh/Joy	4.0	Spring
Oral Biology II	DENS	1514	Spears/Joy-Thomas	2.0	Spring
Clinical Applications I	DENF	1543	Parikh/Joy	2.5	Fall
Clinical Applications II	DENS	1544	van der Hoeven, D/Joy	2.5	Spring
Principles of Pharmacology	DENU	1561	Myers/Joy	1.0	Summer
Local Anesthesia	DENU	1562	Jeske/Frey	1.0	Summer
Dental Anatomy I	DENF	1601	Frey/Loza	2.0	Fall
Dental Anatomy Lab I	DEPF	1602	Ceyhan/Loza	1.0	Fall
Dental Anatomy Lab II: Principles of Occlusion	DEPS	1604	Loza/Loza	2.0	Spring
Operative Dentistry I	DEPS	1614	Barros/Loza	4.0	Spring
Ethics in Dentistry	DENF	1621	B Warner/Frey	0.5	Fall
Practice Management I	DENS	1624	Long/Frey	0.5	Spring
Foundational Skills for Clinic I	DENF	1651	White/Frey	1.0	Fall
Foundational Skills for Clinic II	DENS	1652	White/Frey	1.0	Spring
Biomaterials I	DENS	1672	Paravina/Loza	1.5	Spring
Oral and Maxillofacial Radiology I	DENU	1703	Huynh/Joy-Thomas	1.5	Summer
Introduction to Clinic	DENU	1704	Franklin/Frey	1.0	Summer
Periodontics I: Intro to Periodontology	DENU	1721	Arce/Angelov	1.0	Summer
Basic and Applied Nutrition	DENU	1931	Franklin/Angelov	1.0	Summer
Introduction to Population Health	DENF	1934	Neumann/Frey	1.5	Fall
Introduction to Dental Informatics	DENF	1991	Walji/Spears	0.5	Fall

SECOND YEAR COURSES
2024-2025

Course Title	Course Number		Course Director/ Department Chair	Credit Hour	Term
Dental Therapeutics	DENF	2564	Myers/Joy-Thomas	2.0	Fall
Operative Dentistry II: Simulation	DEPF	2614	Nurrohman/ Loza	4.0	Fall
Practice Management II	DENU	2624	Gibson/Frey	0.5	Summer
Digital Dentistry	DEPU	2625	Thompson/Loza	1.0	Summer
Oral and Maxillofacial Radiology II	DENF	2703	Huynh/Joy-Thomas	1.0	Fall
Pathobiology	DENF	2705	Ogbureke/Joy-Thomas	6.0	Fall
Oral Diseases	DENS	2706	Nwizu/Joy-Thomas	4.0	Spring
Endo I: Simulation	DEPS	2712	Loggins/Kirkpatrick	2.0	Spring
Perio II: Nonsurgical Perio Therapy	DENF	2722	Chang/Angelov	1.0	Fall
Precl Oral & Maxillofacial Surgery	DENS	2801	Daniel/Wong	1.0	Spring
Essentials in Medicine I	DENS	2804	Whitmire/Wong	3.0	Spring
Dental Anesthesiology	DENU	2811	Whitmire/Wong	1.0	Summer
Fixed Prosthodontics	DEPS	2908	Chien/ Loza	2.0	Spring
Indirect Single Unit Restoration	DEPF	2912	Sly/ Loza	2.5	Fall
Removable Prosthodontics I	DEPF	2913	Queiroz/ Loza	2.0	Fall
Removable Prosthodontics II	DEPS	2914	Kolodney/Loza	1.0	Spring
Implantology I	DENS	2915	Ridall /Loza	1.5	Spring
Behav Context-Dent Patient Mgmt	DENS	2936	Franklin/Frey	1.0	Spring *(P/F)*
Growth & Development	DENS	2961	Harris/Olson	0.5	Spring
Pediatric Dentistry I	DENF	2962	Fawad/Olson	1.0	Fall
Pediatric Dentistry II: Treatment Conc	DENS	2964	Chiquet/Olson	1.0	Spring
Pediatric Dentistry II Lab: Simulation	DEPS	2965	Cardenas/Olson	1.0	Spring
CLINIC:					
Second Year Fall Clinic	CLIN	2502	Franklin/Frey	2.0	Fall *(P/F)*
Second Year Spring/Summer Clinic	CLIN	2503	Vahdani/Frey	2.0	Spring/Summer

THIRD YEAR COURSES
2024-2025

Course Title	Course Number	Course Director/ Department Chair	Credit Hour	Term
Emergency Procedures I	DENF 3541	B Key/Wong	1.0	Fall
Practice Management III	DENS 3622	Harrison/Frey	1.0	Spring
Biomaterials II	DENF 3672	Ontiveros/Loza	1.0	Fall
Advanced Restorative & Esthetics	DEPF 3673	Ontiveros/Loza	2.0	Fall
Oral Oncology	DENS 3705	B Warner/Frey	0.5	Spring
Differential Diagnosis-Soft Tissue	DENU 3706	Nwizu/Joy-Thomas	1.0	Summer
Differential Diagnosis-Hard Tissue	DENU 3707	Tiwari/Joy-Thomas	1.0	Summer
Endo II: Biological Applications in Endo	DENF 3710	Guajardo /Kirkpatrick	0.5	Fall
Endo III: Advanced Endodontics	DENS 3711	Jaramillo/Kirkpatrick	1.0	Spring
Perio III: Surgical Periodontal Therapy	DENF 3721	Lee/Angelov	0.5	Fall
Advanced Periodontics	DENS 3723	Min/Angelov	1.0	Spring
Implantology II: Treatment Planning	DENS 3806	Ridall/Loza	0.5	Spring
Advanced Oral & Maxillofacial Surgery	DENF 3807	Shum/Wong	0.5	Fall
Essentials in Medicine II	DENF 3808	Whitmire/Wong	2.0	Fall
Essentials in Medicine III	DENS 3809	Whitmire/Wong	2.0	Spring
Advanced Prosthodontics	DENS 3902	Sauceda/Loza	1.0	Spring *(P/F)*
Intro to Orofacial Pain	DENF 3904	Porras Martinez/Loza	1.0	Fall
Dental Public Health	DENS 3932	Neumann/Frey	1.0	Spring
Pediatric Dentistry III	DENF 3961	Bona/Olson	1.0	Fall
Orthodontics	DENF 3971	Harris/Olson	1.0	Fall
Integrated Board Review	DENS 3991	Gibson/Frey	1.0	Spring *(P/F)*
Clinic:				
Pediatric Dentistry Clinic	CLIN 3001	Salako/Olson	2.0	Fall/Spring/Summer
Radiology Clinic	CLIN 3003	Tiwari/Joy-Thomas	1.0	Fall/Spring/Summer
Prosthodontics Clinic	CLIN 3005	Kuyinu/Loza	6.0	Fall/Spring/Summer
Oral Surgery Clinic	CLIN 3007	Daniel/Wong	2.0	Fall/Spring
Orthodontic Clinic	CLIN 3011	Harris/Olson	0.5	Fall/Spring/Summer
Urgent Care Clinic	CLIN 3013	CD Johnson/Frey	1.0	Fall/Spring/Summer *(P/F)*
Clinical Simulation I	CLIN 3016	Mukherji/Spears	1.0	Fall/Spring
Diagnosis and Treatment Plan Clinic	CLIN 3017	Gibson/Frey	3.0	Fall/Spring/Summer

FOURTH YEAR COURSES
2024-2025

Course Title	Course Number		Course Director/ Department Chair	Credit Hour	Term	
Emergency Procedures II	DENS	4541	Demian/Wong	0.0	Spring	*(P/F)*
Laws and Regulations Affecting Dentistry	DENS	4622	Whitmire/Frey	0.5	Spring	*(P/F)*
Practice Management IV	DENF	4623	Wuertz/Frey	0.5	Fall	
Continuing Dental Education Programs	CDEP	4100	Spears	0.0		*(P/F)*
Mock Board Examination	MBE	4200	Wynkoop/Frey	0.0		*(P/F)*
Integrated National Board Dental Exam	NBDE	4300	Spears	0.0		*(P/F)*
Clinic:						
Pediatric Dentistry Clinic	CLIN	4001	Bona/Olson	2.0	Fall/Spring	
Endodontics Clinic	CLIN	4002	Guajardo/Kirkpatrick	3.0	*Two-Year*	
Radiology Clinic	CLIN	4003	E Key/Joy-Thomas	1.0	Fall/Spring	
Special Patient Care Clinic	CLIN	4004	Potts/Frey	1.0	Fall/Spring	*(P/F)*
Prosthodontics Clinic	CLIN	4005	Stewart/Frey	8.0	Fall/Spring	
Operative Dentistry Clinic	CLIN	4006	Arriaga/Frey	8.0	*Two-Year*	
Oral Surgery Clinic	CLIN	4007	Daniel/Wong	1.0	Fall/Spring	
Periodontics Clinic	CLIN	4008	J Chang/Angelov	6.0	*Two-Year*	
Orthodontic Clinic	CLIN	4011	Harris/Olson	0.5	Fall/Spring	
Diagnosis and Treatment Plan Clinic	CLIN	4012	B. Warner/Frey	2.0	Fall/Spring	*(P/F)*
Urgent Care Clinic	CLIN	4013	CD Johnson/Frey	2.0	Fall/Spring	*(P/F)*
Clinical Practice	CLIN	4014	Barros/Loza	6.0	*Two-Year*	
Clinical Simulation II	CLIN	4016	Mukherji/Spears	0.5	Fall	*(P/F)*

APPENDIX C: BOOK LIST

2024 - 2025 OFFICIAL TEXTBOOK LIST

The "Course Textbooks" link on the UTSD Library and Learning Commons page https://libguides.dentistry.uth.edu/coursetextbooks *provides textbook updates and additional resources.*

Prices for printed texts are subject to change.

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
American Dental Association	*The ADA Practical Guide to Effective Infection Control, **5th Ed.**,* ADA**,** 2022 ISBN: 9781684471676	1651 *(supplemental)*				$ 179.95
American Heart Association	Basic Life Support Provider Manual, AHA, 2020 ISBN: 9781616697686		CPR Renewal		CPR Renewal	$ 25.00
Bagg, MacFarlane, Poxton, Smith	*Essentials of Microbiology for Dental Students, 2nd Ed., Oxford Press, 2006*	1511 *(supplemental)*				$ 15.36
Bell	*Oral, Head and Neck Oncology and Reconstructive Surgery, Elsevier Inc., 2018* *ISBN: 9780323265683*			3705		$ 406.99
Dawson	*Functional Occlusion: From TMJ to Smile Design, 2nd Ed.,* Mosby, 2007 ISBN: 9780323033718		2908 2912 *(supplemental, both)*	3901 3902 *(supplemental, both)*	4005 *(supplemental)*	$ 202.00
Dean, Avery, McDonald	*McDonald and Avery Dentistry for the Child and Adolescent*, *11th Ed*., Mosby, 2022 ISBN: 9780323698207		2962 2964 2965	3961		$ 144.99
Dowd, *editor*	*Mosby's Review of NBDE, Part II, 2nd Ed.,* Mosby, 2015 ISBN: 9780323225687			3991 (supplemental)		$ 85.99
Elo, Herford	*Oral Surgery for Dental Students: A Quick Reference Guide* Thieme Medical Publishers, 2019 ISBN: 9781626239104		2801 (*supplemental)*			$ 59.99
Fuller, Denehy	*Concise Dental Anatomy and Morphology*, *4th Ed*., University of Iowa College of Dentistry ISBN: 0874141257	1601 1602 1562 1604 *(supplemental, both)*	2962 *(supplemental)*			$ 49.29

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
Graskemper	*Professional Responsibility in Dentistry: A Practical Guide to Law and Ethics,* Wiley-Blackwell, 2011 ISBN: 9780470959770	1621 *(supplemental)*				$ 60.25
Goldstein, editor	*Ronald E. Goldstein's Esthetics in Dentistry, 3rd Ed.,* John Wily & Sons, Inc., 2018 ISBN: 9781119272830			3673 *(supplemental)*		$ 411.95
Gutmann, Dumsha, Lovdahl, Hovland	*Problem Solving in Endodontics: Prevention, Identification, & Management*, *5th Ed*, Mosby-Year Book Inc., 2011 *(Print on demand)* ISBN: 9780323068888			3710 3711 *(supplemental, both)*		$ 134.00
Hargreaves, Berman	*Cohen's Pathways of the Pulp Expert Consult*, *12th Ed.*, Mosby Elsevier, 2021 ISBN: 9780323673037		2712 *(supplemental)*	3002 3710 3711 *(supplemental, all)*	4002 (supplemental)	$ 191.99
Hilton, Ferracane, Broome, Santos	*Summitt's Fundamentals of Operative Dentistry – A Contemporary Approach, 4th Ed.,* Quintessence Publishing Co., Inc., 2013 ISBN: 9780867155280		2614 2912 *(supplemental)*	3006 *(supplemental)*	4006 *(supplemental)*	$ 128.00
Hupp, Tucker, Ellis	*Contemporary Oral and Maxillofacial Surgery*, *7th Ed.*, C. V. Mosby Co., 2018 ISBN: 9780323552219		2801	3807 *(supplemental)*		$ 162.99
Katzung	*Basic and Clinical Pharmacology,16th Ed.,* McGraw-Hill, 2023 ISBN: 9781260463309	1561 1562 *(supplemental)*	2564 2804 *(supplemental)*	3808 3809 *(supplemental both)*		$ 77.00
Klasser, Reyes	*Orofacial Pain: Guidelines for Assessment, Diagnosis, and Management, 7th Ed.,* Quintessence Publishing Co, 2023 ISBN: 9781647240370			3904 *(supplemental)*		$ 65.00
Kumar, Abbas, Aster	*Robbin's Basic Pathology*, *11th Ed*., Elsevier-Health Sciences Division, 2023 ISBN: 9780323790185		2705			$ 99.99
Langlais	*Exercises in Oral Radiology and Interpretation*, *5th Ed.*, W. B. Saunders Co., 2017 ISBN: 9780323400633		2703 *(supplemental)*	3003 *(supplemental)*	4003 *(supplemental)*	$ 81.99

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
Langland, Langlais, Preece	*Principles of Dental Imaging, 3rd Ed.* Lippincott, Williams & Wilkins, 2020 ISBN: 9781284241044		2703 *(supplemental)*	3003 *(supplemental)*	4003 *(supplemental)*	$ 92.95
Lieberman, Marks	*Mark's Basic Medical Biochemistry: A Clinical Approach, 6th Ed*, Lippincott, Williams, & Wilkins, 2023 ISBN: 9781975150143	1510				$ 94.99
Little, Falace	*Little and Falace's Dental Management of the Medically Compromised Patient, 10th Ed.,* Mosby-Year Book, Inc., 2023 ISBN: 9780323809450			3809 *(supplemental)*		$ 106.99
Malamed	*Handbook of Local Anesthesia, 7th Ed*, C.V. Mosby Co., 2020 ISBN: 9780323582070	1562 *(supplemental)*				$ 119.99
Malamed	*Medical Emergencies in the Dental Office*, 8th *Ed.*, Elsevier, 2023 ISBN: 9780323776158			3013 *(supplemental)* 3541	4013 (*supplemental)* 4541	$ 102.99
Malamed	*Sedation: A Guide to Patient Management*, 6th *Ed.,* C. V. Mosby Co., 2017 ISBN: 9780323400534		2811			$ 104.99
Mallya, Lam	*Oral Radiology: Principles & Interpretation*, 8th *Ed.*, Elsevier, 2018 ISBN: 9780323543835	1703	2703	3003 3707 *(supplemental)*	4003	$ 156.99
Mascarenhas, Okunseri, Dye, editors	*Burt and Ecklund's Dentistry, Dental Practice, and the Community, 7th Ed.,* Elsevier Inc., 2020 ISBN: 9780323554848	1934 *(supplemental)*				$ 83.99
Miloro	*Peterson's Principles of Oral and Maxillofacial Surgery, 4th Ed;* July 2022 ISBN: 9783030919191			3807		$ 249.99
Misch	*Contemporary Implant Dentistry, 4th Ed.*, C.V. Mosby Co., 2020 ISBN: 9780323391559		2915 *(supplemental)*	3806 3902 *(supplemental, both)*	4005 *(supplemental)*	$ 252.99

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
Nanci	*Ten Cate's Oral Histology: Development, Structure, and Function, 9th Ed.*, Mosby, 2017 ISBN: 9780323485241 *Ten Cate's Oral Histology, 10th Edition* ISBN: 9780323798952 *Expected availability date: 9-1-2024*	1511 1514 *(supplemental, both)*				$ 134.99
Neville, Damm, Allen, Chi	*Oral & Maxillofacial Pathology, 5th Ed.,* Saunders, 2023 ISBN: 9780323789813		2706	3706 3707		$ 181.99
Newman, Takei, Klokkevold, Carranza	*Newman and Carranza's Clinical Periodontology and Implantology, 14th Ed.,* Elsevier Health Sci, 2023 ISBN: 9780323878876	1721	2722 2915 *(supplemental)*	3008 3721 3723 3806 *(supplemental)*	4008	$ 188.99
Nield-Gehrig	*Fundamentals of Periodontal Instrumentation and Advanced Root Instrumentation*, *8th Ed.*, Lippincott, Williams and Wilkins, 2019 (rev. reprint) ISBN: 9781284456752	1721 *(supplemental)*	2722 *(supplemental)*	3008 3721 3723 *(supplemental, all)*	4008 *(supplemental)*	$ 133.95
Norton	*Netter's Head and Neck Anatomy for Dentistry, 3rd Ed.,* Saunders Elsevier, Inc., 2017 ISBN: 9780323392280	1512 1504 *(supplemental)*				$ 59.99
Novak, Casamassimo, editors	*The Handbook of Pediatric Dentistry, 5th Ed.,* American Academy of Pediatric Dentistry		2962 *(supplemental)*	3961 *(supplemental)*		$ 129.99
Nowak, Christensen, Mabry, Townsend, Wells	*Pediatric Dentistry: Infancy through Adolescence, 6th Ed.,* Saunders, 2019 ISBN: 9780323608268		2962, 2964 2965 *(supplemental, all)*	3961 *(supplemental)*		$ 132.99
Okeson	*Management of Temporomandibular Disorders and Occlusion, 8th Edition,* Mosby, 2019 ISBN: 9780323582100	1604				$ 146.99
Phoenix, Cagna, DeFreest	*Stewart's Clinical Removable Partial Prosthodontics, 4th Ed,* Quintessence Publishing, 2008 ISBN: 9780867154856		2914	3901 3902 *(supplemental)*	4005 *(supplemental)*	$ 98.00

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
Powers, Sakaguchi	*Craig's Restorative Dental Materials*, *14th Ed.*, Elsevier, 2018 ISBN: 9780323478212	1672	2912 *(supplemental)*	3672		$ 116.99
Proffit, Fields, Sarver	*Contemporary Orthodontics*, *6th Ed.,* Mosby Co., 2020 ISBN: 9780323543873		2961 2962 *(supplemental)*	3971		$ 194.99
Rahn, Ivanhoe, Plummer	*Textbook of Complete Dentures, 6th Ed.,* People's Medical Publishing House, 2009 ISBN: 9781607950257		2913 *(supplemental)*	3901 *(supplemental)*	4005 *(supplemental)*	$ 89.95
Ritter	*Sturdevant's Art & Science of Operative Dentistry, 7th Ed.*, C. V. Mosby Co., 2019 ISBN: 9780323478335	1614	2912 2614 *(supplemental, both)*	3006 *(supplemental)*	4006 *(supplemental)*	$ 161.99
Robbins, Rouse	*Global Diagnosis: A New Vision of Dental Diagnosis and Treatment Planning,* Quintessence Publishing, 2016 ISBN: 9780867155235			3673 *(supplemental)*		$ 148.00
Scully	*Scully's Medical Problems in Dentistry, 7th Ed.* Elsevier, 2014 *This title is available online only.* ISBN: 9780702054013		2804	3808 3809		*Online only*
Sherwood	*Human Physiology: From Cells to Systems, 9th Ed.,* Brooks/Cole, 2016 ISBN: 9781285866932	1513 1510 *(supplemental)*				$ 231.95
Shillingburg, Sather, Wilson, Cain, Mitchell, Blanco, Kessler	*Fundamentals of Fixed Prosthodontics*, *4th Ed.*, Quintessence Publishing Co., Inc., 2012 ISBN: 9780867154757		2908 2912	3901 3902 *(supplemental, both)*	4005 *(supplemental)*	$ 128.00
Stefanac	*Diagnosis and Treatment Planning in Dentistry, 4th Ed.,* Elsevier Health Science, 2023 ISBN: 9780323809757		2503	3017 *(supplemental)*		$ 116.99

Author(s)	Title	First Year Courses	Second Year Courses	Third Year Courses	Fourth Year Courses	Prices Printed Texts)
Torabinejad, Walton	*Endodontics: Principles and Practice, 6th Ed.* Saunders Elsevier, Inc., 2020 ISBN: 9780323624367		2712	3002 *(supplemental)* 3710 3711	4002 *(supplemental)*	$ 150.99
Vanderah	*Nolte's The Human Brain: An Introduction to Its Functional Anatomy, 8th Ed.,* Elsevier, 2020 ISBN: 9780323653985	1504				$ 79.99
Zarb, Hobkirk, Eckert, Jacob	*Prosthodontic Treatment for Edentulous Patients: Complete Dentures and Implant-supported Prostheses, 13th Ed.,* Elsevier Health Sciences, 2012 ISBN: 9780323078443		2913			$ 151.99