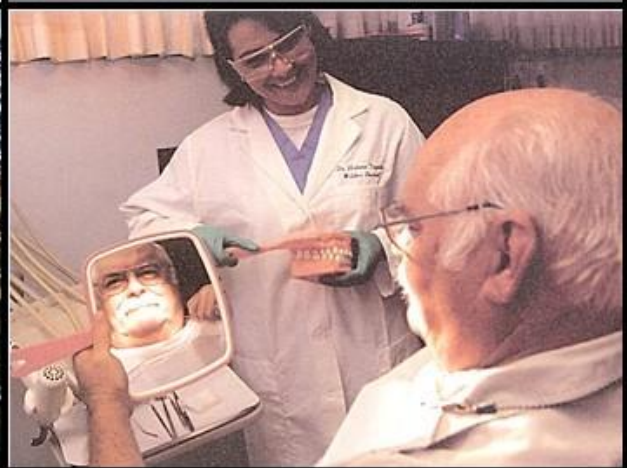




*Walker
Methodist
Dental Clinic*

*2022
Clinic Manual
& Syllabus*

Oral Health
Services
for
Older Adults
Program



WELCOME TO YOUR CLINICAL ROTATION AT THE WALKER METHODIST DENTAL CLINIC!

We are pleased to have you with us to learn about the challenges and rewards of caring for our older patients, most of whom have special care needs. This manual has been developed by our faculty and staff to give you key information and help you gain the most out of your time with us. Before arriving at our clinics, please review the sections of this manual that pertain to your clinical rotation. If you have any questions, please bring them to the attention of our faculty and staff as soon as possible.

CONTENTS

TOPIC	PAGE
About the Rotation	1
About the O.H.S.O.A. Program	2
About the Walker Methodist Dental Clinic	3
Clinic Information	4
Directions to Walker Methodist Dental Clinic.....	4
Clinic Hours & Schedule.....	5
Leaves and Absences.....	6
Staff Directory & Contact Information.....	6
DDs 6315: Advanced Clinical Geriatric Dentistry Syllabus	7



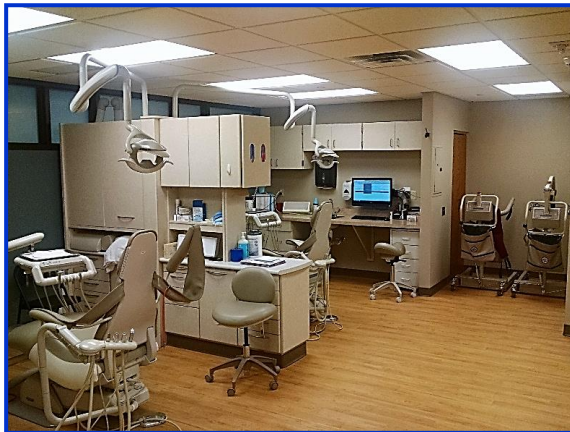
Walker Methodist Health Center
3737 Bryant Avenue, South
Minneapolis, MN 55409
Phone: 612-827-8310

Welcome to your geriatric dentistry rotation at the Walker Methodist Dental Clinic! We have developed this rotation specifically to provide more extensive opportunities for students to enhance their clinical skills in geriatric care to meet the needs of our rapidly growing older population. Older adults more often present with complex dental, medical, and psycho-social problems and challenging oral health conditions. For some individuals, functional dependence, lack of social supports, and financial resources can further complicate oral health status and care. Meeting the needs of adults in long-term care settings can be even more challenging due to the unique and evolving nature of this environment.



During this rotation students will provide clinical care for older adults from the community and long-term care under the guidance of the dental school's Oral Health Services for Older Adults (OHSOA) faculty and staff from the Walker Methodist Health Center (WMHC) in south Minneapolis. Opportunities will also be available for students to participate in inter-professional interactions with other health professionals serving this population.

Our clinic hours are 8:00 am-4:30 pm, Mondays through Thursday with first patients scheduled at 8:15 am. Students should bring their nametags, protective eyewear, face shields, N95 masks, and be dressed appropriately for clinical care as in School of Dentistry clinics. Gowns are provided. More information is also available from OHSOA faculty in the School of Dentistry.



Sincerely,

The OHSOA/Walker Faculty and Staff

Oral Health Services for Older Adults Program
15-136 Moos Tower
515 Delaware Street, SE
Minneapolis, MN 55455
612-626-0158 (Dr. Shuman)

About the Oral Health Services for Older Adults Program



FACT SHEET

Oral Health Services for Older Adults University of Minnesota School of Dentistry

MISSION

The mission of the [Oral Health Services for Older Adults \(OHSOA\) Program](#) is to: 1) provide training for dental and non-dental health professionals who wish to provide better geriatric care; 2) contribute new knowledge about geriatric oral health; and 3) improve community access to high quality dental care for older adults. OHSOA has been a pioneer in geriatric dentistry since it began in 1981 as the first university-based M.S. degree in Geriatrics for dentists in the U.S. The program been locally and nationally recognized, including the 1995 American Dental Association Geriatric Oral Health Care Award for outstanding contributions to community service, education, and research.

EDUCATION

- OHSOA has provided geriatric fellowship training to 36 individuals, producing leaders in geriatric care delivery, research, and education. Thirteen graduates hold faculty positions in the US and abroad and five have served as officers of the Special Care Dentistry Association.
- OHSOA also educates over 200 other learners per year including students in dentistry, dental hygiene, as well as other health disciplines. Faculty regularly present at regional and national conferences and continuing education programs for dental and non-dental professionals. As of 2019, OHSOA is also included in the [MN Northstar Geriatrics Workforce Enhancement Program \(GWEP\)](#) which is supported by a 5-year, \$3.74 million grant from the US Health Resources & Services Administration to the University's Medical School.
- OHSOA's intensive continuing education program, [The Miniresidency in Geriatrics and Long-term Care for the Dental Team](#), began in 1991 and has trained over 300 dental professionals from across the US and around the world. Recognized as an innovative model for geriatric dental education, grants from the Fauchard Academy, Academy of General Dentistry and others have taken the *Miniresidency* "on the road" to other states as well.
- In 2010, OHSOA and the MN Dept. of Health released the DVD and Workbook, ["Growing Old with a Smile: Oral Care for Older Adults in Long-Term Care."](#) This DVD was a 2011 "Highly Rated" new product in the CR Foundation Clinician's Report and is distributed with support from the Minnesota Dental Association.

COMMUNITY OUTREACH

- Since 1981, OHSOA has been a pioneer in community-based geriatric education and a regional resource for high quality geriatric dental care, serving older adults from the community as well as numerous long-term care facilities. Clinic collaborations have included the Amherst H. Wilder Foundation, Presbyterian Homes and Services, HealthPartners, and Walker Methodist.
 - A Clinical Innovations Grant from the MN Department of Health supported development of the [Walker Methodist Dental Clinic](#) in Minneapolis, and additional grants from the MN Dept. of Health, Delta Dental Foundation of MN, the Otto Bremer Foundation, and Stevens Square Foundation supported a major expansion in 2016 to double its capacity for patient care and education. Walker Methodist Dental Clinic received the [2016 Innovation Award from LeadingAge](#), representing over 6000 non-profit aging services organizations across the US.
 - Since opening in 2006, the Walker Methodist Dental Clinic has provided over 25,000 visits valued at over \$4 million to over 2000 older adults, including about 1000 visits per year to residents in skilled nursing facilities and 1000 visits to community-dwelling older adults, including those in assisted living and other supportive housing. The clinic participates in all state health plans is a designated Minnesota Critical Access Dental Provider, and was included as a featured model program in the [US Administration for Community Living \(ACL\) Guide to Community Oral Health Programs for Older Adults](#).
- #### CONTRIBUTING NEW KNOWLEDGE
- Student and faculty research projects at affiliated community sites have led to over two dozen publications in peer-reviewed journals and numerous presentations at local, regional, and national meetings.
 - Training and research grants have generated over \$3.5 million in funding for OHSOA and its affiliates from sponsors including NIH, CDC, HRSA, state government, local foundations, and industry.
 - In 2011, OHSOA collaborated with the Minnesota Dental Association and MN Department of Labor to develop new [Safe Patient Handling guidelines and educational materials](#) for Minnesota dental practices.
 - Eight student projects with OHSOA faculty have earned top honors in local and national student award competitions, including three First Prize Awards in the American Society for Geriatric Dentistry's Kamen Student Research Competition.

About the Walker Methodist Dental Clinic



3737 Bryant Avenue, South
Minneapolis, MN 55409
Phone: 612-827-8310
Fax: 612-827-8408

Dental Clinic Accomplishments, 2006-20

Walker Methodist Dental Clinic opened in May, 2006 with funding from the MN Department of Health and Walker Methodist in collaboration with the University of Minnesota's Oral Health Services for Older Adults Program. Since then it has:

- ◆ provided training for hundreds of dental and other health professional students at all levels about geriatric care, including 4th year dental, dental hygiene, and dental therapy students, as well as students from other University and area health professional programs, including medicine, nursing, pharmacy, physical therapy, chiropractic, and pastoral care
- ◆ provided over 25,000 visits and \$4 million in dental services to over 2200 older adults including those with complex chronic diseases, disabilities, and financial limitations
- ◆ served as a Critical Access Dental Program provider for the MN Department of Human Services for Medicaid recipients from all plans offered in the Twin Cities metropolitan area.
- ◆ Hosted the dental school's highly successful "Miniresidency in Geriatrics and Long-term Care for the Dental Team." a nationally recognized 32-hour intensive continuing education course that has trained over 300 practicing professionals from across the US and around the world.
- ◆ Collaborated with the University's Center on Aging, HRSA-funded Geriatric Education Center and Geriatric Workforce Enhancement Program to support interprofessional geriatric training
- ◆ been honored locally and nationally with the Minnesota Health and Housing Alliance's 2007 Innovation of the Year Award and LeadingAge's 2016 National Innovation Award.
- ◆ Collaborated with the MN Department of Health and MN Dental Association to develop and distribute the educational DVD and Workbook, "Growing Old with a Smile: Oral Health for Older Adults in Long-term Care," which has been nationally recognized and rated one of the "Best Products for 2011" by the widely read Gordon Christensen Clinicians Report.
- ◆ completed a major expansion in 2016 to double the capacity for patient care and education with grants from the MN Department of Health, Delta Dental of Minnesota Foundation, Stevens Square Foundation, and the Otto Bremer Trust.
- ◆ been selected as a featured model program in the US Administration for Community Living's 2017 National Program Guide to help other organizations start or enhance oral health programs for older adults.

DIRECTIONS TO WALKER METHODIST DENTAL CLINIC

DIRECTIONS TO WALKER METHODIST DENTAL CLINIC



Walker-Methodist Health Center
3737 Bryant Avenue, South
Minneapolis, MN 55409
PHONE: 612-827-8310

<p><u>From the North (I-35W)</u></p> <ol style="list-style-type: none">1. From I-35W, take EXIT 14 toward 35th St/36th St.2. Stay straight to go onto Stevens Ave S.3. Turn right onto E. 35th St.4. Turn left onto Nicollet Ave S.5. Take the 1st right onto W. 36th St.6. Turn left onto S. Bryant Ave.7. Arrive at 3737 BRYANT AVE S. on your left.	<p><u>From St. Paul (East)</u></p> <ol style="list-style-type: none">1. Take I-94 west towards Minneapolis.2. Merge onto I-35W South via EXIT 233B on the left.3. Take EXIT 14 toward 35th St/36th St.4. Stay straight to go onto Stevens Ave S.5. Turn right onto E. 35th St.6. Turn left onto Nicollet Ave S.7. Take the 1st right onto W. 36th St.8. Turn left onto S. Bryant Ave.9. Arrive at 3737 BRYANT AVE S. on your left.
<p><u>From the South (I-35W)</u></p> <ol style="list-style-type: none">1. From I-35W, take EXIT 14 toward 36th St/35th St.2. Turn slight left onto S. 2nd Ave.3. Turn left onto E. 35th St.4. Turn left onto Nicollet Ave S.5. Take the 1st right onto W. 36th St.6. Turn left onto S. Bryant Ave.7. Arrive at 3737 BRYANT AVE S. on your left.	

PARKING

- **Visitor's Parking:** There is a small Visitors Lot in front of the building and a larger Visitors/Employee Lot at the corner of 38th St. & Bryant Ave. Please **DO NOT** park in spaces reserved for Physicians, Apartment Residents, or Employees.
- **Street Parking:** There is ample street parking around the building, but **PLEASE NOTE that parking on Bryant Ave. directly in front of building is LIMITED TO ONE HOUR and violators may be ticketed.**
- **Students:** All students should park in the Visitors/Employee Lot at the corner of 38th & Bryant or on the street as indicated above.



CLINIC HOURS AND SCHEDULES

• HOURS

Clinic hours are 8:00 AM to 4:30 PM. You are expected to be fully available during these hours on your scheduled clinic days.

• PUNCTUALITY

Please be on time for clinic! If you will be delayed, call ahead as soon as possible to alert the clinic staff. Once in a while, anyone can be unavoidably delayed due to bad weather, car problems, family issues, etc. However, chronic lateness has many negative effects, including wasted clinic, staff, and patient time, patient dissatisfaction, extra stress on the staff to "catch-up," staff resentment, and lost clinic income.

• SCHEDULE

WALKER METHODIST DENTAL CLINIC SCHEDULE
Effective Spring, 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Start: 8:00 AM</p> <p>PROVIDERS: Chairs 1, 3: D4</p> <p>Chairs 2, 4: DH/DT</p> <p>RDH: Forchay CRDA: Cornelius Faculty: Shuman (12-15 patients)</p>	<p>Start: 8:00 AM</p> <p>PROVIDERS: Chairs 1, 3: D4</p> <p>Chairs 2, 4: DH/DT</p> <p>RDH: Forchay CRDA: Cornelius Faculty: Owen (12-15 patients)</p>	<p>Start: 8:00 AM</p> <p>PROVIDERS: Chairs 1, 3: D4</p> <p>Chairs 2, 4: DH/DT</p> <p>RDH: Forchay CRDA: Cornelius Faculty: Shuman (AM) Owen (PM) (12-15 patients)</p>	<p>Start: 8:00 AM</p> <p>PROVIDERS: Chairs 1, 3: D4</p> <p>Chairs 2, 4: DH/DT</p> <p>RDH: Forchay CRDA: Cornelius Faculty: Shuman (12-15 patients)</p>	<p>CLOSED</p>

LEAVES AND ABSENCES

• **PLANNED LEAVES**

If you are planning a leave that will make you unavailable during any assigned days at the Walker Methodist Dental Clinic, you must request this time at least two weeks in advance by notifying both the appropriate University staff for your academic program AND the faculty at the Walker Methodist Dental Clinic.

• **UNFORESEEN ABSENCES**

If unforeseen events (e.g., illness, family problems) will make you unavailable during a scheduled clinic day, please notify the clinic support staff or faculty covering the Walker Clinic that day as soon as possible so that scheduling arrangements can be made. You should also notify the appropriate University staff for your academic program of all absences.

O.H.S.O.A. – WALKER DIRECTORY

OFFICES	PHONE	FAX
Oral Health Services for Older Adults Program	612-626-0158	612-624-0027
Walker Methodist Dental Clinic	612-827-8310	612-827-8408

NAME	OFFICE	OTHER	E-MAIL
Cornelius, Vicki (Dental Assistant)	612-827-8310 (Walker)		VCornelius@walkermethodist.org
Short, Kacey (Office Manager)	612-827-8310 (Walker)		KShort@walkermethodist.org
Forchay, Candace (Dental Hygienist)	612-827-8310 (Walker)		CForchay@walkermethodist.org
Dental Fellow/Resident (TBA)	612-827-8310 (Walker)		
Ofstehage, Dr. John (Faculty)	612-725-2039 (VA Med. Center)		john.ofstehage@gmail.com
Owen, Dr. Mary (Faculty)	612-626-3139 (U of M)	612-790-1615 (Cell)	owenx001@umn.edu
Shuman, Dr. Steve (Faculty & Director)	612-626-0158 (U of M)	612-991-1627 (Cell)	shuma001@umn.edu

SYLLABUS

DDS 6315: Advanced Clinical Geriatric Dentistry (Walker Methodist Dental Clinic)

CONTACT INFORMATION FOR COURSE DIRECTOR:

Stephen K. Shuman, DDS, MS
Professor and Director,
Oral Health Services for Older Adults Program,
Office: 15-137 Moos Tower
Phone: 612-626-0158
E-mail: shuma001@umn.edu

COURSE PURPOSE

“Special Care Dentistry is that branch of dentistry that provides oral care services for people with physical, medical, developmental, or cognitive conditions which limit their ability to receive routine dental care.” -Special Care Dentistry Association, 2010

An increasing number of older adults are now posing significant challenges for dental professionals whose goal is to optimize oral health and function. Older adults more frequently present with complex dental, medical, and psycho-social problems, including difficult restorative situations, multiple chronic medical problems and associated medications, as well as physical and sensory impairments. Lack of social supports, limited financial resources, and dependence on others may further complicate the ability of older individuals to maintain their oral health. Meeting the oral health needs of individuals in long-term care poses additional challenges due to the unique and evolving nature of this environment. The purpose of this rotation is to complement the information provided in School of Dentistry coursework in Geriatrics and Special Needs Care (i.e., DDS 6338, DH 3224) and enable dental professionals in training to increase their skills and comfort in the management of older adults, especially those with complex dental and/or medical problems, difficulty accessing care, and those using the long-term care system.

A.D.A. Accreditation Standards also now reinforce the need for this information:

“2-25. Graduates must be competent in assessing and managing the treatment of patients with special needs.”

Intent: An appropriate patient pool should be available to provide experiences that may include patients whose medical, physical, psychological, or social situations make it necessary to consider a wide range of assessment and care options. As defined by the school, these individuals may include, but are not limited to, people with developmental disabilities, cognitive impairment, complex medical problems, significant physical limitations, and the vulnerable elderly. Clinical instruction and experience with the patients with special needs should include instruction in proper communication techniques including the use of respectful nomenclature, assessing the treatment needs compatible with the special need, and providing services or referral as appropriate.” (8/2/2019)

SCHOOL OF DENTISTRY COMPETENCIES ADDRESSED BY COURSE (Major = *)

- 1.1 Selecting, obtaining, and interpreting patient/medical data, information and diagnostic images to be able to use these findings to accurately assess and treat patients.*
- 1.2 Formulating a comprehensive diagnosis and treatment and/or referral plan for the management of patients.*
- 1.3 Preventing, assessing, and managing medical and dental emergencies.*
- 1.4 Recognizing the manifestations of systemic disease and how the disease and its management may affect the delivery of oral health care.*
- 1.5 Recognizing and finding referrals for all forms of abuse.
- 1.6 Preventing, diagnosing, and managing odontogenic and non-odontogenic oral diseases and disorders in pediatric, adolescent, and adult patients, geriatric and special needs patients.*
- 1.7 Assessing outcomes of comprehensive oral health care.*
- 1.8 Preventing and managing pain and anxiety in the dental patient.*
- 2.1 Applying appropriate interpersonal and communication skills in providing patient centered oral health care to a diverse population.*
- 2.2 Communicating and collaborating with other members of the health care team to facilitate the provision of health care and health promotion.*
- 3.1 Applying appropriate ethical and legal standards in providing patient centered oral health care.*
- 3.2 Practicing within the individual's scope of competence and consulting with or referring to professional colleagues when indicated.*
- 4.2 Applying principles of risk management; including informed consent, appropriate record-keeping, and compliance with local, state and federal regulation including OSHA and HIPAA.*
- 5.1 Integrating best research outcomes with clinical expertise and patient values for optimum evidence-based care.
- 5.2 Using critical thinking and problem-solving, including their use in the comprehensive care of patients, scientific inquiry and research methodology (Evidence-based Dentistry)*
- 6.1 Understanding the opportunities for improving oral health beyond his/her practice through participation and outreach in community based clinical and health promotion educational activities.*
- 6.2 Providing appropriate prevention, intervention, and educational strategies for all patients at risk for disease.*

ROTATION OBJECTIVES

- **Objectives for All Students**

Upon completion of this rotation at the Walker Methodist Dental Clinic, all students should recognize and demonstrate:

1. Appropriate utilization of an older adult's medical and dental history together with findings from comprehensive oral examination, radiographs, as well as pertinent physical and mental status assessments and laboratory tests
2. Broad-based decision-making in the treatment planning of older adults, as well as the ability to evaluate the course of therapy and modify treatment when appropriate

3. Identification and management of oral soft tissue conditions and oral manifestations of systemic disease more prevalent in older patients
4. Effective management of patients with concurrent medical problems more common in the aged, including cardiovascular, pulmonary, neurological, psychiatric, neoplastic, musculoskeletal, and infectious diseases, as well as common geriatric syndromes (e.g., confusion, delirium, incontinence, falls, etc.)
5. Appropriate clinical consideration of the impact of drug therapy in the elderly that employs knowledge of: appropriate prescribing of drugs needed for dental care, non-dental drugs commonly used by older patients, drug interactions, potential for adverse drug reactions, and adherence issues
6. Effective dental management of patients receiving palliative or hospice care
7. Effective communications with older patients, families, and/or other caregivers
8. Safe and effective strategies to manage compromised older adults who display behavior difficulties during the course of dental treatment
9. Safe and effective handling techniques for patients who must be moved to and from the dental chair
10. Sensitivity to cultural and language issues associated with health care delivery to an increasingly diverse population of older adults
11. Effective communications with and appropriate utilization of other dental professionals to assist in patient care, including the dental office team, other dental specialists, and dental laboratory staff
12. Effective interactions with members of an inter-professional geriatric health care team (e.g., physicians, nursing staff, pharmacists, social workers, etc.) to provide more comprehensive care for older adults
13. Appropriate interactions with patients, health professionals and other staff in long-term care settings such as the nursing home, assisted living, adult day health, and other elder care environments
14. Sensitivity to the legal and ethical issues frequently associated with healthcare delivery to older patients
15. Documentation of dental care that is clear and thorough and employs other supporting documentation appropriately
16. Using a commercial dental office computer system for practice management and clinical care (e.g., charting, progress notes, treatment planning, prescription-writing, etc.)

17. Application of principles of good practice management to maximize effective and productive use of clinic time and resources
18. Conveying a positive professional image and attitude in the health care environment by attention to: punctuality, appropriate attire, mature behavior, as well as appropriate response to program needs and constructive criticism

- **Additional Objectives for DDS Students**

Upon completion of this rotation, dental students should appreciate the significance of clinical judgment and skill in the treatment of dental problems more common in older patients, including:

1. Management of secondary caries and root caries, as well as elongated, recurrently decayed, malposed, and/or previously restored teeth
2. Prosthodontic care, including management of patients with more resorbed alveolar ridges, altered vertical dimension of occlusion, and irregular planes of occlusion
3. Oral surgical and periodontal care, including pre-prosthetic surgery, periodontal procedures to facilitate restorative care, and traditional periodontal therapies
4. Implementation of appropriate preventive care regimens for older adults

Additional Objectives for Dental Hygiene/Dental Therapy Students

Upon completion of this rotation, dental hygiene/dental therapy students should recognize the significance of:

1. Appropriate prioritization of preventive and periodontal treatment needs based on an older patient's wishes, tolerance and/or responsible party preferences
2. Traditional and alternative approaches to oral examination, radiography, periodontal therapy, and preventive procedures in older adults ranging from well to frail
3. Communication of oral hygiene and other preventive care needs via the use of Preventive Oral Health Treatment Plans for patients/responsible parties, and Daily Oral Care Plans for use with residents and staff of long-term care facilities
4. Preventive care for patients with dental prostheses, including evaluation of prosthesis fit, function and integrity, as well as cleaning and polishing procedures in the lab
5. Emerging roles for dental hygienists in geriatrics and the long-term care system

CLINIC FACULTY AND STAFF

- Vicki Cornelius CRDA (Dental Assistant, Walker Methodist)
- Candace Forchay, RDH, (Dental Hygienist, Walker Methodist)
- Mary Owen, DDS, MS (Clinical Professor, U of M)
- Kacey Short, (Office Manager, Walker Methodist)
- Stephen Shuman, DDS, MS (Professor & Program Director, U of M)

RECOMMENDED READINGS (available at clinic)

1. Kane RL, Ouslander JG, et al. Essentials of Clinical Geriatrics, ed. 8. McGraw-Hill, 2018.
2. Little JW, Miller, CA, et al. Dental Management of the Medically Compromised Patient, ed. 9. Elsevier, 2018.
3. DDS 6338 or DH 3224 class materials; other handouts and reprints as distributed.

CREDITS

As specified for DDS and DH/DT students by their programs.

GRADING AND EVALUATION POLICIES

This rotation will be graded on an S/N basis using OHSOA's Clinical Evaluation Rubric. Since all elements of clinical performance are included in this evaluation, this will constitute 100% of the grade for this rotation.

STUDENT EXPECTATIONS

Students are expected to attend all scheduled clinics and to be on time. Additional readings and handouts may be assigned by faculty to supplement readings from DDS 6338 or DH 3224 previously provided. Students' evaluation of the course and the participating faculty are considered to be a mandatory requirement for the successful completion of this course and are used to help improve the course each year. Students will be required to complete evaluations online (using CoursEval) before a grade will be given in this course.

GRADE DISPUTES

Grade disputes will follow University and School of Dentistry policies listed in the student handbook. All grade disputes must first be addressed to the course director. If a failing grade stands, it will be referred to the Scholastic Standing Committee.

REMEDICATION POLICIES

The Course Director will meet with a student and discuss a remediation program based on performance in this clinic rotation. All student failures are reviewed by the Scholastic Standing Committee and the ultimate decision for remediation for students in academic difficulty lies with that Committee.

ATTENDANCE

Attendance is **required** for clinic sessions assigned. According to the School's current attendance policy, students who are absent for a reason other than the currently approved Excused Absence categories are responsible for making up any missed content. Faculty will not offer make-up work if a student's absence is not officially reported and excused by the School's

Academic Affairs office. Students not meeting these course standards will fail the course and the above remediation protocol will be implemented. **If you are unable to attend clinic due to a medical or family emergency, you MUST notify the Academic Affairs attendance office via e-mail or phone at 612-624-3300, as well as the Walker Methodist Dental Clinic staff at 612-827-8310.**

DISTANCE DELIVERY OF COURSE MATERIAL

Not applicable

MAKE-UP EXAM POLICIES

No examinations are included in this course.

FEEDBACK

Any concerns regarding the course may be discussed with the Course Director.

STUDENT INTEGRITY

Per the School of Dentistry Code of Conduct, “academic misconduct is any unauthorized act that may (1) give a student an unfair advantage over other students, (2) interfere with the educational pursuits of others, (3) jeopardize the good name and reputation of the School of Dentistry, (4) involve attempts to mislead, misrepresent, and/or falsify documents, papers, charts, and/or any information given to faculty or administrative officials or (5) place patients under unnecessary risk.” Additional information about acts considered infractions of the code can be found in the School of Dentistry Code of Conduct in the student handbook.

Academic misconduct is a violation of the School of Dentistry Code of Conduct and will be resolved following the procedures in the code.

COMMUNICATION

All individual and full class communication will be through your University of Minnesota e-mail account. Announcements intended for the whole class will be sent by e-mail **and/or** added on the Moodle site. **It is a requirement of the course to check your e-mail daily.** While in clinic, please silence all cell phones or other electronic devices out of respect for others.

STUDENT ON-LINE PRIVACY AND SECURITY

Any online learning components of this course will be password-protected with your U of M internet ID. Moodle technology will sometimes make students' names and U of M Internet IDs visible within the course website, but only to other students in the same class. Since we are using a secure, password-protected course website, this will not increase the risk of identity theft or spamming for anyone in the class. If you have concerns about the visibility of your Internet ID, please contact your instructor for further information.

DISABILITIES

The University of Minnesota is committed to providing equitable access to learning opportunities for all students. The Disability Resource Center (DRC) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations.

- If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact the DRC at 612-626-

1333 to arrange a confidential discussion regarding equitable access and reasonable accommodations.

- If you are registered with the DRC and have a current letter requesting reasonable accommodations, we encourage you to contact your instructor early in the semester to review how the accommodations will be applied in the course.

Additional information is available on the DRC website: <https://diversity.umn.edu/disability/>

MENTAL HEALTH RESOURCES

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce your ability to participate in daily activities. University of Minnesota services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about the broad range of confidential mental health services available on campus via www.mentalhealth.umn.edu.

(Developed and endorsed by the Provost's Committee on Student Mental Health, June 2006.)

WELLNESS PROGRAM FOR DENTAL STUDENTS

The Minnesota Dentist Wellness Program offers a consulting and counseling service to help Minnesota dentists and dental student members with the many stressors that impact their lives and their practice of dentistry. Sand Creek is a service offered free of charge to dental students. Help is available by phone 24 hours a day, 7 days a week by call 1-800-632-7643. Face-to-face help is also offered through a counseling and consulting network with over 500 offices in Minnesota.

POLICY ON USE OF CLASS NOTES FOR COMMERCIAL PURPOSES

Student may not distribute, via the Internet or any other means, any class materials for compensation or for commercial purposes without the express written consent of the instructor. The provisions of this policy are enforceable as University rules under the University of Minnesota Statement of Standards of Student Conduct, and violations may result in warning, required compliance confiscation, probation, suspension or expulsion.