

**NEAR EAST UNIVERSITY**  
**VOCATIONAL SCHOOL OF HEALTH SERVICES**  
**ORAL AND DENTAL HEALTH SUPPORT STAFF DEPARTMENT COURSE**  
**CONTENTS**

**I.FALL**

**AIT103 Ataturk's Principles and History of Turkish Revolution 1**

Under the leadership of Mustafa Kemal Atatürk, with the reform movements carried out within the framework of the search for solutions in the Ottoman Empire, which started to be solved and collapsed in the face of the political, economic, cultural and socio-psychological problems that emerged as a result of the encounter between Western cultures and Turkish culture addressing the National Struggle result of the establishment of the Republic of Turkey.

**ENG101 English 1**

1. Talking about biographies
2. Talking about biographies
3. Asking & answering about general knowledge
4. Talking about past events
5. Talking about past events
6. Talking about technology in the future
7. Asking for permission/Making a request
8. Formal phone conversations
9. Informal phone conversations
10. Making an appointment
11. Talking about products
12. Checking understanding/ Asking for clarification
13. Recommending a place/food

**YIT101 Turkish for Foreigners 1**

1. Introducing yourself and others
2. Names of objects generally used in everyday life
3. Turkish alphabet and sound events
4. Present tense
5. Present Simple Tense
6. Short reading texts
7. Personal pronouns

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## COM101 Computer 1

1. The Place of Information Technologies in Daily Life
2. Computer Systems, File Management
3. Ethics and Security, Digital Citizenship
4. Privacy and Security
5. Computer Networks
6. Research
7. Communication Technologies and Collaboration
8. Visual Processing Programs
9. Word Processor Programs
10. Presentation Programs
11. Spreadsheet Programs
12. Audio and Video Processing Programs
13. Problem Solving Concepts and Approaches, Programming

## PHR105 Pharmacology

- Pharmacology: Examining the relationship between drugs and biological systems, Examining the effects, mechanisms of action of drugs and their use in therapy. Explaining / explaining the concept (s) determined. Creating awareness about the relevant concept (s) and improving it.
- To discuss the validity of the concept (s) determined.
- Developing selected / identified skills
- In-depth / detailed examination of selected topics
- To improve the existing knowledge of students about the determined concepts / theories / subjects
- To develop students' ideas / knowledge / understanding in the context of selected concepts
- Refreshing existing knowledge with students about the determined concept / theory / subjects Encouraging innovation Improving critical thinking

## VSH109 Basic First Aid

The importance of first aid, rules, disaster conditions, reasons, generated problems, civil defense. First aid in case of injury, first aid in case of bleeding, first aid applications about respiration and circulation system, first aid in case of extremity fractures and hemorrhages, first aid for spine, head, chest bone fractures and bleeding, recovery and transportation methods. Burns, electric shock, freezing, food and chemical substance poisoning and first aid required other conditions. Knowing anaphylaxis and dealing ways.

## VSH111 Basic Anatomy

Introduction to anatomy. Musculoskeletal and muscle system anatomy: bone, muscle, joint and general informations, upper and lower extremity. Respiration system anatomy: throax wall anatomy and diaphragma, nose and larynx trachea, lung and pleura. Circulation system: heart (atria and ventricles), pericardium, vessels. Digestion , urinary and reproduction system: pharynx, oesophagus and stomach, bowels, liver, pancreas, spleen, kidneys, ureters-bladder and urethra female and

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male genital organs. Nerve system: central nervous -diencephalon and telencephalon-medulla spinalis morphology, brain stem- cerebellum and cranial nerves – autonomic nerve system. Endocrine system. Sense organs: eye and vision, ear, hearing and balance ways.

### **MMD101 Psychology and Behavioral Sciences**

- Psychology: Science that scientifically studies human behavior
- Examines individual behaviors as sub-components of behavioral sciences and mental events at person level
- To explain / explain the determined concept (s). To raise awareness about the related concept (s) and to develop it.
- To discuss the validity of the concept (s) determined.
- Developing selected / Identified skills
- In-depth / detailed examination of selected topics
- To improve the existing knowledge of students about the determined concepts / theories / subjects
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- Refreshing existing knowledge with students about the determined concept / theory / subjects Encouraging innovation Improving critical thinking

### **MMD103 Basic Principles and Practices in Occupation**

1. Oral health technician or oral health support staff; It is the name of the profession that has started to be mentioned in our country in recent years and will assume the duties of dental nurses, dental assistants or dental-oral hygienists in western countries. In this context, the contribution of the assistant staff in dental practices is of great importance for the success of the treatments. The correct approach to the patient who comes to the office or to the young patient and the patient's relatives
2. Taking pre-treatment anamnesis from cases admitted to the clinic; The purpose and importance of creating a film and photo archive
3. Preparation of preliminary informative documents about the treatment before starting the treatment of the patient and the importance of these documents
4. Procedures and treatment approaches to be followed when the patient with AIDS comes
5. Informing the patient in detail about the planned treatment and the cost of the treatment
6. To teach students the methods of asking the treatment fee from the patient.
7. In order to be able to assist the physician in a practice or clinic, clinical assistant staff must know the basic issues of the practice management well in order to assist the physician in the problems that may be encountered.



### **MMD107 Pathology**

It includes concepts, methods and techniques related to the knowledge of diseases. To give theoretical information about the concepts, methods and techniques related to the knowledge of diseases, to apply this knowledge learned, to gain the ability to learn

### **CAM100 Campus Orientation**

The CAM100 course aims at the social and cultural development of students as well as their academic development and facilitates their adaptation to university life. While this course provides students with some competencies that they can use in their entire education life, it also contributes to the formation of a versatile and enjoyable campus life by strengthening the communication between all stakeholders of the university.

### **CHC100 Cyprus: History and Culture**

The aim of the course is to provide architectural examples as well as to ensure the perception of cultural heritage by considering the diverse architecture and art of the island within the framework of the history of Cyprus Civilization in a general chronological framework. Through the exams held in the same environment with the lecture notes presented in the virtual environment and many visual course materials, the student is provided to learn partly by their own efforts, and an environment of mutual discussion is created with the classroom seminars held at regular intervals and historical site visits organized in the company of the lecturer. The main objective of the course is to emphasize the importance of the cultural history of the island, as well as its political problems, and also to raise awareness about the protection of cultural heritage.

## **II.SPRING**

### **AIT104 Ataturk's Principles and History of Turkish Revolution 2**

Mustafa Kemal Pasha, the principle that perform until her death on 29 October 1923 from the Republic of Turkey and reforms are considered penny.

### **ENG102 English 2**

1. Health Matters
2. Health Matters
3. Restaurant Problems-Complaints and responses
4. Talking about Computer Problems
5. Reporting the News and the Weather
6. Reporting the News and the Weather
7. Product Problems- Complaints at the store
8. Talking about the future possibilities
9. Talking about the future possibilities
10. Health Problems and Herbs
11. Health Problems and Herbs

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## 12. Job qualifications and Working Conditions

### YIT102 Turkish for Foreigners 2

1. Adjectives
2. Names of objects generally used in everyday life
3. 3. Comparative adjectives
4. Future tense
5. Past tense
6. Short reading texts
7. Personal pronouns

### BMB102 Basic Microbiology

It gives information about the classification of microorganisms, transmission ways and protection methods. To know the general characteristics of microorganisms that cause disease in humans, to have information about the ways of transmission and protection and to evaluate the diseases they cause.

### MMD104 Tool Maintenance and Protection

1. Treatment procedures in dentistry are carried out using dynamic instruments on a fixed structure that we call the unit. Each piece of this extremely sensitive and costly equipment requires its own special protection and maintenance. In addition, instruments should be sterilized by appropriate methods against situations that threaten human health, especially cross infection.
2. Recognizing and naming the units on the dental unit
3. To learn the working principles and mechanisms of the related units
4. Learning daily, weekly, monthly and annual maintenance
5. To learn the aims of sterilization and to fulfill it properly
6. Procedures and treatment approaches to be followed when the patient with AIDS comes

### MMD106 Dental Terminology with Conservative Dental Treatment and Prosthesis Assistant I

- Materials used in Prosthodontics and general dental terminology and dental anatomy.
- Comprehending dental terminology and dental anatomy used in dental treatment
- Informing about the introduction and use of materials used in prosthetic dental treatments and other treatments.
- Perceiving the importance of the integrity of the laboratory and dental clinics in treatment planning in prosthetic dental treatments
- Teaching the subject of cementation, which is of great importance especially in prosthetic dental treatments, by explaining in detail and with practical support.



- In order to assist the physician in a practice or clinic, clinical assistant personnel should know the basic steps of the treatment process and the materials used in these stages in order to assist the physician in the problems that may be encountered.

#### **MMD108 Basic Orthodontics and Patient Care and Protective Dentistry I**

- It is a branch of dentistry where preventive applications are made in order to prevent decay formation in the teeth of people with high risk of caries.
- The correct approach to the patient who comes to the office or to the young patient and the patient's relatives
- The purpose and importance of preventive dentistry
- The importance of support staff in protective applications
- Informing the patient in detail about the planned treatment and the cost of the treatment
- To teach students the methods of asking the treatment fee from the patient.
- In order to be able to assist the physician in a practice or clinic, clinical assistant staff should know the basic issues of the practice management in order to assist the physician in the problems that may be encountered.

#### **MMD110 Oral Surgery and Basic Oral Radiology I**

1. In the surgical procedures to be applied to the patient, the duties of the clinic assistant personnel, the things to be done before and after the operation and the radiological procedures are explained.
2. Approach to the patient undergoing surgery
3. To know which instruments are used in the surgical procedure to be performed, to recognize the instruments and to prepare the patient before the surgical procedure to be performed.
4. Learning patient care before, during and after the operation
5. How to assist the doctor during the operation
6. How is the sterilization and disinfection of the instruments used after the operation and what steps should be followed for this.
7. The features that should be in the dark room, how should the dark room be arranged, how the lighting should be done.
8. How the automatic bath device should be used, how often the solutions should change
9. It is necessary to know the basic issues about the introduction of x-ray devices and how to disinfect them while preparing the bath solution.

#### **MMD150 Summer Internship (30 Working Days)**

- The necessity of auxiliary support personnel in the audlometry department.
- To explain / explain the concept (s) determined
- Raising awareness about the relevant concept (s) and developing it
- To discuss the validity of the concept (s) determined.

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- Developing selected / identified skills
- In-depth / detailed examination of selected topics
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- To develop students' ideas / knowledge / understanding in the context of selected concepts
- Refreshing existing knowledge with students about the determined concept / theory / subjects
- Promoting innovation
- Developing critical thinking

### **CAR100 Career Planning**

Learning career planning and career development models.

To have knowledge about the current labor market conditions.

To have knowledge about interview techniques. Learning how to make an impressive job interview.

To have knowledge about CV, cover letter and methods of preparing thank-you letters.

Preparing a CV to use in job applications

### **III.FALL**

### **MMD201 Dental Terminology with Conservative Dental Treatment and Prosthesis Assistant II**

- Required material description of assistant support personnel in dentistry. To explain / explain the concept (s) determined
- Raising awareness about the relevant concept (s) and developing it.
- To discuss the validity of the concept (s) determined.
- Developing selected / identified skills
- In-depth / detailed examination of selected topics
- To improve the existing knowledge of students about the determined concepts / theories / subjects
- To develop students' ideas / knowledge / understanding in the context of selected concepts
- Refreshing existing knowledge with students about the determined concept / theory / subjects
- Promoting innovation
- Developing critical thinking

### **MMD203 Oral Surgery and Basic Oral Radiology II**

- In the surgical procedures to be applied to the patient, the duties of the clinic assistant personnel, the things to be done before and after the operation, and the effects of radiation on the patient and the practitioner are explained.



- Approach to the patient undergoing surgery
- To know which instruments are used in the surgical procedure to be performed, to recognize the instruments and to prepare the patient before the surgical procedure to be performed.
- Learning patient care before, during and after the operation
- How to assist the doctor during the operation
- Types of anesthesia, complications or effects on the patient
- The benefits and harms of radiation and radiation protection methods
- Parts and operation of x-ray machines
- Patient preparation and x-ray taking

#### **MMD205 Basic Orthodontics and Patient Care and Protective Dentistry II**

Oral health technician or oral health support staff; It is the name of the profession that has started to be mentioned in our country in recent years and will assume the duties of dental nurses, dental assistants or dental-oral hygienists in western countries. In this context, the contribution of the assistant staff in dental practices is of great importance for the success of the treatments. The correct approach to the patient who comes to the office or to the young patient and the patient's relatives Taking pre-treatment anamnesis from both orthodontic cases and cases related to other branches; The purpose and importance of creating a film and photo archive Preparation of preliminary informative documents about the treatment before starting the treatment of the patient and the importance of these documents Importance of archiving patient intraoral models and archiving techniques

#### **MMD207 Term Implementation**

- The necessity of auxiliary support staff in dentistry.
- To explain / explain the concept (s) determined
- Raising awareness about the relevant concept (s) and developing it.
- To discuss the validity of the concept (s) determined.
- Developing selected / identified skills
- In-depth / detailed examination of selected topics
- To improve the existing knowledge of students about the determined concepts / theories / subjects
- To develop students' ideas / knowledge / understanding in the context of selected concepts
- Refreshing existing knowledge with students about the determined concept / theory / subjects
- Promoting innovation
- Developing critical thinking

#### **VSH201 Measurement and Evaluation**

This course aims to provide students with the basic knowledge, concepts, models and skills required for measurement and evaluation. The control of whether students have reached the achievements in educational programs will be realized by using measurement and evaluation techniques effectively. It is an important training need for prospective teachers to learn about the learning deficiencies of students, their degree of achievement, and the assessment and evaluation approaches they will use to decide whether they will continue to a higher education level. This course aims to teach pre-service teachers the basic knowledge, concepts, models and skills required





for measurement and evaluation.

#### IV.SPRING

##### **VSH204 Professional Ethics**

Its a program that directed to information and skills to work suited for ethics rules in work life. Historical development of medicine, medicine principles.

##### **VSH208 Rational Drug Use**

Rational use of drugs: The use of drugs in accordance with the clinical needs of the patients, at an appropriate dose, in a sufficient period of time, at the lowest cost for both themselves and the community. To explain / explain the determined concept (s). To raise awareness about the related concept (s) and to develop it.

##### **VSH210 Quality in Health Services**

In all associate degree departments that include health services, quality in health includes safety, waste, infection, communication, healthcare worker responsibility, medical errors, emergencies, device management, sterilization and disinfection, devices in the hospital. Turkey overview of the health care system, patients employee safety and health quality standards, laid management, prevention of infections, medication management, radiation safety, basic patient rights, healthy communication with patients and their relatives, patient safety in healthcare worker liability, patient safety and medical errors, It includes risk management in health, prevention of falling patients, informing the patient and patient consent, safe drug practices, measurement and evaluation culture in health, material and device management, disaster and emergency management, and information management.

##### **MMD202 Practice Management**

- What is ergonomics?
- In general, ergonomics is a science related to the work of a person and a person. It can be explained as the economical use of human energy in working life, including anatomical, physiological, psychological and mechanical rules.
- If we adapt this explanation to dentistry, we can say that it is the examination of all factors that can affect dental service efficiency and increase the working efficiency.
- The correct approach to the patient who comes to the office or to the young patient and the patient's relatives
- Taking pre-treatment anamnesis from both orthodontic cases and cases related to other branches; The purpose and importance of creating a film and photo archive

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- Preparation of preliminary informative documents about the treatment before starting the treatment of the patient and the importance of these documents
- Importance of archiving patient intraoral models and archiving techniques
- Procedures and treatment approaches to be followed when the patient with AIDS comes
- Informing the patient in detail about the planned treatment and the cost of the treatment
- To teach students the methods of asking the treatment fee from the patient.
- In order to help the physician in a practice or clinic, clinical assistant staff should know the basic issues of the practice management in order to assist the physician in the problems that may be encountered.

#### **MMD204 Practice Care**

- Hygiene in the office. Daily, weekly, monthly maintenance and cleaning rules. Cleaning equipment. Training of the cleaning worker. Preventing work accidents.
- The procedure to be followed when the patient with AIDS comes and the cleaning after the patient.
- Providing the necessary sterilization and disinfection of the dental unit
- Failure to provide sterilization and disinfection of the materials used
- Periodic maintenance in the office.

#### **MMD206 Term Implementation**

- The necessity of auxiliary support staff in dentistry.
- To explain / explain the concept (s) determined
- Raising awareness about the relevant concept (s) and developing it.
- To discuss the validity of the concept (s) determined.
- Developing selected / identified skills
- In-depth / detailed examination of selected topics
- To improve the existing knowledge of students about the determined concepts / theories / subjects
- To develop students' ideas / knowledge / understanding in the context of selected concepts
- Refreshing existing knowledge with students about the determined concept / theory / subjects
- Promoting innovation
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