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DENTAL COUNCIL OF INDIA

NOTIFICATION

New Delhi, dated 10th October, 2007.

DENTAL COUNCIL OF INDIA REGULATIONS

**For the Maintenance of Minimum Educational
Standard for Dental Operating Room Assistant**

Approved by the G.O.I. vide letter No.V.12025/19/2006-dE dt. 6-7-2007

Dental Operating Room Assistant is a person, not being a Dentist or Medical Practitioner; who assists the Dental Surgeon in sterilizing & at the chair side by supplying instruments, handling various dental materials & medicines as required by the Dental Surgeon.

In order to regularize and standardize the conferment of the qualification for Dental Operating Room Assistant, it is prescribed that :-

1. The Institutions wishing to start diploma courses for Dental Operating Room Assistant should seek prior approval of the Dental Council of India. However following institutions of Armed Forces Medical Services, running this course as per Defence Service Qualification Regulations 1958, will be considered recognised to conduct this course with retrospective effect, from the year of commencement of this course in these institutions.

- (a) Command Military Dental Centre (CC), Lucknow
- (b) Command Military Dental Centre (WC) Chandimandir
- (c) Command Military Dental Centre (SC) Pune
- (d) Command Military Dental Centre (EC) Kolkatta
- (e) Command Military Dental Centre (NC) Udhampur
- (f) Army Dental Centre (R&R) Delhi Cantt.
- (g) Naval Institute of Dental Sciences, Mumbai
- (h) Air Force Institute of Dental Sciences, Bangalore
- (j) Armed Forces Medical College, Pune.

The following para has been inserted in terms of (1st Amendment) notification published on 26.07.2010 in the Gazette of India and the same is as under:-

Notwithstanding anything contained in the Principal Regulations, the Dental Operating Room Assistant Course, with a maximum of 20 seats in an academic year, can be started in a recognized dental college or in a dental college which has got the permission from the Central Government for 3rd year BDS course onwards.

2. The course of studies should extend over a period of two academic years and lead to the qualification of Dental Operating Room Assistant diploma awarded by a ~~University~~/Technical Body of the Armed Forces Dental services.

The above word 'university' be replaced by the word 'concerned institution' in terms of (1st Amendment) notification published on 26.07.2010 in the Gazette of India.

3. A separate course shall be arranged for the training of Dental Operating Room Assistant by the Institutions.

4. For the purpose of establishment of uniformity in Dental Education in this course throughout India, it is necessary that the course of instructions to be pursued in all the institutions should be standardised. To achieve this:-

- (i) a candidate should be at least 17 years of age at the time of admission or within 3 months of it, and should be medically fit.
- (ii) a candidate must have passed at least 10+2 with Biology as a subject from a recognised Board/University or an equivalent qualification.

5. The course of study and regulations for the certificate Examination and the Syllabus to be followed in each subject has been drawn up and appended.

6. Minimum Requirements for Institutions Imparting Training for Dental Operating Room Assistant

(1) The minimum hours devoted to the under mentioned subject shall be as follows :-

Primary

S.No.	Subject	Periods				Total
		L	LD	PD	P	
1	Anatomy (General)	50	100			150
2	Physiology & Histology (General)	20	40			60
3	Pathology & Bacteriology	30	70			100
4	Basic Nursing training	50	50	70	100	270

5	Basic life support, CPR	02	02	02	06	12
6	Asphyxia	02	02		02	06
7	Shock	02	02	02	02	08
8	Sterilisation, disinfection and method for control of spread of diseases	16	16	16	32	80
9	Bio- Medical waste management	03	03	04	12	22
10	Basic computer trg, including patient records & OPD management system	36	12	06	20	66
11	Food and Nutrition	10	-	06	10	26
12	Office assistance, Practice	20	20	10	30	80
Grand Total						880

Final

S.No.	Subject	Periods				Total
		L	LD	PD	P	
1.	Oral Anatomy & physiology	14	04	-	03	21
2.	Diseases of teeth and gums	04	02	-	-	06
3.	Materia Medica	05	-	09	20	34
4.	Dental Surgery Routine	26	26	12	301	365
5.	Dental laboratory routine	03	09	04	40	56
6.	Surgical assistance in minor and major OT, BTLS and equipment with maintenance	05	11	21	148	185
7.	Dental equipment and stores	06	01	-	24	31
8.	Dental documentation and office procedures	10	06	-	105	121
9.	Dental Radiography	05	02	04	20	31

10	Dental jurisprudence and Ethics	03	-	-	-	03
11.	Miscellaneous				103	103
Grand Total						956

L – Lecture

LD – Lecture Demonstration

PD – Practical Demonstration

P – Practical

(2) The classes in different subjects of the curriculum should be taught exclusively for this course.

(3) There should be at least one Instructor for every 10 students working in the clinic at any given time.

(4) There should be at least one Instructor for every 20 students working in the technical Laboratories at any given time.

(5) For the teaching of dental subjects, no persons except those holding recognized dental qualifications shall be employed as Instructors. For Clinical and Practical demonstrations persons holding recognized 'Dental operating room Assistant' diploma shall be eligible.

(6) The institution imparting training in this course must be in possession of the following minimum requirements :-

- (i) One histopathology laboratory equipped with sufficient number of microscopes for demonstration purposes.
- (ii) Sufficient class rooms of which, at least one must be equipped with a OHP for projection, a computer preferably with LCD.
- (iii) Sufficient technical laboratories so that each student is provided with suitable facilities required for the course.
- (iv) A suitable professional library should be available to the students.

7. Staff :

Assistant Professor	Full time
Demonstrator	Full time
Other Staff	As required

Note : Appropriate Department to train Dental Operating Room Assistant course. In case of any difficulty in providing separate deptt., it may be clubbed with some other department. In case of Armed forces institutions, a specialist officer with more than 10 years of service may be employed in lieu of Assistant Professor and a dental officer with more than 5 years of service in lieu of Demonstrator.

II. THE DENTAL OPERATING ROOM ASSISTANT (GRANT OF DIPLOMA REGULATIONS)

In exercise of the powers conferred by sub-section (1) read with clause (g) and (h) of sub-Section (2) of Section 20 of the Dentists Act 1948 (XVI of 1948) the Dental Council of India hereby make, the following REGULATIONS, the same having been approved by the Central Government namely :-

These Regulations may be called the:

DENTAL OPERATING ROOM ASSTT (GRANT OF DIPLOMA) REGULATIONS

1. An Examination for the grant of Diploma of Dental Operating Room Assistant shall be conducted by a Board of Examiners appointed by the ~~university~~/institutions* imparting training for qualification of Dental Operating Room Assistant (*Armed Forces institutions only with approval of DGDS) and that at least one of the Examiners must be external from outside that institution.

The above word 'university' be replaced by the word 'concerned dental institution' in terms of (1st Amendment) notification published on 26.07.2010 in the Gazette of India.

Note : Qualifications/eligibility for appointment as an Examiner for Dental Operating Room Assistant examinations:

- a) Should be registered in Part `A' of the Dentists Register maintained under the Dentists Act 1948, and
- b) That medical persons teaching medical subjects may be appointed as examiners for medical subjects even though they are not registered under the Dentists Act 1948,
- c) Should be an active teacher of the concerned course or in the concerned subject/s at a recognized dental/medical Institution.

2. The examination shall be held twice a year, on such dates as may be fixed. For Armed forces institutions, the examination may be held in the last week of the scheduled course.

The Examination shall consist of two parts :

- (1) Primary and
- (2) Final Certificate Examination.

THE PRIMARY EXAMINATION

- I. The Examination shall be open to any student who-
 - (a) has been enrolled during one academic year preceding the examination in an institution recognized by the Dental Council of India for this purpose.

- (b) Has passed 10+2 examination not less than one academic year preceding the examination of a recognized Board/University taking Biology subject or equivalent recognised qualification.
- (c) Has his/her name, submitted to the Board of Examiners, by the Head of the institution in which he/she is enrolled.
- (d) Produces the following Certificates signed by the Head of the institution :-
 - i) of good character
 - ii) of having attended not less than seventy five per cent of the full course of lectures delivered and practicals/demonstration/clinical conducted in each of the subjects of examination :

Provided that the head of the Institution shall have power to exclude any candidate from the examination if he is satisfied that such a candidate is not a fit person to be admitted thereto.

- 2. Every candidate shall forward his/her application to the Examining Body by a date fixed by that Body, accompanied by the prescribed fee. A candidate who fails to pass or present himself/herself for examination shall be entitled to claim a refund to the fee.
- 5. Every candidate shall be examined in the following subjects comprising of three papers as follows :-

- Paper I. Anatomy, Physiology, Histology, Pathology & Bacteriology
- Paper II. Basic Nursing
- Paper III Computer, Office Management, Bio-Medical Waste Disposal & Sterilisation

Marks for each of the papers shall be as under :-

Written	:	100
Oral	:	50
Practical	:	50
Total	:	<u>200</u>

Each written paper shall be of three hours.

- 6. Every candidate shall be required to take up all subjects of the examination. A candidate failing in any paper or papers of this examination before being permitted to re-appear at the subsequent examination, shall have to pass the examination which he/she had failed to clear.

A candidate, who passes in any one or more papers under examination shall be exempted from appearing in which he/she has passed and shall be allowed to re-appear in the rest in which he/she has failed in any subsequent examination within a period of two years. After two years the candidate will have to appear in all the papers of this examination.

7. The minimum number of marks required to pass the examination shall be fifty per cent in each paper both in the (i) written and oral and (ii) practical parts of the examination. A candidate will have to clear both the oral and practical separately.

Candidates who obtain minimum of seventy five per cent of the marks in any paper shall be declared to have passed with distinction in a particular subject(s). Candidates who do not pass in all the papers of the PRIMARY EXAMINATION at one and the same time shall not be declared to have passed with 'distinction'.

8. As soon as possible after the examination, the Board of Examiners shall publish a list of candidates who have passed. Each successful candidate shall be granted a PRIMARY CERTIFICATE.

Note: Examination conducted for Nursing Asstt. Class III course in Armed forces institutions will be considered equivalent to this examination.

THE FINAL DIPLOMA EXAMINATION

9. This examination shall be open to any student who-
- (a) has been enrolled during one academic year preceding the examination in an institution approved by the Dental Council of India for the purpose;
 - (b) has previously passed the Primary Examination for the Certificate of Dental operating room assistant :
 - (c) has his/her name submitted to the Board of Examiners by Head of the institution in which he/she is enrolled;
 - (d) Produces the following certificates signed by the Head of the Institution :-
 - (i) of good character
 - (ii) of having attended not less than seventy five percent of the full course of lectures delivered and practicals/ demonstration & clinical conducted in each of the papers of the examination;
 - (iii) of having passed the 'PRIMARY EXAMINATION' in all papers:

Provided that the Head of the Institution shall have power to exclude any

candidate from the examination if he is satisfied that such candidate is not a fit person to be admitted thereto.

10. Every candidate shall forward his/her application to the Examining Body by a date fixed by that Body accompanied by the prescribed fee. A candidate who fails to pass or present himself/herself for examination shall not be entitled to claim a refund of the fee.

11. Every candidate shall be examined in the following subjects comprising of three papers as follows :-

Paper I : Oral Anatomy & physiology, Diseases of teeth and gums & Dental materials

Paper II : Operating Room Technique Chair side assistance, Dental lab routine

Paper III : Minor and Major surgical assistance with the concept of BTLS

Dental radioimaging

Dental Ethics & Jurisprudence

Orientation in Dentistry.

Marks for each on the papers shall be as under :-

Written	:	100
Oral	:	50
Practical	:	50
Total	:	<u>200</u>

Each written paper shall be of three hours.

12. Every candidate shall be required to take up all papers of the examination. A candidate failing in any paper or papers of this examination before being permitted to reappear at the subsequent examination, shall produce evidence of having pursued such a course of training as the Head of the institution may determine.

A candidate, who passes in any one or more papers under examination shall be exempted from appearing in which he/she has passed and shall be allowed to re-appear in the rest in which he/she has failed in any subsequent examination within a period of two years. After two years the candidate will have to appear in all the papers of this examination.

13. The minimum number of marks required to pass the examination shall be fifty per cent in each paper both in the (i) written and oral and (ii) practical parts of the examination. A candidate will have to clear both the oral and practical separately. Candidates who obtain minimum of seventy five per cent of the marks in any paper shall be declared to/have passed with distinction in a particular subject. Candidates who do not pass in all the papers of the FINAL EXAMINATION at one and the same time shall not be declared to have

passed with 'distinction'.

14. As soon as possible after the examination the Board of Examiners shall publish a list of the candidates who have passed. Each successful candidate shall be granted a certificate of FINAL EXAMINATION.

Note : Examination conducted for Dental Operating Room Assistant Class II course in Armed forces institutions will be considered equivalent to this examination.

III. SYLLABUS BASIC COURSE FOR DENTAL OPERATING ROOM ASSISTANT COURSE

1. Following subjects will be taught:
 - (a) Florence Nightingale's basis of nursing care.
 - (b) Tour and upkeep of the dental centre, operatory and various departments.
 - (c) Operatory discipline and discipline of the patients
 - (d) Admission procedure to MI Room and wards
 - (e) Manipulation of stretcher cases.
 - (f) Basic Trauma Life Support.
 - (g) Anatomy
 - (i) Tissues of the body
 - (ii) Musculoskeletal system of the head and neck
 - (iii) Circulatory, Respiratory and Nervous System.
 - (iv) Skin and organs of special senses (eye, ears, nose and tongue
 - (h) Physiology
 - (i) Circulatory System
 - (ii) Digestive System
 - (iii) Respiratory System
 - (iv) Endocrine System
 - (v) Renal Function
 - (i) Elementary Microbiology
 - (j) First Aid and Bandaging
 - (k) Basic life support, CPR
 - (l) Asphyxia
 - (m) Shock
 - (n) Sterilization, disinfections and methods for control of spread of diseases
 - (o) Basic Computer trg of 2 weeks:
 - (p) Introduction to computers, Computer Hardware (CPU), Input

Devices, Storage Media, Output Devices, Printers & Other Peripherals

- (q) Computer software-Windows (Introduction)
- (r) Application Packages: MS DOS & Windows 2000, MS Word, Power point, Excel & Access.
 - (i) Introductory class on other packages
 - (ii) Security
- (s) Introductory class on use of computers in hospitals.

IV. SYLLABUS MAIN COURSE FOR DENTAL OPERATING ROOM ASSISTANT

Oral Anatomy & physiology (Elementary)

1. Bones of the Skull, Maxilla and Mandible.
2. Oral cavity-Lips, tongue, pharynx & teeth.
3. Structure of teeth & surrounding tissues.
4. Dentition : temporary and permanent.
5. Nerve and blood supply of teeth & other soft tissues of the oral cavity.
6. Muscles of mastication & facial expression.
7. Saliva & control of excessive secretion in Dental Surgery.
8. Blood : RBC, WBC, Plasma.
9. Blood coagulation, Bleeding & clotting time and blood groups.

Diseases of Teeth & Gums (Elementary)

1. Dental caries.
2. Pulp diseases, Alveolar abscess and cellulites.
3. Periodontal diseases, Gingivities/Periodontitis.
4. Attrition, Abrasion, Erosion and Fluorosis of teeth.

Diseases of concern in dental practice (Communicable)

1. Aids
2. Hepatitis

Materia Medica

1. Materials/Drugs and their uses in dental surgeries-abundants and astringents.
2. Preparation of solution in different percentages used in dental surgery.
3. Antiseptics & mouth washes.

Dental Surgery routine

1. Duties of DORA
2. Personal Hygiene & Reception of patients.
3. Surgery upkeep & maintenance.
4. Infection control in dental practice.
5. Sterilisation of instruments, trays, dressings and various other items used in dental surgery. Asepsis & antiseptic methods used.
6. Care of patients in Shock & Syncope in dental chair.
7. Operation theatre technique & present concept in assistance.
8. Preparation of patients for general and local anaesthesia.
(Premedication and after care).
9. Preparation of Pathological specimen from the mouth for dental museum/lab investigation.
10. Dental emergencies & their management.
11. Home care after extraction, filling & denture insertion.
12. Oral hygiene & brushing technique.
13. First aid management & transportation of maxillofacial injury cases.
14. Layout of instrument trolleys for
 - Surgical ext of teeth.
 - Alveolectomies & Apicoectomies
 - Fracture jaws.
 - Endodontics.
 - Gingivectomies, Mucoperiosteal flaps.
 - Denture work.

Radiography

1. X-Ray machine, its components and maintenance.
2. X-Ray films, methods of exposure, developing and fixing.
3. Hazards of X-Ray radiation & methods of prevention.
4. Dental radiography – Dental films, their mounting and records keeping.

Dental lab procedures

1. Dental materials & their manipulation : Restorative materials, Impression materials and Acrylic resins.
2. Various types of fixed & removable or the appliances used.
3. Materials used in Maxillofacial and Surgical prostheses.

Maxillofacial Surgery

1. Fracture Mandible & Maxilla – Main characteristics.
2. Maintenance of oral hygiene in fracture jaw cases and periodical attendance of maxillofacial injury cases during post op. period in ward.
3. Nutrition, feeding & transportation of fracture jaw cases.

Dental equipment and stores

1. Recognition and knowledge of various Dental equipment and stores used in Dental establishments.
2. Organisation of Dental stores. Storage, accounting and issue of Dental stores.
3. Handling and Maintenance of dental items.
4. Assembly and minor repair to dental equipment.
5. Poisonous drugs–storage & labeling; Short life items & their care, turnover.

Note : Candidates in Armed Forces institutions will also be given knowledge of PVMS (Priced Vocabulary of Medical Stores). Provision of stores in dental surgeries/dental section and indenting procedures from AFMSDs.

Dental Documentation & office procedures

1. Knowledge about layout & upkeep of waiting rooms.
2. Registration of cases & Scheduling of appointments.
3. Dental treatment record maintenance & abbreviations for recording treatment.
4. Dental statistics including collection of Dental health information and its communication.

Note : Candidates in Armed Forces Institutions will also be taught preparation of Quarterly summary of dental treatment. Dental records in dental centres/sections (AFMSF-140,141 and priority books). Repayment cases/ payment cases : charges and maintenance of Register.

Dental Jurisprudence & Ethics

1. History of Dentistry.
2. Professional ethics
3. Legal implication in dental practice.

Maj. Gen. (Retd.) P.N. AWASTHI, Secy.
[No.ADVT/III/IV/Exty./98/07]