



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

## **SUMMARY ACCREDITATION REPORT**

**School of Dental Surgery Assistants of  
the Prince Philip Dental Hospital**

**Learning Programme Re-accreditation**

**Diploma in Dental Surgery Assisting**

**September 2016**

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

## 1. Introduction

- 1.1 School of Dental Surgery Assistants is a training school under the Prince Philip Dental Hospital. The Prince Philip Dental Hospital is a government subvented organisation under the management of an independent statutory Board of Governors appointed by the Chief Executive, HKSAR.
- 1.2 Based on the Service Agreement, HKCAAVQ was commissioned by the School of Dental Surgery Assistants of the Prince Philip Dental Hospital (菲臘牙科醫院轄下的牙科手術助理員學院) (the Operator) to conduct a Learning Programme Re-Accreditation exercise to assess and determine whether the "Diploma in Dental Surgery Assisting" continues to achieve the stated objectives and meet the Qualifications Framework (QF) standard at QF Level 3.
- 1.3 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit took place on 11 July 2016.

## 2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, HKCAAVQ makes the following accreditation determination:

Approval

<b>Name of Operator(s)</b>	School of Dental Surgery Assistants of the Prince Philip Dental Hospital 菲臘牙科醫院轄下的牙科手術助理員學院
<b>Name of Award Granting Body</b>	The Prince Philip Dental Hospital 菲臘牙科醫院
<b>Title of Learning Programme</b>	Diploma in Dental Surgery Assisting 牙科手術助理員文憑
<b>Title of Qualification(s) (Exit Award(s))</b>	Diploma in Dental Surgery Assisting 牙科手術助理員文憑

<b>Primary Area of Study and Training</b>	Medicine, Dentistry and Health Sciences
<b>Sub-area (Primary Area of Study and Training)</b>	Dentistry
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 3
<b>QF Credits</b>	180
<b>Mode(s) of Delivery and Programme Length</b>	Full-time: 1 year, Part-time: 2 year 1796 notional learning hours (including 1568 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	8 December 2016 to 7 December 2019
<b>Number of Enrolment(s)</b>	Not applicable
<b>Maximum Number of New Students</b>	Maximum of 36 learners per year Maximum of 36 learners per class
<b>Specification of Competency Standards Based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This programme includes Clinical Practicum for 110 QF credits to be conducted throughout the studies.
<b>Address of Teaching/ Training Venue(s)</b>	The Prince Philip Dental Hospital, 34 Hospital Road, Sai Ying Pun, Hong Kong 菲臘牙科醫院香港西營盤醫院道 34 號

Requirements	Date of Fulfilment
<p>1. The Operator is to review and revise the programme structure and contents with clear sequence of teaching and appropriate time allocation for contact hours so as to ensure students having adequate knowledge and skills to undertake the clinical practicum and achieve the learning outcomes.</p> <p>The Operator is to include some relevant contents such as occupational safety &amp; health and positioning of x-ray films to the programme in order to meet the practice requirements and programme objectives.</p> <p>The Operator is to submit the relevant documents to HKCAAVQ on or before <u>30 April 2017</u>.</p>	30 April 2017
<p>2. The Operator is to review the clinical teaching assignment and ensure that all assigned clinical teaching staff must have relevant qualifications, industry experience and training experience to undertake the clinical supervision or teaching duties.</p> <p>The Operator is to submit the teaching assignment with designated clinical teaching staff in each discipline to the HKCAAVQ on or before <u>30 April 2017</u>.</p>	30 April 2017

Recommendations
<ol style="list-style-type: none"> <li>1. The Operator should refine and align the Programme Objectives and the Programme Intended Learning Outcomes in order to provide clear and coherent information to students.</li> <li>2. The Operator should provide relevant support to the clinical teaching staff including training workshop on teaching &amp; learning and student assessment so as to ensure the consistency of teaching and marking of assessment.</li> <li>3. The Operator should establish a support scheme to assist students during their clinical practicum.</li> </ol>

### 3. Programme Details

The following is the programme information provided by the Operator.

#### 3.1 Programme Objectives

##### Aims of the Course

- Through high-quality levels of training and instruction, provide students with safe, competent marketable skills, in providing efficient assistance to members of the Dental team;
- To encourage students to be aware of their responsibilities to themselves and the patients in their care, through knowledge of legal and ethical considerations; and
- To encourage participation in local and international dental assisting organization as a means of enhancing their professionalism and continuing their education as lifelong learners.

##### Objectives of the Course

- Understand the role of the dental surgery assistant within dental practice;
- Assist the dentist at the chairside with the care of patients before, during and after treatment;
- Have a knowledge of the two major dental diseases within the appropriate context and to teach this to groups;
- Teach groups the causes of these dental diseases, with particular emphasis on the dietary habits which pre dispose to them;
- Instruct groups / individuals in oral cleansing techniques and supervise such groups/individuals practicing preventive measures;
- Organise the administration associated with an individual operatory or surgery (as distinct from that of an entire practice complex);
- Perform high quality infection control procedures in the clinical areas, including appropriate cleansing, disinfection and sterilization techniques;
- Carry out certain simple laboratory procedures such as the casting and trimming of study models and the fabrication of special trays; and
- Develop and mount radiographs.

#### 3.2 Programme Intended Learning Outcomes

Upon completion of the Programme, learners should be able to:

- Assist the dentist at the chairside with the care of patients before, during and after treatment;
- Apply knowledge of infection control in the maintenance of the dental clinic;
- Instruct groups / individuals in oral cleansing techniques and supervise such groups/individuals practicing preventive measures; and
- Organise the administration associated with an individual operatory or surgery.

#### 3.3 Programme Structure

<b>Module Title</b>	<b>QF Credit</b>
Basic Science	
Professional Core in Dentistry	

Revision and Exams	
Clinical Skills -Theory and demonstration	
Clinical Practicum	
Generic Skills	
First Aids	
<b>Total</b>	<b>180</b>

### 3.4 Graduation Requirements

- Passing marks 50% in all examinations in the final examination. If any part is less than 50% then the student is allowed to take the supplementary examination on the part they failed. The student has to pass all parts of the supplementary examination.

### 3.5 Admission Requirements

- Five (5) subjects, including English Language, attaining Level 2 or above in HKDSE\* or equivalent; **or**
  - \* *Apart from English Language, the other four (4) subjects could be:*
    - “Attained” in Applied Learning (ApL) subjects [subject to a maximum of two (2) ApL subjects], or
    - Grade E in other language subjects.
- Five (5) subjects, including English Language<sup>#</sup>, attaining Grade E/ Level 2 or above in HKCEE, or equivalent; **or**
  - <sup>#</sup>*For English Language (Syllabus A) in pre-2007 HKCEE, only Grade C or above will be considered.*
- Full Project Yi Jin Certificate/Diploma; **or**
- Aged 21 or above at the start of the commencing academic year; **or**
- Minimum one-year full-time working experience as a Dental Surgery Assistant.

## 4. Appeal

- 4.1 If the Operator is aggrieved by the determination made in this accreditation report, then pursuant to Part 3 of the Accreditation of Academic and Vocational Qualifications Ordinance (AAVQO) (Cap 592) the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this accreditation report. Please refer to Cap. 592A (<http://www.legislation.gov.hk/eng/home.htm>) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at <http://www.hkqf.gov.hk>.

## 5. Substantial Change

- 5.1 The accreditation status of the learning programme(s) will lapse upon the expiry of the validity period or HKCAAVQ may withdraw the accreditation status at any time during the validity period if there are substantial changes made to the programme(s) that have not been approved by HKCAAVQ. Please refer to the ‘*Guidance Notes on Substantial Change to Accreditation Status*’ in seeking approval for proposed changes. The Guidance Notes can be downloaded from the HKCAAVQ website.

## **6. Qualifications Register**

- 6.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the Qualifications Framework (QF). Operators should apply separately to have their quality-assured qualifications entered into the QR.
- 6.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification uploaded in the QR will be considered to have acquired a qualification recognised under the QF.

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