



## DISCIPLINE SHEET

### 1. Study programme

1.1.	<b>"CAROL DAVILA" UNIVERSITY OF MEDICINE AND PHARMACY BUCHAREST</b>				
1.2.	<b>FACULTY OF DENTISTRY</b>				
1.3.	<b>DEPARTMENT: 2<sup>nd</sup> DEPARTMENT</b>				
1.4.	<b>DISCIPLINE: Scientific research methodology-ergonomics</b>				
1.5.	<b>STUDY DOMAIN: Health, sectoral regulated within the European Union</b>				
1.6.	<b>STUDY LEVEL: I (Bachelor's degree) and II (Master's degree)</b>				
1.7.	<b>STUDY PROGRAMME: DENTAL MEDICINE IN ENGLISH</b>				

### 2. Discipline

2.1.	<b>Discipline name according to the study curriculum:</b> DENTAL OFFICE - GENERAL PRESENTATION				
2.2.	<b>Discipline code:</b> MD02OP18EN				
2.3.	<b>Discipline type (FD/SD/CD):</b> -				
2.4.	<b>Discipline optionality (COD/ED/FAD):</b> ED				
2.5.	<b>Lectures tenure:</b> Cristina Pirvu, Lecturer; Cristina Preoteasa, Assoc Prof				
2.6.	<b>Practical classes / seminar tenure:</b> Anca Axante, Teaching assistant; Cristina Pirvu, Lecturer; Cristina Teodora Preoteasa, Assoc Prof				
2.7. Year of study	III	2.8. Semester	III	2.9. Evaluation (E/C/V)	C

### 3. Estimated total time (hours/ semester of teaching and training activity /individual study)

<b>I. University training</b>						
3.1. Number of hours per week	2	from which:	3.2. lecture	1	3.3. practical class/ seminar	1
3.4. Total hours in the study curriculum	28	from which:	3.5. lecture	14	3.6. practical class/ seminar	14
<b>II. Preparation/ individual study</b>						
<b>Time distribution</b>						<b>hours</b>
<b>Study of lecture materials, textbooks, books, study of the minimum recommended bibliography</b>						10
<b>Additional documentation activity in the library, on online platforms</b>						8
<b>Specific preparation activities for projects, practical classes, preparation of assignments, reports</b>						8
<b>Preparation for presentations or evaluations, preparation for the final examination</b>						2
<b>Tutoring activity</b>						2
<b>Other activities</b>						2
<b>3.7. Total hours of individual study</b>						32
<b>3.8. Total hours per semester (3.4.+3.7.)</b>						60
<b>3.9. Number of credits</b>						2

#### 4. Prerequisites (where appropriate)

<b>4.1. curriculum</b>	
<b>4.2. proficiencies</b>	

#### 5. Conditions (where appropriate)

<b>5.1. for lecture activity</b>	Minimum 50 seats conference hall, laptop, video projector, internet and scientific database access
<b>5.2. for practical class/ seminar activity</b>	Dental offices appropriate equipment and devices for exemplifications practical applications.

#### 6. Learning outcomes\*

Knowledge	Skills	Responsibility and autonomy
<p>C1 - Knowing the particular aspects of dental offices, in regard to aim, requirements, mandatory and optional equipment, in accordance with the specifics of the activity</p> <p>C2 - be able to indicate various types of dental offices and list their minimum equipment</p> <p>C3 - be able to describe the dental unit and present its characteristics</p> <p>C4 - be able to identify and classify the instruments used in dental practice</p> <p>C5 - Knowing of training, roles and interactions of people working in a dental office.</p> <p>C6 - Knowing basics of activity flow in the dental office and on collaboration with other units (e.g., dental laboratories, dental imaging centers).</p> <p>C7-to know the documentation necessary for dental work and to describe ways of managing data</p> <p>C8-to be able to present the types of external collaborations of the dental office</p> <p>C9- to explain how digital dentistry has changed the characteristics of current practice</p>	<p>A1 - Ability to state general coordination of the dental office, as general and specific requirements, equipment, instruments, materials, characteristics of the staff working in a dental office</p> <p>A2 - Ability to do a critical appraisal of a dental office, considering aspects linked to specifics of the activity, requirements, opportunities and constraints</p> <p>A3 - the student can use the dental unit, knowing the usual commands</p> <p>A4 - the student can recognize and use the dental consultation and partial treatment instruments</p> <p>A5 - the student can complete some documents necessary in dental practice and manage medical data</p> <p>A6 - the student has acquired communication skills with the office staff and external partners</p> <p>A7 - the student is able to communicate in new terms, specific to digital dentistry</p>	<p>RA1- the student can manage, under supervision, simple dental procedures</p> <p>RA2- the student knows how to complete the documentation necessary for dental medical practice</p> <p>RA3- the student communicates effectively with the clinic staff and external collaborators</p> <p>RA4- the student shows openness and curiosity towards everything that digital dentistry offers</p> <p>RA5 - Communication, teamwork, critical thinking, problem-solving skills, in the context of training in the medical and dental field</p> <p>RA6 - Proving preoccupation for professional development</p> <p>RA7 - Proving interest for participation in activities in the dental office</p>

## 7. Discipline objectives (correlated with learning outcomes)

<b>7.1. General objective</b>	Knowing the features of a dental office, as a particular and distinct type of medical care unit
<b>7.2. Specific objectives</b>	<p>Knowing the structure of a dental office, as general features, equipment, instruments and other</p> <p>Knowing the particularities of functioning of a dental office.</p> <p>Understanding of specific roles of dental team members form the dental office, and pattern of external collaboration with external units e.g., dental laboratory.</p> <p>Developing basic skills and abilities needed for participating in the dental office activities.</p>

## 8. Contents

<b>8.1. Lecture</b>	<b>Teaching methods</b>	<b>Observations</b>
1. Dental office – aim; general and specific features	Lecture, interactive presentation, power point video presentation	
2. Mandatory and optional large dental equipment e.g., dental unit and dental chair, stools, dental microscope		
3. General presentation and use of dental instruments and materials		
4. Human resources of the dental office – roles and professional training		
5. External collaborations during the activities of dental offices (e.g., with dental laboratories, dental imaging centers, other medical care units)		
6. Data management in the dental office and the impact of digitalization and the use of artificial intelligence on the activity in the dental office		
7. Workflows in dental activity and resource management		

### Recent bibliography:

1. Lectures, version for 2025-2026 academic year - available on discipline's domain of Google Classroom
2. Preoteasa CT, Pirvu, CF Axante A., Enache AM, Preoteasa E. (2017). Four-handed dentistry- tasks of team members and general rules for instrument transfer. *Romanian J Oral Rehab*, 9(4), 61-65.
3. Dietz, F.J., Ettl, R., *Essentials of Dental Medicine*, Springer, (2021), 1st Edition, ISBN 978-3-030-75509-0.
4. Hollins, C., *Basic Guide to Dental Procedures*, Wiley-Blackwell, (2021), 2nd Edition, ISBN 978-1-119-70565-7.
5. Mitchell, D.A., Mitchell, L., *Oxford Handbook of Clinical Dentistry*, Oxford University Press, (2022), 7th Edition, ISBN 978-0-19-967985-0.

<b>8.2. Practical classes/ seminar</b>	<b>Teaching methods</b>	<b>Observations</b>
1. General presentation of the dental office and the relation between functional	Practical and theoretical applications using conventional	

compartments (with waiting room, sterilization room and others)	and digital frameworks, working individually or in micro groups, case studies, debates in a dental office	
2. Presentation and exemplification of use of mandatory and optional large dental equipment e.g., dental unit, stools, dental microscope		
3. Presentation and exemplification of use of dental instruments and materials frequently used in the dental office.		
4. Presentation of the members of in-office dental team – training, roles, rights and obligations		
5. Case studies of external collaboration with external units e.g., dental laboratory, dental imaging centers		
6. Dental office workflow (I) – preparation of the dental office; performing an oral examination		
7. Dental office workflow (II) – exemplification and complete/partial application of dental procedures (e.g., impression taking; application of dental filling with usage of rubber-dam as isolation method)		

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## 9. Assessment

Activity type	9.1. Evaluation criteria	9.2. Evaluation methods	9.3. Percentage of final grade
<b>9.4. Lecture</b>	Knowledge and use of medical terminology correctness, the ability to correlate and summarize information.	Oral examination	70%

<b>9.5. Practical classes/seminar</b>	The ability to apply theory in practical skills (Assessment of a proposal for the title, plan and research protocol developed for a dissertation thesis)	Oral examination	30%
<b>9.5.1. Individual project (if any)</b>			
<b>Minimum performance standard</b>			
Grade for each evaluation- 5 minimum			
Knowledge of the basic elements regarding the dental office regarding, i.e. mandatory dental equipment and instruments, coordinates of the workflow in the dental office.			