

Manor College  
Department of Dental Hygiene  
**Local Anesthesia for the Dental Hygienist**

**General Information**

Manor College Dental Hygiene Program is proud to offer a training course to prepare licensed dental hygienists for certification in administering local anesthesia. This course has been approved and satisfies the didactic and lab experiences required by both the PA and NJ State Boards of Dentistry regarding administration of local anesthesia for dental hygienists (NJ approval No: 11-225).

Participant is required to complete the registration form and mail it with the necessary payment and supporting documentation to the address shown at the top of the registration form. A completed registration form (with full payment and documents) is required to reserve a seat in the training course. Registration is accepted on a first come basis. Registration is **not** complete without supporting documentation and full payment.

**Goal**

To provide the necessary knowledge and skills to successfully complete the training course and to apply for a state license to administer local anesthesia in approved clinical settings.

**Required Textbook**

Bassett, K., DiMarco and Naughton, D. (2010). *Local anesthesia for dental professionals*. Upper Saddle River, NJ: Pearson. ISBN 978-0131589308

Participant is expected to purchase the textbook and bring it the first day of class. It is strongly recommended the student begin to read the first several chapters of the textbook prior to the first day of the class.

Lecture outlines, copy of PowerPoint slides and other handouts will be provided.

**Attendance**

Attendance mandatory for the entire course.  
No credit will be awarded for partial completion of the course.

Upon successful completion of the clinical competencies and written final examination, the participant will be issued a certificate of completion and eligible to apply for a state license to administer local anesthesia. Certification is **not** guaranteed.

Note: The training course is NOT eligible for continuing education credits in PA.

**Tuition**

\$1275 for the 4 session course. *Lunch is on the student's own time.*

**Class Size**

Class size is limited to allow for direct faculty supervision.

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**Requirements**

The following documents are due at the time of registration:

1. Copy of current dental hygiene license to practice in Pennsylvania or NJ\*
2. Copy of current liability insurance policy\*
3. Copy of current CPR for Healthcare Providers\*
4. Copy of a current valid drivers license (with photo)\*

\*must remain in effect for the duration of the course

The following documents are due prior to the first day of class:

5. Signed (complete and accurate) medical history form
6. Signed informed consent form and photo consent

**Participants who fail to submit the required documentation as stipulated will be disqualified from participating in the course and will not be issued a refund.**

**Supplies**

The Dental Hygiene Program will provide the necessary disposable items for the clinical component of the course.

Participant is required to provide a suitable lab coat, scrub set, socks, clinical shoes, safety glasses and dental supplies. The Dental Hygiene Program adheres to OSHA/CDC/ADA guidelines for safety and infection control.

These items are due the first day of class:

1. Bassett textbook
2. Scrubs, lab coat, ankle-length socks, and clinic shoes.
3. Safety glasses with protective side shield.
4. Mirror and locking pliers or hemostat (sterile and **marked**)
5. Two aspirating syringes (sterile and **marked**)  
Manor College will not be responsible for lost or missing items.
6. Blood pressure kit with stethoscope
7. Watch with a second hand
8. Three ring binder, note paper and pen

**Refund and Cancellation Policy**

Participants may receive a partial refund for withdrawing in writing. However, participants who withdraw will incur a \$700 withdrawal penalty fee (refund total: \$675). There is **no** refund for withdrawing within 14 (fourteen) days of the first class.

Also, **no** refund will be issued for failure to provide an appropriate substitute if there is a medical issue that precludes the participant from receiving local anesthesia. Questions about a possible medical issue should be discussed with the Course Coordinator *prior* to registering for the course. Refer to the informed consent policy described herein.

Manor College reserves the right to cancel the course. If the course is cancelled by Manor College, participants will be issued a 100% refund of tuition.

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**Course Coordinator**

Donna Eastabrooks, CDA,RDH,BS,MA,ABD  
Professor of Dental Hygiene,  
Local Anesthesia and Clinic Coordinator,  
Manor College Dental Hygiene Program

**Instructors\***

Joanne Scorpio, DMD  
Supervising Faculty,  
Manor College Dental Hygiene Program

Lynn Puleo, DMD  
Supervising Faculty,  
Manor College Dental Hygiene Program

Tom Viola, BS, R.Ph, CCP  
Instructor  
Manor College Dental Hygiene Program

\*Note: not all instructors teach at each course.

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**For more information, please contact:**

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DENTAL HYGIENE PROGRAM  
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JENKINTOWN, PA 19046

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**Informed Consent**

I, the undersigned, hereby acknowledge that I have voluntarily agreed to participate in the Dental Hygiene Local Anesthesia Certification Training course at Manor College. Upon registration for the local anesthesia course, I understand I will be administering and receiving local anesthesia injections as a condition of course completion. The injections will take place in the Dental Hygiene clinic at Manor College with direct faculty supervision and according to applicable laws, regulations and safety standards.

I have completely and accurately revealed and described my previous and current medical conditions on my health history form. I have included on the medical history any prescription or over-the-counter medications I am taking as these may interact with local anesthetics.

I understand that if I am pregnant, breast feeding, or have other health concerns (*ie: uncontrolled high blood pressure, allergies to local anesthetic, or oral lesions*) that will not exclude me from participating in the training, but could preclude me from receiving injections of anesthetics, I will provide an appropriate substitute over the age of 18 to serve as a patient to receive injections on my behalf. If I require a substitute, I will notify Manor College 3 (three) days prior to the first day of the course and my substitute will be required to provide a medical history, informed consent and agree to attend the required lab sessions. (No refund will be issued for failure to provide an appropriate substitute).

I understand there is a possibility that I may experience discomfort receiving the required injections. I also understand that there are certain risks entailed in any injection of local anesthetic including, but not limited to local complications such as: trismus (limited jaw opening), hematoma, transient paresthesia and facial nerve paralysis, temporary rapid heart beat, swelling, bruising or soreness at the injection site. Severe allergic and possible life threatening reactions necessitating emergency care are uncommon but could occur. I am willing to undertake the risk of giving and receiving these injections.

I hereby knowingly, freely, and voluntarily release and hold harmless the Commonwealth of Pennsylvania, Higher Education Council, Manor College and their agents, employees, servants, students and assignees from any and all liability, claims, demands or causes of action whatsoever, including liability for negligence, arising out of any damage or injury which I might suffer in the course of, or related to, participation in the Dental Hygiene Local Anesthesia Certification Training course at Manor College.

I acknowledge reading and reviewing this consent. I have given a complete and truthful medical history, including all medications, drug use, pregnancy, etc. I certify that I speak, read and write English.

(Reference: informed consent form)