

# Certificate III Dental Assisting (HLT35021) | (C3-HS38)

## PRE-INDUSTRY TIMETABLE

**Semester 2 – 2022 TERM 3** Timetable: Tuesday 26<sup>th</sup> July – Thursday 22<sup>nd</sup> Sept **CIT Campus: Bruce Campus Room DL04/DL09**

WEEKS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
Week 1 25/7	Weeks 2 – 6 Online Support Sessions 4:00 – 6:00pm	P&A - Introduction and O’Week 9:30am – 4:30pm	P&A – Practical session 9:30am – 4:30pm	P&A – Practical session 9:30am – 4:30pm I/C – WebEx (online) Introduction 6:00 – 8:00pm	NO CLASSES	
Week 2 1/8		P&A - Intensive Week 9:30am – 4:30pm	P&A – Practical session 9:30am – 2:30pm	P&A – Practical session 9:30am – 2:30pm I/C – Practical session 3:00 – 5:00pm		
Week 3 8/8		P&A - Intensive Week 9:30am – 4:30pm	P&A – Practical session 9:30am – 2:30pm	I/C – Assessment 3:00 – 5:00pm		
Week 4 15/8		P&A - Intensive Week 9:30am – 4:30pm	P&A – Practical session 9:30am – 2:30pm	I/C – Assessment 3:00 – 5:00pm		
Week 5 22/8		ALL PLACEMENT PAPERWORK MUST BE IN BY WEEK 5	P&A – Practical session 3:00 – 5:00pm	STERI – WebEx (online) Introduction 6:00 – 8:00pm		
Week 6 29/8		General Support Session (CIT) 5:00 – 8:00pm	P&A – Practical session 3:00 – 5:00pm	STERI – Optional support session 3:00 – 5:00pm STERI – Practical session 6:00 – 8:00pm		
Week 7 5/9		Online Support Session 4:00 – 6:00pm	General Support Session (CIT) 5:00 – 8:00pm	P&A – Practical session 3:00 – 5:00pm		STERI – Optional support session 3:00 – 5:00pm
		WWDP/COMMS - WebEx (online) Introduction 6:00 – 8:00pm				STERI – Practical session 6:00 – 8:00pm
Week 8 PLACEMENT	Online Support Session 4:00 – 6:00pm	General Support Session (CIT) 5:00 – 8:00pm	P&A – Practical session 3:00 – 5:00pm	STERI – Assessment 6:00 – 8:00pm		

**Note:** This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis.

For assistance, contact CIT Student Services on (02) 6207 3188 or [info@cit.edu.au](mailto:info@cit.edu.au)

<b>Block 1 (2 WEEKS) 12/9</b>	<b>WWDP/COMMS – Assessment</b> 5:30 – 8:00pm				
<b>Week 9 19/9</b>	<b>Online Support Session</b> 4:00 – 6:00pm	<b>General Support Session (CIT)</b> 5:00 – 8:00pm	<b>P&amp;A – Practical session</b> 3:00 – 5:00pm	<b>STERI – Assessment/resits</b> 6:00 – 8:00pm	
	<b>WWDP/COMMS – Assessment</b> 5:30 – 8:00pm				

**Webex (online) Classes:** Online/Remote. Your teacher will provide you with the link for each Webex session

**Practical Sessions/Workshops/Assessments:** Face-to-face on CIT campus

**Online Support Sessions:** Your teacher will be available on Webex for you – book on scheduler

**General Support Sessions:** Your teacher will be available at CIT and may ask you to attend these sessions if you are behind in your work

**Term Break: Monday 26<sup>th</sup> Sept – Friday 7<sup>th</sup> October**

**Placement - Paperwork/eLearning evidence DUE Monday 22<sup>nd</sup> August**

4 days/week for 11 weeks total

**8:30am – 5:00pm**

**Block 1:** 2 weeks = 44 hours (Tues/Weds/Friday) **Tue 13/9/22 - Fri 23/9/22**

**Block 2:** 4 weeks = 120 hours (Tues/Weds/Thurs/Friday) **Tue 8/11/22 - Fri 2/12/22**

**Block 3:** 5 weeks = 150 hours (Tues/Weds/Thurs/Friday) **Tue 10/1/23 - Fri 10/2/23**

**Workplace Assessments: conducted during Block 3 (February 2023)**

**Semester 2 – 2022 TERM 4** Timetable: Monday 10<sup>th</sup> October – Thursday 8<sup>th</sup> December

**PRE-INDUSTRY TIMETABLE**

WEEKS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Week 10 10/10	Online Support Session 4:00 – 6:00pm	AwR - Practical session 6:00 – 8:00pm	P&A - Support session (CIT) 6:00 – 8:00pm	General Support Session (CIT)	No Classes
Week 11 17/10	Online Support Session 4:00 – 6:00pm	AwR – Practical session 6:00 – 8:00pm	P&A - Support session (CIT) 6:00 – 8:00pm	General Support Session (CIT)	
	ADMIN/BUSINESS – WebEx (online) Introduction 6:00 – 8:00pm				
Week 12 24/10	Online Support Session 4:00 – 6:00pm	AwR – Practical session 6:00 – 8:00pm	P&A and AwR - Assessment option 1 9:00 – 12:00pm 1:00 - 4:00pm	P&A and AwR – Assessment option 2 9:00 – 12:00pm 1:00 - 4:00pm	
	ADMIN/BUSINESS - Support sessions 5:30 – 8:00pm				
Week 13 31/10	Online Support Session 4:00 – 6:00pm	WHS – WebEx (online) Introduction 6:00 – 8:00pm	P&A and AwR - Assessment option 3 9:00 – 12:00pm 1:00 - 4:00pm	P&A and AwR – Assessment option 4 9:00 – 12:00pm 1:00 - 4:00pm	
	ADMIN/BUSINESS - Practical sessions 5:30 – 8:00pm				
Week 14 PLACEMENT Block 2 (4 WEEKS) 7/11	Online Support Session 4:00 – 6:00pm	WHS – Support session (CIT) 6:00 – 8:00pm	P&A – Practical session 6:00 – 8:00pm		
	ADMIN/BUSINESS – Assessment option 1 5:30 – 8:00pm				
Week 15 14/11	Online Support Session 4:00 – 6:00pm	WHS – Workshop 6:00 – 8:00pm	P&A – Practical session 6:00 – 8:00pm		
	ADMIN/BUSINESS – Assessment option 2 5:30 – 8:00pm				
Week 16 21/11	Online Support Session 4:00 – 6:00pm	WHS – Assessment 6:00 – 8:00pm	P&A – Practical session 6:00 – 8:00pm		
	ADMIN/BUSINESS – Assessment option 3 5:30 – 8:00pm				

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Week 17 RESIT 28/11		RESIT SESSION 5:00 – 8:00pm	RESIT SESSION 5:00 – 8:00pm	RESIT SESSION 5:00 – 8:00pm	
Week 18 GRADE ENTRY 5/12		RESIT SESSION 5:00 – 8:00pm	RESIT SESSION 5:00 – 8:00pm	RESIT SESSION 5:00 – 8:00pm	
TERM 1 PLACEMENT Block 3	TERM 1 <b>2023</b> – PLACEMENT BLOCK 3 – <b>WORKPLACE ASSESSMENTS (January/February 2023)</b>				

SUBJECT TITLE	CIT SUBJECT NUMBER	NATIONAL CODE	UNIT(S) OF COMPETENCY	Block Code:C3Dent CRNs
<b>P&amp;A – classes at CIT</b> Teacher: Anita Jorritsma	HESC 589	HLTDEN015	PREPARE FOR AND ASSIST WITH DENTAL PROCEDURES	14349
<b>I/C</b> Teacher: Amanda Blyton-Patterson	HESC 513	HLTINF001	COMPLY WITH INFECTION PREVENTION AND CONTROL POLICIES AND PROCEDURES	14351
<b>STERI</b> Teacher: Amanda Blyton-Patterson	HESC 537 HESC 592	HLTINF002 HLTSTE003	PROCESS REUSABLE MEDICAL DEVICES AND EQUIPMENT STERILISE LOADS	14352 14353
<b>WWDP/COMMS</b> Teacher: Claire Long	CLTS 145 COMM 500	CHCDIV001 CHCCOM005	WORK WITH DIVERSE PEOPLE COMMUNCIATE AND WORK IN HEALTH OR COMMUNITY SERVICES	14354 14355
<b>ADMIN/BUSINESS</b> Teacher: Claire Long	HESC 591 BUSN 544	HLTDEN017 BSBTEC01	ASSIST WITH ADMINISTRATION IN DENTAL PRACTICE USE BUSINESS SOFTWARE APPLICATIONS	14356 14357
<b>WHS</b> Teacher: Amanda Blyton-Patterson	WPHS 101	HLTWHS001	PARTICIPATE IN WORKPLACE HEALTH AND SAFETY	14358
<b>AwR – classes at CIT</b> Teacher: Anita Jorritsma	HESC 590	HLTDEN016	ASSIST WITH DENTAL RADIOGRAPHY	14359