KUWAIT UNIVERSITY

FACULTY OF DENTISTRY

UNDERGRADUATE HANDBOOK

2012/2013

The Faculty of Dentistry, Kuwait University Student Handbook contains information for students about available services, administrative policies and procedures, academic regulations, conduct standards and regulations, and governance structure of the faculty as well as the University. The goal in producing the Handbook is to help students take advantage of opportunities made available at Faculty of Dentistry, Kuwait University.

This handbook is effective for the 2012 - 2013 academic year, beginning September, 2012. Changes may be made in this Student Handbook whenever necessary, and shall be effective as of the date on which they are formally adopted, or on the date specified in the change. All students are bound by the policies, procedures, and academic regulations contained herein.

Kuwait University promotes equal opportunity for all prospective and current students and employees.

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&

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KUWAIT UNIVERSITY

University of Kuwait offers a profound learning experience, symbolizing the students hope for tomorrow. Its programs are diverse and competitive, challenging minds, inducing critical thinking and encouraging creativity through a multitude of exposures, interactions and experiences that are unique, and intellectually stimulating.

The university's 16 colleges offer wide ranging programs in sciences and humanities at the undergraduate, graduate and doctoral levels, with an internationally renowned and culturally diverse community of professors and academicians, providing the highest level of teaching, research and scholarship.

Under a challenging institutional scientific environment, the students undergo an intense learning process, seeking advanced knowledge and personal fulfillment through enormous choices and opportunities for improvement and self-development. Facilitating this process are the institutional exceptional resources, E-Systems and state-of-the-art technologies, providing a world class educational exposure necessary for strengthening the students scholastic foundations, as well as their educational, personal and social evolvement as refined, cultured and knowledgeable human beings.

The students entry at Kuwait University is thus a crucial journey of self-enrichment and self-discovery, of research and scholarship, of competence and excellence, indeed a lifelong experience, which they proudly carry to the wider world as they step out of the portals of Kuwait University, with their formal degrees opening amazing new vistas for growth, recognition and laurels.

THE HEALTH SCIENCES CENTER

Kuwait University Health Sciences Center (KU HSC) was established in 1982 with the objective to expand the Medical education in Kuwait and to create a community of health care professionals, with high international standards. The Health Sciences Center consists of the Faculties of Medicine, Allied Health Sciences, Pharmacy and Dentistry.

The Center includes common facilities such as Health Sciences Center Library, Health Sciences Computer Center, Research Core Facility and the Kuwait Animal Resources Center.

The Vice-President for Health Sciences Center has the over-all responsibility for the development of the Center.

FACULTY OF DENTISTRY

The Faculty of Dentistry was established by Amiri proclamation on May 28, 1996. It is a rapidly expanding institution entrusted with the development of the undergraduate curriculum, the initiation of research projects, the establishment of postgraduate specialties and research educational programs. It is totally committed to providing quality Dental Education for the Nation. The commitment of the faculty, staff and alumni has helped ensure the continuing quality and prestige of the college from its inception in 1998.

The Dental Program offered by the Faculty of Dentistry (FOD) up to the 2009 intake of students is a six and half year program. Undergraduate students first complete three semesters of a pre-professional program common to the Faculties of Medicine and Dentistry and five semesters of Biomedical Sciences leading to a Bachelor of Medical Science (Dentistry) degree (B.Med.Sc.(Dent.)). They then complete a further five semesters of clinical studies and training before they are awarded their dental degree – Bachelor of Dental Medicine (B.D.M).

Beginning with the 2010 intake of students the Faculty of Dentistry will be doing a seven year program. These students first complete four years of a pre-professional program and a basic medical science program common to the Faculties of Medicine and Dentistry leading to a Bachelor of Medical Science degree (B.Med.Sc.). After this they complete three years of clinical studies in the Faculty of Dentistry before they are awarded their dental degree – Doctor of Dental Medicine (DMD).

ACADEMIC STAFF OF FACULTY OF DENTISTRY

BIOCLINICAL SCIENCES

Professor & Chairman	Brian W. Darvell	BSc, MSc, PhD, DSc, CSci, CChem, FRSC, FIM, FSS, FADM
Professor	Peter William Lucas	BSc, PhD, DSc
Associate Professor	Arjuna Ellepola	BDS, PhD
Assistant Professor	Mohammed Al-Shammari	DDS, PhD

DEVELOPMENT & PREVENTIVE SCIENCES

Professor & Chairman	Nathanael O. Salako	BDS, MSc, FDSRCPS, FMCDA, FWACS
Professor	Eino Honkala	DDS, DDPH, MSc, PhD
Associate Professor	Muawia A. Qudeimat	BDSc, MDentSci, FRCD (C)
Associate Professor	Sisko Honkala	RN, RSN, DDS, MSc, PhD
Assistant Professor	Faraj Behbehani	DDS, MS, MOrth RCS, Diplomate ABO
Assistant Professor	Khaled Al-Khayat	DDS, MSc.
Assistant Professor	Mona Al-Sane	BChD, MSc., Diplomate ABPD
Assistant Professor	Rashed Al-Azmi	DDS, MDS
Assistant Professor	Asma Al-Yahya	B.D.M., MSc., Diplomate ABPD
Assistant Professor	Athbi Al- Qareer	B.D.M., D.Med. Sc.O.B.

DIAGNOSTIC SCIENCES

Associate Professor & Chairman	Bobby Joseph	BDS, MSc, MDSc, PhD, FFOP(RCPA), FRACDS(Oral Med)
Associate Professor	Leif Kullman	DDS, PhD
Assistant Professor	Aref Ghayyath	DMD MS, Diplomate ABOMR
Assistant Professor	Ebraheem Behbehani	BDS, MSc, FDRCS Ireland, BMedSc
Assistant Professor	Mohammad Ali	BA, DDS, Diplomate ABOMP
Assistant Professor	Hussain Dashti	DDS, Diplomate ABOMP

RESTORATIVE SCIENCES

Professor & Chairman	Richard Simonsen	BA, BS,DDS, MS, PhD (Hon) FACD,FICD,FAAED
Professor	Ridwaan Omar	BSc, BDS, MSc, FRACDS, FDSRCSEd
Professor	Hien Ngo	BDS, MDS, FADI, FICD, FPAP, PhD, Grad. Cert. H. Educ.
Associate Professor	Jawad Behbehani	DMD, DMS, OB, FICD
Associate Professor	Qasem D. Al-Omari	BDS, MS, FDSRCSI, Diplomate ABOD
Assistant Professor	Ebthihal Al-Rabeah	BDS, MS, Diplomate ABE
Assistant Professor	Faisal Amir	BDS, AEGD, MS, FRCD (C)
Assistant Professor	Jaber Akbar	BA, DDS, MsOB
Assistant Professor	Mai E A A Khalaf	BA, DMD, MA, Diplomate ABGD
Assistant Professor	Manal AlMaslamani	BDS, MDSc (Endo), JB (Endo), MRACDS (Endo), FRACDS (Endo)
Assistant Professor	Sundos Al-Awadhi	BDS, M.Med.Sc.

Assistant Professor	Yacoub Al-Tarakemah	DDS, MSc. ABP
Assistant Professor	Yousif Behbehani	BA, DDS, MS, CAGS
Assistant Professor	Dena Ali	DDS,CAGD, ,MA,ABGD
Assistant Professor	Qoot Al Khubazi	BSc BChD MFDRCS Irel MS ABGD

SURGICAL SCIENCES

Professor & Chairman	Lars Andersson	DDS, PhD Odont Dr
Associate Professor	Adel Al-Asfour	BDS, BA, Diplomate ABOMS
Assistant Professor	Ala Al-Musawi	DDS, MA, Diplomate ABOMS
Assistant Professor	Areej Al-Khabbaz	BDS, MS, Diplomate ABP
Assistant Professor	Mohammad Abdulwahab	DMD, MPH, ABA
Assistant Professor	Rana Khajah	DDS, MSc., ABP

SCHOLARSHIP HOLDERS

DEPT. OF DEVELOPMENT & PREVENTIVE SCIENCES

1. Dr. Abrar N A Al Anzi
2. Dr Eman Behbehani
3. Dr. Manal Abu Almelh
4. Dr Saad Al Qahatani

DEPT. OF DIAGNOSTIC SCIENCES

1. Dr. Mariam T Al Baghdady

DEPT. OF RESTORATIVE SCIENCES

1. Dr. Ahmad Al Sahli
2. Dr. Aqdar Akbar
3. Dr. Bader M.A. Ahmad
4. Dr. Fawaz Al Zoubi
5. Dr. Hadi Faras
6. Dr. Hanadi Al Enezi
7. Dr. Haneen Al Yaseen
8. Dr Laila Al Rasheed
9. Dr. Mohammad Al Mazedi
10. Dr. Mohammad Sabti
11. Dr Noor Al Shawaf
12. Dr. Tareq A S Al Ali
13. Dr. Yacoub Al Abwah

DEPT. OF SURGICAL SCIENCES

1. Dr. Manar E Al Jateeli

Teaching Support Staff

Teaching Assistant

Devi Priya	BDS, MDS

Course Assistants

Aysha Khanum	BDS, MSc
Elizabeth Neena Augustine	BDS, Cert. BMI
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Larae Hormigosa	DDM
Preethi John	BSc, MSc
Raji Anooj	BDS, MSc
Reena Thomas	BDS
Reny Zachariah	BDS
Shija Mol Ronson	BDS
Shiney T. Abraham	Diploma in Nursing
Suja Boban	Diploma in Nursing
Swapna Philip	BDS, MSc

Research Staff

Anandavalli Raju	BSc, MSc, PhD
Anisha Varghese	BSc, MSc
Fabi Koya	BDS
Princy Philip	BSc, MSc
Radhika Guleri Bhardwaj	BSc, MSc, PhD
Swapna George	BDS

HISTORY OF THE FACULTY OF DENTISTRY

The Faculty of Dentistry is relatively a newly established Faculty at Kuwait University, established vide an Amiri Decree in 1996, which paved the way for requisite groundwork for raising an internationally compatible Dentistry facility and program. The faculty is committed to providing leading professionals and experts in oral health in Kuwait through teaching, training, research and clinical practice. The faculty's mission is to promote oral and general health in Kuwait through education, research and cooperation with other professional health institutions and authorities, as well as the community at large. The strong dedication of the faculty, staff and alumni has helped ensure the continuing quality and prestige of the college from its inception in 1998. The Faculty is endowed with an international community of academic staff, whose broad experiences enhance the learning experiences of our students. Four batches of students have successfully graduated from this faculty.

The Faculty of Dentistry is affiliated to the Health Sciences Center (HSC), Kuwait University. The administration offices, lecture theaters, laboratories etc., are situated in the New HSC building, Jabriya. Lectures and seminars are held in well-equipped lecture theaters and seminar rooms. The Faculty is equipped with eight teaching and research laboratories housing sophisticated scientific instruments, available to academic staff and students for research and teaching. Faculty has a state-of-the-art clinic within the Jabriya campus. The Kuwait University Dental Center (KuDC) provides an apt environment for clinical teaching and is equipped with 72 individual dental units, spread across two main clinics (North and South Clinics), where the students provide Comprehensive Dental Care to their patients. Furthermore there are a total of 10 dental units functioning as staff clinics, admission and emergency clinics and surgery clinics.
Faculty of Dentistry comprises of five departments namely, Bioclinical Sciences, Development & Preventive Sciences, Diagnostic Sciences, Restorative Sciences & Surgical Sciences. The Pre-professional and Preclinical Programs are coordinated by various faculties including the Faculties of Medicine, Dentistry, Pharmacy and Faculty of Science. The Faculty of Dentistry (FOD) coordinates all the courses for the dental clinical educational program. The Faculty in collaboration with the Faculty of Medicine has moved into a system-based case-triggered integrated curriculum since the academic year 2006-2007 (2005 intake into the university). As a prelude to this, the curriculum of the Health Sciences common year has been revised incorporating medically oriented basic courses, to be taught by the Health Sciences Centre staff.

In addition to the professional services provided by the clinical academic staff serving at the Kuwait University Dental Clinic various outreach programs are organized to serve the community and expand the student's exposure. Conferences, seminars and workshops are organized by the Faculty and conducted for the dental community in Kuwait.

MISSION OF THE FACULTY OF DENTISTRY

The Faculty Mission is to be a regional center of excellence committed to dental education, research and clinical practice. The Faculty of Dentistry is dedicated to educating dental graduate students in a progressive learning environment, conducting research in oral health, and serving oral health professions and the community as a source of knowledge and expertise.

GOALS OF THE FACULTY OF DENTISTRY:

Institutional Goals

- Prepare dentists with the necessary knowledge and skills, through an educational program that is specific to their needs for improving the oral health of their patients
- Continually develop and evaluate the undergraduate, graduate and postgraduate curricula and implement changes to ensure that they are responsive to current and future needs of the profession.
- Encourage the coordination of Faculty of Dentistry programs with related programs in other University departments.
- Provide a responsive educational environment characterized by positive interpersonal relationships among faculty, students, patients and staff.
- Ensure the integration of social, ethical and humanitarian components in teaching programs.
- Contribute to advances in oral healthcare through research, and to encourage such collaboration at national and international levels.
- Enhance the reputation of the Faculty of Dentistry and the University through academic excellence and the maintenance of high ethical and clinical standards.

Educational Goals

- Maintain academic performance standards and student evaluation systems which ensure the competence of graduating students to fulfill their roles as ethical and competent practitioners.
- Provide academic programs which encourage maximum performance by all students.
- Encourage undergraduate students to take a questioning, scientific, and self-critical approach to patient care through active learning of the principles and skills that underpin competency, and to foster in them the intellectual skills required for future personal and professional development.
- Continually develop and evaluate the undergraduate curricula and implement changes to ensure that they are responsive to current and future needs of the profession.
- Integrate and expand problem solving and critical thinking in the curricula.
- Develop and maintain responsible continuing education programs as the needs of the public and the professions demand.
- Educate the required numbers of scientists and educators to meet the manpower needs of the Faculty of Dentistry and other oral healthcare educational institutions in Kuwait.
- Provide teaching faculty for the continuing educational programs that are run for registered dental practitioners, by organizations recognized for the purpose, e.g. KIMS.
- Meet Kuwait's needs for qualified oral healthcare providers.

Research Goals

- Identify and conduct oral healthcare research that is relevant to the needs of Kuwait and its people.
- Measure the levels of oral healthcare problems that affect the population, and to recommend best evidence solutions for their management.
- Contribute significantly to the body of basic and applied knowledge related to oral health.

- Promote participation in collaborative research activities at national and international levels.
- Foster an early introduction of the research ethic into undergraduate students through direct involvement in community-based research projects.
- Provide opportunities for undergraduate and graduate students to have research experience.
- Enhance the provincial, regional, national and international stature of the Faculty of Dentistry as a leader in research and in the education of investigators through the accomplishment of the above goals.

Community Service

- Provide quality care through Faculty clinics and outreach programs to patients of all backgrounds.
- Serve as a resource for knowledge, expertise and treatment to the community and the dental profession.
- Participate in professional and community organizations in order to have an influence on future trends in health care.
- Establish relationships with government health care institutions, professional associations and other community groups which will expedite the practical and effective delivery of oral health care to society

THE FACULTY ADMINISTRATION

The Dean of the Faculty of Dentistry is the head of the academic and administrative structure of the Faculty assisted by Vice Deans.

The Vice Dean Academic Affairs is responsible for the educational programs, curriculum and teaching activities of the Faculty, as well as all matters pertaining to students. He is also responsible for the Faculty Committee Secretaries.

The Vice Dean Research is responsible for all matters pertaining to Faculty research including administration, service, evaluation and planning.

Additional administrative staff assists the Dean and Vice Deans in maintaining the administrative services including the Administration Manager, the Faculty Secretary, the Finance and Purchasing Manager and other support personnel.

UNDERGRADUATE PROGRAMS

UNDERGRADUATE DEGREES OFFERED

The undergraduate degree offered by the Faculty of Medicine:

Bachelor of Medical Sciences (Dentistry) (B. Med .Sc. (Dent.))

Students who successfully complete the Phase I & II (Pre-professional & Preclinical) programs are awarded the degree of Bachelor of Medical Sciences (Dentistry) (B. Med. Sc.(Dent)).

Bachelor of Medical Sciences (B. Med .Sc.)

From the 2010 intake onwards, students who successfully complete the Phase I & II (Pre-professional & Preclinical) programs are awarded the degree of Bachelor of Medical Sciences (B. Med. Sc.).

The undergraduate degrees offered by the Faculty of Dentistry:

Bachelor of Dental Medicine (B.D.M)

Students who successfully complete the Phase III (Clinical) program are awarded the degree of Bachelor of Dental Medicine (B.D.M.).

Doctor of Dental Medicine (DMD)

From the 2010 intake onwards, students who successfully complete the Phase III (Clinical) program are awarded the degree of Doctor of Dental Medicine (DMD).

Admission Regulations for

B.Med.Sc (Dent.) Program

Admission Regulations for B. Med. Sc. Program

1. Thirty candidates shall be admitted annually.

Transfer Regulations

1) Applications for transfer shall be accepted from students who are currently registered in Kuwait University.
2) Minimum Grade Point Average (GPA) should be 3 out of 4.
3) Students must have passed 34 credit hours in the following Science courses with a grade of at least "C" in each course :
    a. Chemistry courses (110 & 111) + 114.
    b. Physics courses (121 & 125) + (122 & 127).
    c. Biology courses (101 or 103).
    d. Mathematics or Statistics (except Finite Mathematics 115).

In addition to :

    e. 10 credit hours in English courses or (6 credit hours in English courses + minimum 4 credit hours of Science Courses taught in English such as Biology or Chemistry (except Mathematics, Statistics and Computer).
    f. 6 credit hours of University elective courses.

4) Required documents should be submitted to the Dean of Admission and Registration during the month of August.
5) Students shall be accepted in the third semester of the Faculty program.
6) Students must pass the English proficiency examination for transfer students with 60% marks administered by Health Sciences Center during the month of June.

Note :

- Transfer Applications will be accepted by the Dean of Admissions and Registration only if seats are available after admission of students of Health Sciences Centre to the Faculty

of Medicine, Pharmacy and Dentistry. Only those students who have passed the English proficiency examination for transfer students will be eligible to apply for transfer.

- Priority to fill the seats for Kuwaiti students.

Applications for transfer shall only be accepted from Kuwaiti students currently registered in the Kuwait University.

Right of Admission

1. The Faculty of Medicine reserves the right to refuse admission to the B. Med. Sc.(Dent.) degree program.
2. The Faculty of Medicine reserves the right to amend these regulations.

STRUCTURE OF THE DENTAL PROGRAM

STRUCTURE OF THE DENTAL PROGRAM

The Faculty has adopted a system-based case-triggered integrated curriculum for student intake of 2005 onwards. As a prelude to this, the curriculum of the Health Sciences Centre common year has been revised, incorporating medically oriented courses, being taught by Health Sciences Centre staff.

The Curriculum is divided into three phases, i.e. Phase I, II and III. The Phase I consists of the first two semesters of the Pre-professional program. The Phase II covers semesters 3-8 of the medical curriculum. The students are awarded with the B. Med. Sc.(Dent.) degree at the end of Phase II Program. The Phase II Curriculum is planned on a system-based student centered principle, emphasizing the need for self-learning and student motivation. The system courses covered in Phase II for dental students are Cardiovascular, Respiratory, Endocrine, CNS, Renal, Blood/Lymph, Oral Sciences, Preclinical Dentistry and a Consolidation Block. In addition to the systems there will be a foundation course at the beginning of Phase II to cover essential basic science topics, which may not be covered as part of system courses. From the 2010 intake onwards dental students will follow the same Phase I and II programs as the medical students and will be awarded the B. Med. Sc. degree at the end of the Phase II Program. Provision is provided for the students to have electives and Evidence-Based Medicine (EBM) classes during Phase II. Small group teaching, PBL sessions, clinical skills laboratory sessions and early clinical exposure are salient features of the new curriculum.

At the end of the successful completion of Phase II, students will proceed to the Phase III. Duration of Phase III is two and half years which are clinical years. From the 2010 intake onwards, the Phase III will comprise three clinical years.

PREPROFESSIONAL PROGRAM (PHASE I)

1. The pre-professional (Phase I) curriculum consists of three components:

   - ***The General University Requirements***: is to provide students with a broad background of education, making them aware of their society, welfare, religion and heritage.

   - ***The English Language and Study Skills Course:*** is to equip students for effective communication and study skills necessary to undertake the preclinical and clinical programs.

   - ***The Science Course:*** provides foundation in science necessary for students to proceed to preclinical and clinical programs

2. Students must attend and pass all courses prescribed by the Health Sciences Centre.

3. Candidates for any examination must enter the examination at the times and in accordance with the conditions prescribed by the General University regulations for examinations.

4. Satisfactory attendance of classes and progress in performance are prerequisites for admittance to all examinations.

5. A candidate shall be considered to have satisfactorily completed the Phase I (semester 1 and 2 of Pre-professional program) if he/she has successfully achieved 30 credit hours in the courses specified by the Faculty of Medicine and obtained a grade point average of not less than 2.5. This is a prerequisite for admission to the Phase II program.

6. No candidate is allowed to carry an "F"/"FA" grade into the Phase II program.

7. The required grade point average for admission to the Phase II program shall be computed only from the prescribed courses of the Pre-professional program.

Course Requirements - Phase I Curriculum

First Semester *(First Semester of year One)*				
Course No.			Course	Credit Hrs
14	88	181	English 181	5
14	40	140	Chemistry for Health Sciences	3
14	00	141	Biophysics	3
			Elective	3
14	10	101	Introduction to computers in medicine	1

Second Semester *(Second Semester of year One)*				
Course No.			Course	Credit Hrs
14	88	182	English 182	5
14	20	143	Biology for Health Sciences	4
14	10	144	Biostatistics and Basic Epidemiology	3
			Elective	3
Total C.H.				**30**

COURSE DESCRIPTIONS

1. ENGLISH LANGUAGE

The Program comprises of three compulsory courses based on an integrated skills approach to language learning, including listening, reading, speaking, writing and study skills. The objective of the program is to equip the students with the necessary language and study skills to complete their academic and professional studies.

i. HSC English 181 (Year One, Semester One)

HSC English 181 provides students with skills in composition, listening, and reading. Writing reflects thought processes, the cognitive skills of sequencing, generalizing, synthesizing, and making inferences and judgments about information, and these are incorporated into the writing program. Writing simple and extended definitions establishes the concept of the topic sentence. Students learn to analyze how supporting material relates directly to the topic sentence and to create unity within the paragraph. Reading and listening, especially to extract information, are integral parts of the course. Academic and scientific/medical vocabulary is developed through reading and listening.

Prerequisite: Admission to the HSC Unified Curriculum Program

ii. HSC English 182 (Year One, Semester Two)

HSC English 182 builds on skills learned in HSC English 181, and is designed to provide students with skills in composition, listening, and reading. Paragraph organization is reviewed by means of writing paraphrases and summaries, and writing five-paragraph essays further develops skills. The skills of sequencing, generalizing, synthesizing, and making inferences and judgments about information are continued at a higher level. The course includes the broad scientific rhetorical functions of process, definition, and comparison and contrast. Reading and listening, to extract information, are integral parts of the course. Academic and scientific/medical English vocabulary is developed through reading and listening to authentic health sciences articles and lectures.

Prerequisite: HSC English 181

iii. English 183 (Year Two, Semester One (considered part of Phase II)

English 183 develops skills in composition, listening, and reading. Essay organization is reviewed by means of writing five-paragraph essays.

The course includes the broad scientific rhetorical function of cause and effect. Students are introduced to research skills and are instructed in abstract, bibliography, and reference writing in order to produce a short paper. Reading and listening to extract information are integral parts of the course. Academic and scientific/medical English vocabulary is developed through

reading and listening to authentic health sciences articles and lectures. Students give oral presentations to develop research and presentation skills.

Prerequisite: HSC English 182

2. BIOPHYSICS

The objectives are to provide the students with a good understanding of basic biophysics and its relevance to the health sciences.

3. CHEMISTRY

The course objective is to educate and train students with an adequate background in basic chemical principles of health sciences and provides understanding of fundamental organic and inorganic components of the human body. With this knowledge, students will be able to advance into Biochemistry and Molecular Biology, Clinical Chemistry and Pharmaceutical Chemistry as a health science profession.

4. INTRODUCTION TO COMPUTERS

Upon completion of this course the students should be able to:

- Manage information on the computer in a systematic, hierarchically organized collection of units, such as files and folders;
- Develop and demonstrate competence in using applications such as word processing, spreadsheets and power point;
- Access and use the World Wide Web for professional purposes;
- Follow established guidelines regarding electronic communication using email;
- Select and use electronic resources and medical databases available in the network-based resources;
- Use SPSS to manage, manipulate, display and perform descriptive analysis of a small and simple data set.

5. BIOLOGY

It will cover some of the basic aspects of cell biology and its relevance to human health. With the knowledge gained through this course, the students should be able to advance into further understanding of basic Biomedical Sciences like Biochemistry, Molecular Biology, Microbiology and Physiology, and appreciate the role of cell Biology in human health.

6. BIOSTATISTICS AND BASIC EPIDEMIOLOGY

The objective of the course is to provide health sciences students with the biostatistical quantitative measurement technique required to analyze and interpret health data. It provides examples which are relevant to health and reflect real life situations. Emphasis is placed on bringing students to appreciate the relevance and role of biostatistics in health sciences. It also focuses on concepts, limitations and assumptions underlying biostatistical methods

PHASE II CURRICULUM

Background

Phase II Curriculum comprises of a Foundation block (I & II), 9 system blocks and one elective course offered over a period of three years (6 semesters). A five credit hour English course (English 183) will be offered during the first semester of year 2. The curriculum is designed to provide student learning in integrated basic and clinical sciences using a variety of methods including a series of problem based learning (PBL) cases, self-learning, didactic lectures, tutorial and laboratory exercise and hospital visits aimed at stimulating active learning.

Themes of Curriculum

The Curriculum has been built on 4 themes:

1. Integrated Basic and Clinical Sciences (IBCS)
2. Clinical Competence (CC)
3. Professional Development (PD)
4. Public Health (PH)

Competences

The features of the new curriculum include an emphasis on self-learning, and an early introduction of students to clinical skills. Each system in the current curriculum has clearly stated goals for the following behavioral changes:

1. Knowledge
2. Skills
3. Attitude

CURRICULUM ASSESSMENT STRATEGY

Principles

Strategies have been based on the following principles:

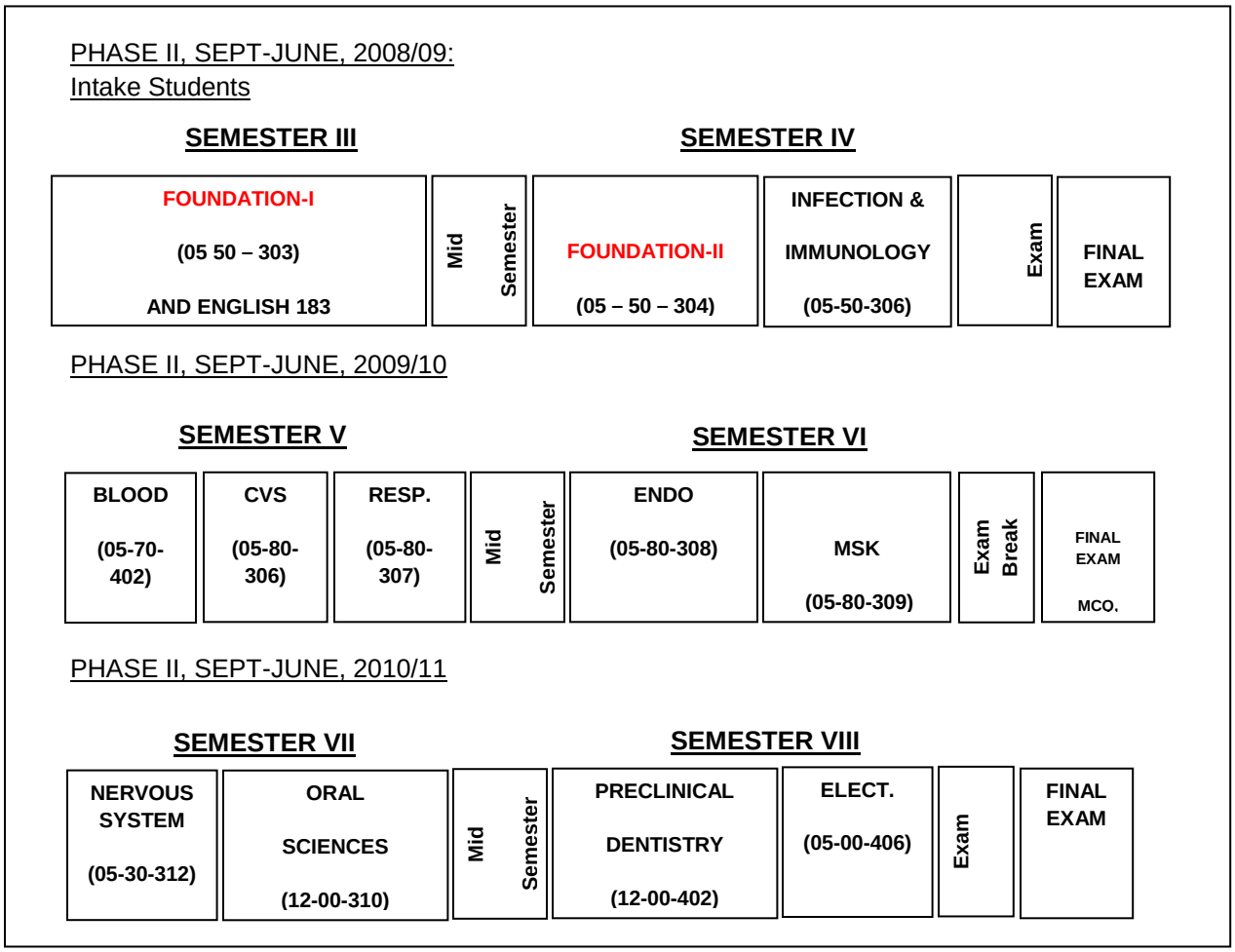
1. To allow continuous summative and formative examinations
2. To encourage students to learn actively
3. To allow student promotion to the next level
4. To enable early identification of those students who are deemed likely to fail from the program
5. To provide remediation for weak students

General Description

The assessment includes an End of Module Examination for the Foundation blocks and for each system module, and three final examinations (End of year examinations) at the end of each year. Phase II year 1 final examination at the end of year 2 includes three modules (Foundation Block I & II and one system module), Phase II Year 2 final examination at the end of year 3 includes five modules (Blood, CVS, Respiratory, Endocrinology and Musculoskeletal modules), and the Phase II Year 3 final examination at the end of year 4 includes the remaining modules and the elective. The year 3 final examination will be a comprehensive examination, which includes all system modules of Phase II, in addition to the modules of year 3. The end-of-year final examinations are scheduled at the end of the academic year. External Examiners will be present for the final examinations at the end of years 2 and 3 in Phase-II. Standard setting using Angoff's method will be used in all assessments.

STRATEGY MAP

According to this strategy (the Curriculum map) has been divided into three years.



Year 2 (Phase II Yr 1)

1. This includes English 183, Foundation Block I, Foundation Block II and Infection and Immunology module, to be delivered over a period of two semesters (1 year).

2. Year 2 will start at the beginning of September and conclude at the end of June each year.

Year 3 (Phase II Yr 2)

1. This includes 5 system modules (Blood, Cardiovascular, Respiratory, Endocrinology and Musculoskeletal), to be delivered over a period of two semesters (1 year)
2. Year 3 will start at the beginning of September and conclude at the end of June each year.

Year 4 (Phase II Yr 3)

1. This includes one system module (Nervous System), two dental modules (Oral Sciences and Preclinical Dentistry) and an elective course.
2. Year 4 will start at the beginning of September and conclude at the end of June each year.
3. Successful completion of Phase I and Phase II programs will earn for the students a Bachelor of Medical Sciences (Dentistry)(B. Med. Sc.(Dent.)) degree and make them eligible to continue into the Phase III Curriculum.
4. Every system will be assessed separately according to the following regulations:

Themes

Assessment shall be aligned with the curricula outcomes and weekly learning objectives. 70% of the assessment will cover knowledge-based themes and the rest 30% will cover the remaining themes (CC, PD and PH).

Course Requirements - Phase II Curriculum (2006 intake)

Third Semester *(First Semester of Year Two)*				
Course No.			Course	Credit Hrs
12	88	183	English 183	5
05	40	201	Introduction to Biochemistry	3
05	60	201	Introduction to Anatomy & Physiology	5
05	10	201	Sociodemographics of Health & Illness	3
12	00	201	Introduction to Dental Profession	2

Fourth Semester *(Second Semester of Year Two)*				
	Course No.		Course	Credit Hrs
05	50	304	Foundation Block	8
05	50	306	Infection & Immunology	5

Fifth Semester *(First Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	70	402	Blood System Module	5
05	80	306	Cardiovascular System Module	8
05	80	307	Respiratory System Module	8

Sixth Semester *(Second Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	80	308	Endocrinology System Module	8
05	80	309	Musculoskeletal System	8

Seventh Semester *(First Semester of Year Four)*				
Course No.			Course	Credit Hrs
05	30	312	CNS	8
12	00	310	Oral Science[1]	8

Eighth Semester *(Second Semester of Year Four)*				
Course No.			Course	Credit Hrs
12	00	402	Preclinical Dentistry	12
12	00	311	Elective	2

The grand total credit hours for the Bachelor of Medical Sciences Dentistry (B. Med. Sc.(Dent.)) Program is 128, comprising 30 C.H. of Phase I and 98 C.H of Phase II program.

[1] Oral Sciences I & II Modules which were taken by the 2005 intake of students were replaced by a single Oral Sciences Module (replacing Renal, Reproduction & Breast Module) in the first Semester of Year Four for the 2006 intake of students onwards. The old Oral Science I Module (2005 intake) was replaced by Musculoskeletal Module (from 2006 intake onwards).

Course Requirements - Phase II Curriculum

Third Semester *(First Semester of Year Two)*				
	Course No.		Course	Credit Hrs
12	88	183	English 183	5
12	50	303	Foundation Block I	11
12	00	201	Introduction to Dental Profession	2

Fourth Semester *(Second Semester of Year Two)*				
	Course No.		Course	Credit Hrs
05	50	304	Foundation Block II	8
05	50	306	Infection & Immunology	5

Fifth Semester *(First Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	70	402	Blood System Module	5
05	80	306	Cardiovascular System Module	8
05	80	307	Respiratory System Module	8

Sixth Semester *(Second Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	80	308	Endocrinology System Module	8
05	80	309	Musculoskeletal System	8

Seventh Semester *(First Semester of Year Four)*				
	Course No.		Course	Credit Hrs
05	30	312	CNS	8
12	00	310	Oral Science	8

Eighth Semester *(Second Semester of Year Four)*				
	Course No.		Course	Credit Hrs
12	00	402	Preclinical Dentistry	12
12	00	311	Elective	2

The grand total credit hours for the Bachelor of Medical Sciences Dentistry (B. Med. Sc.(Dent.)) Program is 128, comprising 30 C.H. of Phase I and 98 C.H of Phase II program.

COURSE DESCRIPTIONS OF MODULES OF PHASE II

The curriculum is made up of three Phases I – III. During Phase II there is integrated study of nine organ system modules plus an elective and a Foundation Block.

Each organ-system module is 5-10 weeks long with a module examination at its end. The modules are planned in a logical sequence either based on the more important pathological conditions or as an anatomical sequence. Either way, the course of study covers the most important problems related to the respective organ-system. Below follows a very brief summary for each organ-system module:

1. ***Infection and Immunology***: In this module the major emphasis is on the basics of microbiology and immunology covering the important topics of infectious disease, such as travel, medicine, sexually transmitted infections and immunodeficiency.

2. ***Blood:*** The important concepts of haematology are introduced and illustrated with sequential conditions of the red cell, white cell and platelets. Importantly, the diseases covered have special relevance to commonly encountered conditions in Kuwait.

3. ***Cardiovascular:*** This module covers the important conditions of the heart, arteries and venous system and includes study of the lymphatic system. Common to all organ systems, a problem-based learning case is chosen for each week to illustrate some of the topics for study during that week.

4. ***Respiratory:*** The weeks of study are related to the anatomical divisions of the functional respiratory system and during the weeks of integrated study important issues such as prevention and education related to important diseases are introduced and discussed.

5. ***Endocrinology:*** The major endocrine disorders are considered from a pathophysiological view and related to specific organ related pathologies and clinical features. The PBL cases selected have been used to illustrate the far reaching and diverse effects of endocrine disease.

6. ***Musculoskeletal:*** In this module, the important anatomical areas are used to illustrate musculoskeletal disorders including those which most commonly affect residents of Kuwait.

7. ***Nervous:*** The weeks are logically divided between study of the central and peripheral nervous systems and their related functions with the more important disorders most commonly met.

8. ***Oral Science:*** Based on integrated basic and clinical sciences, clinical competence, public health and professional development & behaviour following areas of study are covered: Growth and development of the head and neck; Mandible and maxilla, and other areas of the skull; Salivary glands; Periodontal tissue; Odontogenesis; Facial swelling and lymphatic drainage; Facial muscles and muscles of mastication; Temporomandibular joint; Tongue; Oral mucosa; Dental caries; Dentoalveolar infections; Dental morphology. These themes are subject to change with changes in the curriculum.

9. ***Preclinical Dentistry***: This module is still being developed and is planned to incorporate previous preclinical courses such as Pre-Clinical Operative Dentistry & Cariology, Dental Anatomy and Function, Pre-Clinical Oral and Maxillofacial Radiology, Dental Biomaterial, Oral and Systemic Pathology and Pre-Clinical Removable Prosthodontics**.**

Dental Clinical Program (Phase III)

Course Requirements

Ninth Semester *(First Semester of Year Five)*				
Course No.			Course	Credit Hours
12	20	521	Pediatric Dentistry I	2
12	20	522	Orthodontics I	2
12	30	531	Oral and Maxillofacial Radiology I	2
12	40	547	Removable Prosthodontics	2
12	40	548	Preclinical Operative Dentistry	2
12	40	541	Prosthodontics I (Fixed)	2
12	40	542	Prosthodontics II (Removable)	2
12	40	543	Endodontics I	2
12	50	551	Periodontology I	2
12	50	552	Oral and Maxillofacial Surgery I	1
12	00	501	Comprehensive Dental Care I	3

Tenth Semester *(Second Semester of Year Five)*				
Course No.			Course	Credit Hours
12	20	524	Pediatric Dentistry II	2
12	20	525	Orthodontics II	2
12	20	523	Dental Public Health I	2
12	30	533	Medical Problems in Dentistry	4
12	40	544	Prosthodontics III (Fixed)	2
12	40	545	Advanced Operative Dentistry	3
12	40	546	Endodontics II	2

12	50	553	Periodontology II	2
12	50	554	Oral and Maxillofacial Surgery II	1
12	00	502	Comprehensive Dental Care II	3
12	00	504	Comprehensive Dental Care (Summer Course)	6

Eleventh Semester *(First Semester of Year Six)*				
Course No.			Course	Credit Hours
12	20	621	Pediatric Dentistry III	2
12	20	622	Dental Public Health II	2
12	20	623	Dental Public Health III	2
12	20	624	Orthodontics III	2
12	40	643	Clinical Operative & Esthetic Dentistry	2
12	30	632	Oral Medicine and Clinical Oral Pathology I	2
12	40	641	Prosthodontics IV (Clinical 1)	2
12	50	651	Periodontology III	2
12	50	652	Oral and Maxillofacial Surgery III	2
12	00	601	Comprehensive Dental Care III	6
12	00	602	Community Rotation I	2

Twelfth Semester *(Second Semester of Year Six)*				
Course No.			Course	Credit Hours
12	20	626	Pediatric Dentistry IV	2
12	20	625	Dental Public Health IV	2
12	20	627	Orthodontics IV	2
12	30	633	Oral Maxillofacial Radiology II	2
12	30	635	Oral Medicine and Clinical Oral Pathology II	2
12	40	642	Prosthodontics V (Clinical 2)	2
12	50	654	Periodontology IV	2
12	50	653	Oral and Maxillofacial Surgery IV	2
12	00	603	Comprehensive Dental Care IV	7
12	00	604	Community Rotation II	2
12	00	605	Comprehensive Dental Care (Summer Course)	6

Clinical Dentistry Program (Phase III)

This program has both didactic and clinical components. The clinical simulation portion is designed to provide further knowledge of the handling characteristics of materials used in the clinic and to allow students to develop the knowledge and skills necessary for patient care. Students perform a series of structured patient-care simulation exercises on a mannequin, and these clinical simulation sessions run parallel to actual clinical sessions.

The clinical sessions are designed to familiarize the student with the oral environment through patient examinations and non-invasive treatment. During the first part of the clinical educational program emphasis is placed on oral diagnosis, and students become familiar with the computerized record-keeping system. During their clinical education the students are exposed to patients with various needs of increasing difficulty, and all clinical education occurs in a comprehensive dental care (CDC) clinic.

Community rotations are an integral component of the clinical education and are designed to familiarize students with the prevailing oral health care system in Kuwait. An Elective Project Study is also scheduled from the second clinical year under the direction and supervision of a mentor from the Faculty of Dentistry or the dental community.

Thirteenth Semester *(First Semester of Year Seven)*				
Course No.			Course	Credit Hours
12	00	701	Comprehensive Dental Care V	8
12	00	702	Community Rotation III	3
12	00	703	Elective Project Study	2

FIRST CLINICAL YEAR

COURSE DESCRIPTIONS

1. **PEDIATRIC DENTISTRY I – 521 (First Semester Year Five)**

   This course is to introduce students to the practice of dentistry for the child patient. This course instills in students the recognition that the child is not a miniature adult but an individual with unique anatomical, physiological, medical, dental and emotional characteristics. Simulated patient-care on pediatric mannequins allow students to develop all clinical and technical skills necessary for comprehensive dental care for children.

2. **PEDIATRIC DENTISTRY II – 524 (Second Semester Year Five)**

   This course provides students with the theoretical knowledge of the somatic and mental development of the child patient as they relate to management of the children in the dental clinic. The course also educates the students on the proper documentation required for medico-legal purposes in pediatric dentistry. The role of general health and the nutritional and dietary status of children in the etiology of common pediatric oral and dental diseases are addressed. The course provides adequate information on contemporary and evidence-based preventive methodologies in pediatric dentistry, and includes clinical sessions that will develop the students' clinical competencies.

3. **ORTHODONTICS I – 522 (First Semester Year Five)**

   The course reviews the growth and remodeling processes of the craniofacial complex, emphasizing how these processes can affect the occlusion. In addition, the course discusses why growth at certain sites can be influenced by external stimuli, why orthodontic appliances can cause differential eruption, and how orthodontic forces can produce controlled tooth movements. In addition to formal lectures, the course includes practical seminars to evaluate diagnostic casts and perform cephalometric analyses.

4. **ORTHODONTICS II – 525 (Second Semester Year Five)**

   The course reviews basic principles for timing of orthodontic treatment as well as the rational for use of different types of orthodontic treatment modalities. In addition to formal lectures, the course includes practical seminars devoted to case analysis.

5. **ORAL & MAXILLOFACIAL RADIOLOGY I – 531 (First Semester Year Five)**

The goal of the course is to introduce the student to the basics of radiographic interpretation and in establishing differential diagnosis in the orofacial region. It will concentrate in teaching the students the basic radiological appearance of caries, periodontal, periapical disease and trauma signs. The students will also learn about developmental disturbances, regressive changes and how to write radiology reports and to localize objects in the jaws.

6. **PROSTHODONTICS I - 541 (First Semester Year Five)**

This course is a series of didactic lectures and simulated practical exercises to introduce the student to the clinical procedures of fixed prosthodontic patient care.

7. **PROSTHODONTICS II - 542 (First Semester Year Five)**

The course in Removable Prosthodontics provides a review of the principles and practice of the restoration of totally edentulous patients with removable artificial replacements. Principles of diagnosis, treatment planning, oral biomechanics and prosthetic design are stressed, consistent with contemporary approaches to preservation of the residual oral structures.

8. **PROSTHODONTICS III - 544 (Second Semester Year Five)**

This course is a series of didactic lectures and simulated practical exercises to introduce the students to the clinical procedures of Fixed Prosthodontic patient care. Didactic classes cover the basic procedures of Fixed Prosthodontics with practical exercises on mannequin heads to enable the student to experience all the simulated procedures prior to actual direct patient care.

9. **ENDODONTICS I – 543 (First Semester Year Five)**

This course provides a review of the etiology, prevention, diagnosis and treatment of diseases of the dental pulp and periapical tissues. Principles of contemporary concepts of instrumentation and obturation of root canals are described and reviewed in detail. The learning sessions include lectures, demonstrations and hands-on instruction in all clinical procedures relevant to the practice of endodontic therapy in a general dental practice.

Students engage in simulated patient care on extracted human teeth and dental mannequins to develop psychomotor skills and knowledge of the working properties of commonly used materials.

10. **ENDODONTICS II - 546 (Second Semester Year Five)**

This course is a continuation to the course 543 Endodontics I. It provides a review of the etiology, prevention, diagnosis and treatment of diseases of the dental pulp and periapical tissues. Principles of contemporary concepts of biomechanical instrumentation and obturation of root canals are described and reviewed in detail. The practical sessions in this part of the course familiarizes the student to the use of nickel titanium endodontic files and the use of rotary instruments. The learning sessions include lectures, demonstrations and hands-on instruction in all clinical procedures relevant to the practice of endodontic therapy in a general dental practice. Students engage in simulated patient care on extracted human teeth and dental mannequins to develop psychomotor skills and knowledge of the instruments used and the working properties of commonly used materials.

11. **PERIODONTOLOGY I – 551 (First Semester Year Five)**

This course is divided into two parts that will be run concurrently: The first part consists of a series of lectures and the second part is the practical course consisting of a combination of practical lectures, demonstrations and exercises. The practical sessions will be conducted in the preclinical laboratory and the clinic following an interactive format in which subjects lectured on during the first part of each session will be practiced on phantom heads or fellow students in the same session.

12. **PERIODONTOLOGY II - 553 (Second Semester Year Five)**

The course will review the microbiology, host–parasite interactions and the pathogenesis of periodontal diseases. Different forms of periodontal diseases, chronic and aggressive periodontitis, necrotizing periodontitis, periodontal abscess and periodontal manifestation of systemic diseases will be described. The importance of risk factors in the etiology of periodontal diseases will be emphasized. Periodontal disease as a risk for systemic disease will be reviewed.

13. **ORAL & MAXILLOFACIAL SURGERY I - 552 (First Semester Year Five)**

The course provides the student with the basic knowledge of oral and maxillofacial surgical principles. The theoretical background of local anesthesia and its clinical practice are essential components of the course. This course also instructs the student to perform conventional tooth extraction along with the principles of patient evaluation.

14. **ORAL & MAXILLOFACIAL SURGERY II - 554 (Second Semester Year Five)**

This course is focused on teaching the students indications and contraindications of dentoalveolar surgery especially impacted teeth. The students will be given opportunity to perform minor oral surgical operations together with their teachers. Lectures on surgical anatomy, impacted teeth, sedation post-operative management, complications, surgical management of oral pathologic lesions such as cysts and benign tumours, odontogenic infections and endodontic surgery will be given.

15. **COMPREHENSIVE DENTAL HEALTHCARE I, II & SUMMER COURSE – 501, 502 & 504 (First & Second Semester Year Five, and Summer Semester)**

The course will comprise three major components:

- Clinical Practice (patient treatment, practical element)
- Clinical Conferencing (briefing and debriefing before and after the clinical sessions, didactic element)
- Clinical Seminars - weekly (didactic element)

This course will continue throughout the entire clinical program with increasing volume and will constitute a major bulk, 25 CH out of the 104 CH program.

16. **DENTAL PUBLIC HEALTH I (PREVENTIVE DENTISTRY) – 523 (Second Semester Year Five)**

This course covers the role of oral hygiene, fluoride and sealants in the prevention of oral disease, with special emphasis on the advantages and disadvantages of different fluoride delivery systems. The basic principles of primary health care and health promotion are reviewed and will be taught in the context of an oral health care system, along with theories of behavioral changes.

17. ADVANCED OPERATIVE DENTISTRY - 545 (Second Semester Year Five)

This course is designed to prepare clinical dental students to restore badly broken down teeth as well as manage discolored anterior teeth by bleaching, micro-abrasion and laminate veneers. The pathology and clinical presentation of advanced carious lesion will be described and the management of the deep carious lesion outlined. The various causes and management of tooth discoloration will be described. The practical exercises will be limited to simulation of the clinical procedures in the restoration of complex cavities with metallic and tooth-colored intra-coronal restorations.

SECOND CLINICAL YEAR

COURSE DESCRIPTIONS

1. PEDIATRIC DENTISTRY III - 621 (First Semester Year Six)

This course focuses on the genetic basis, developmental parameters, clinical presentation and management of dento-facial anomalies in children. The course provides didactic and clinical diagnosis and management of oral and soft-tissue lesions in children.

2. PEDIATRIC DENTISTRY IV- 626 (Second Semester Year Six)

This course focuses on clinical presentation and the dental management of disabled children. The course will provide the opportunity for the students to be involved in the clinical management of disabled and hospital-based child patients requiring oral and dental management. Students will be required to provide comprehensive dental care to both normal and disabled children in a normal dental setting including the use of minor sedation technique. The course will also provide students with the practical knowledge for the preparation of pediatric dental cases.

3. DENTAL PUBLIC HEALTH II (PREVENTIVE DENTISTRY) – 622 (First Semester Year Six)

This part of the course covers basic principles in nutrition, concentrating on the relationship between diet and oral health, and includes the practice of individual diet counseling. This course relates to Pediatric Dentistry, Cariology, Periodontology, Oral Surgery and Prosthodontics.

4. **DENTAL PUBLIC HEALTH III (ORAL EPIDEMIOLOGY) – 623 (First Semester Year Six)**

   The course aims to provide information on tools to plan, implement and report an empirical study. It also provides information on planning and implementation of oral health programs in conjunction with the community or other health professionals.

5. **DENTAL PUBLIC HEALTH IV - 625 (Second Semester Year Six)**

   This part of the course provides current information on oral health and oral health care in Kuwait, and basics of ethical principles in health care.

6. **ORTHODONTICS III - 624 (First Semester Year Six)**

   This course provides an introduction to clinical skills needed for orthodontic treatment. The necessity of acquiring orthodontic records and informed consent before starting comprehensive orthodontic treatment is highlighted. Clinical skills for fixing, adjusting, and removing orthodontic appliances are introduced theoretically and practically. The different orthodontic appliance systems and types of orthodontic tooth movements are reviewed. The course will include lectures and practical sessions for maximum hands on experience.

7. **ORTHODONTICS IV - 627 (Second Semester Year Six)**

   This course provides an introduction to advanced issues in clinical orthodontics. Diagnosis and management of cases with ectopic eruption, ankylosis, impaction, and agenesis of single or multiple teeth will be reviewed. Multidisciplinary approach to orthodontic treatment combined with oral surgery, periodontics, and prosthodontics will be reviewed. The course will consist of lectures and clinical case reports. There will be an assessment examination at the end of the course.

8. **ORAL MEDICINE & CLINICAL ORAL PATHOLOGY I – 632 (First Semester Year Six)**

   Oral Medicine involves the diagnosis and non-surgical management of organic diseases and functional disorders of the orofacial structures and includes screening for oral malignancy, the management of premalignant lesions and the diagnosis and management of orofacial pain. The oral health care of HIV positive and other patients with systemic illness is undertaken in collaboration with other members of the Dental and Medical team. It is,

therefore, a liaison specialty, which involves close contact with other medical and dental specialties. The course provides a basis for understanding how medical and surgical conditions influence oral health and oral health care and the hazards associated with operative intervention for these patients.

9. ORAL MEDICINE & CLINICAL ORAL PATHOLOGY II – 635 (Second Semester Year Six)

These lectures are designed to provide basic information on a variety of topics related to temporomandibular disorders (TMD) and orofacial pain. The course will also include topics on medical problems encountered in dentistry. The scientific principles in forensic dentistry that form the basis of craniofacial identification will be also included. Methods of diagnosis of head and neck pain will be discussed, with emphasis on the pathophysiology of orofacial pain and its interdisciplinary management. The treatment modalities of TMD will also be briefly discussed, but the emphasis will be mostly on formulating differential diagnosis.

11. PROSTHODONTICS IV - 641 (First Semester Year Six)

The course consists of lectures and practical sessions in prosthodontics, with emphasis on fixed prostheses, but with some overlap with removable prostheses. The course seeks to bring together the knowledge that students gained in previous preclinical courses in fixed and removable prosthodontics, thereby adding to their understanding of diagnosis, planning and the procedures for treating partial edentulism using appropriate clinical techniques.

12. PROSTHODONTICS V - 642 (Second Semester Year Six)

The course consists of lectures on advanced prosthodontics, including removable, fixed, and implant prostheses. The course seeks to bring together the learning that students achieved in previous distinct courses in fixed and removable prosthodontics, thereby improving their understanding about diagnosis, planning and the procedures for treating partial and complete edentulism using more advanced techniques.

13. PERIODONTOLOGY III - 651 (First Semester Year Six)

The course consists of two parts - one part is based on a series of lectures with approximately one lecture each week, and one part includes a practical course with

demonstrations and exercising various simple periodontal surgical techniques. The course will focus on the rationale for periodontal surgery in the overall treatment of periodontal diseases and the general indications for periodontal surgery. Various surgical techniques as well as regenerative therapy will be described and commented on.

The practicals will focus on simple surgical techniques which a general practitioner may master. Suturing techniques, placement and removal of periodontal dressings and postoperative routines will be described and practiced.

14. PERIODONTOLOGY IV - 654 (Second Semester Year Six)

The course consists of lectures and seminars. The seminars will be prepared by students, and each seminar will be subsequent to a lecture on the same subject presented by a staff member.

The course will review the relationship between occlusion and periodontal disease. It will specifically deal with inter-disciplinary issues like endodontic and orthodontic aspects of periodontics as well as Periodontology and Implant dentistry. The course will also focus on the scientific basis for periodontal therapy and how periodontal therapy may be integrated as a part of general dental practice.

15. ORAL & MAXILLOFACIAL SURGERY III - 652 (First Semester Year Six)

This course is focused on teaching the students the main aspects of Oral Traumatology. An introduction to the principles of treatment of hard and soft tissue injuries in the oral and maxillofacial region is covered. Moreover, the principles of diagnosis and treatment of diseases of the maxillary sinus are covered. An overview of management of irradiated patients is given. Minor pre-prosthetic surgery and an introduction to implant surgery are also introduced to the student in this course. In the clinic students are further trained in dento-alveolar surgery especially impacted teeth. The students will be given special sessions for extractions and opportunity to assist in minor oral surgical operations.

16. ORAL & MAXILLOFACIAL SURGERY IV - 653 (Second Semester Year Six)

An overview of advanced oral and maxillofacial surgical procedures is given. This includes an introduction of orthognathic surgery, management of malignant tumors of the jaws, management of salivary gland diseases, and surgical reconstruction of defects of the jaws. Basic and advanced dental implant surgery and principles of management of

temporomandibular joint dysfunction are covered. The students will be divided into groups for problem-based tasks which involve literature reviewing and discussion. In the clinic students are further trained in dento-alveolar surgery such as extractions and take part in surgical extractions of impacted teeth.

17. ORAL & MAXILLOFACIAL RADIOLOGY II - 633 (Second Semester Year Six)

The goal of this course is to prepare the student for the full responsibility of radiographic imaging in a general dental practice, including the assurance that every exposed radiograph is relevant to and has the quality required for the diagnostic problem or clinical evaluation at hand and that every image is produced using the lowest possible radiation dose. A second goal is to give the students a basic knowledge of the radiological characteristics of the common pathological lesions of the jaws and in establishing differential diagnosis for these lesions.

18. COMPREHENSIVE DENTAL HEALTHCARE III, IV & SUMMER COURSE – 601, 603 & 605 (First & Second Semester Year Six)

The course will comprise three major components:

- Clinical Practice (patient treatment, practical element)
- Clinical Conferencing (briefing and debriefing before and after the clinical sessions, didactic element)
- Clinical Seminars - weekly (didactic element)

This course will continue throughout the entire clinical program with increasing volume and will constitute a major bulk, 25 CH out of the 104 CH program.

19. COMMUNITY ROTATION I & II – 602 & 604 (First & Second Semester Year Six)

This course educates students on the treatment of patients in a community setting.

THIRD CLINICAL YEAR

COURSE DESCRIPTIONS

1. COMPREHENSIVE DENTAL HEALTHCARE V - 701 (First Semester Year Seven)

The course will comprise three major components:

- Clinical Practice (patient treatment, practical element)
- Clinical Conferencing (briefing and debriefing before and after the clinical sessions, didactic element)
- Clinical Seminars - weekly (didactic element)

2. COMMUNITY ROTATION III - 702 (First Semester Year Seven)

This course educates students on the treatment of patients in a community setting.

3. ELECTIVE PROJECT STUDY - 703

Each student is required to conduct an independent elective project in some field of dentistry. Each student chooses a supervisor and a topic for this project, which may be a short clinical study, an in vitro study, an epidemiological study, a special clinical project related to a new procedure, or a comprehensive literature review paper.

New Dental Program (2010 Intake Onwards)

Course Requirements - Phase I Curriculum (2010 intake onwards)

First Semester *(First Semester of year One)*				
Course No.			Course	Credit Hrs
14	88	181	English 181	5
14	40	140	Chemistry for Health Sciences	3
14	00	141	Biophysics	3
			Elective	3
14	10	101	Introduction to computers in medicine	1

Second Semester *(Second Semester of year One)*				
Course No.			Course	Credit Hrs
14	88	182	English 182	5
14	20	143	Biology for Health Sciences	4
14	10	144	Biostatistics and Basic Epidemiology	3
			Elective	3
Phase I Total C.H.				**30**

Course Requirements - Phase II Curriculum (2010 intake onwards)

Third Semester *(First Semester of Year Two)*				
Course No.			Course	Credit Hrs
05	88	183	English 183	5
05	50	303	Foundation Block	11

Fourth Semester *(Second Semester of Year Two)*				
	Course No.		Course	Credit Hrs
05	50	304	Foundation Block	8
05	50	306	Infection & Immunology	5

Fifth Semester *(First Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	70	402	Blood System Module	5
05	80	306	Cardiovascular System Module	8
05	80	307	Respiratory System Module	8

Sixth Semester *(Second Semester of Year Three)*				
	Course No.		Course	Credit Hrs
05	80	308	Endocrinology System Module	8
05	80	309	Musculoskeletal System	8

Seventh Semester *(First Semester of Year Four)*				
	Course No.		Course	Credit Hrs
05	30	312	CNS	8
05	80	402	Renal	8

Eighth Semester *(Second Semester of Year Four)*				
	Course No.		Course	Credit Hrs
05	75	311	Digestive	8
05	00	406	Elective	2

The grand total credit hours for the Bachelor of Medical Sciences (B. Med. Sc.) Program is 122, comprising 30 C.H. of Phase I and 92 C.H of Phase II program.

Course Requirements - Phase III Curriculum (2010 intake onwards)

Summer Semester before Year Five		
Course No.	Course	Credit Hours
12 00 500	Introduction to Clinical Dentistry (Part I)	6

Ninth Semester *(First Semester of Year Five)*		
Course No.	Course	Credit Hours
12 00 503	Introduction to Clinical Dentistry (Part II)	6
12 00 505	Clinical Foundation	6
12 00 506	Patient Assessment and Diagnosis	6
12 00 501	Comprehensive Dental Care Clinic I	3

Tenth Semester *(Second Semester of Year Five)*		
Course No.	Course	Credit Hours
12 00 507	Patient Treatment Planning	8
12 00 508	Comprehensive Dental Healthcare I	9
12 00 502	Comprehensive Dental Care Clinic II	3

Summer Semester before Year Six		
Course No.	Course	Credit Hours
12 00 600	Comprehensive Dental Care Clinic (Summer Course)	6

Eleventh Semester *(First Semester of Year Six)*		
Course No.	Course	Credit Hours
12 00 606	Medicine in Dentistry	7
12 00 607	Comprehensive Dental Healthcare II	8
12 00 601	Comprehensive Dental Care Clinic III	6

Twelfth Semester *(Second Semester of Year Six)*		
Course No.	Course	Credit Hours
12 00 608	Comprehensive Dental Healthcare III	8
12 00 609	Dentistry in the Community	7
12 00 603	Comprehensive Dental Care Clinic IV	7

Summer Semester before Year Seven		
Course No.	Course	Credit Hours
12 00 700	Comprehensive Dental Care Clinic (Summer Course)	6

Thirteenth Semester *(First Semester of Year Seven)*		
Course No.	Course	Credit Hours
12 00 704	Research in Dentistry	6
12 00 701	Comprehensive Dental Care Clinic V	8

Fourteenth Semester *(Second Semester of Year Seven)*		
Course No.	Course	Credit Hours
12 00 705	Research Project	2
12 00 706	Comprehensive Dental Care Clinic VI	12

The grand total credit hours for the B. Med. Sc., DMD Program is 252, comprising 30 C.H. of Phase I, 92 C.H of Phase II and 130 C.H of Phase III program.

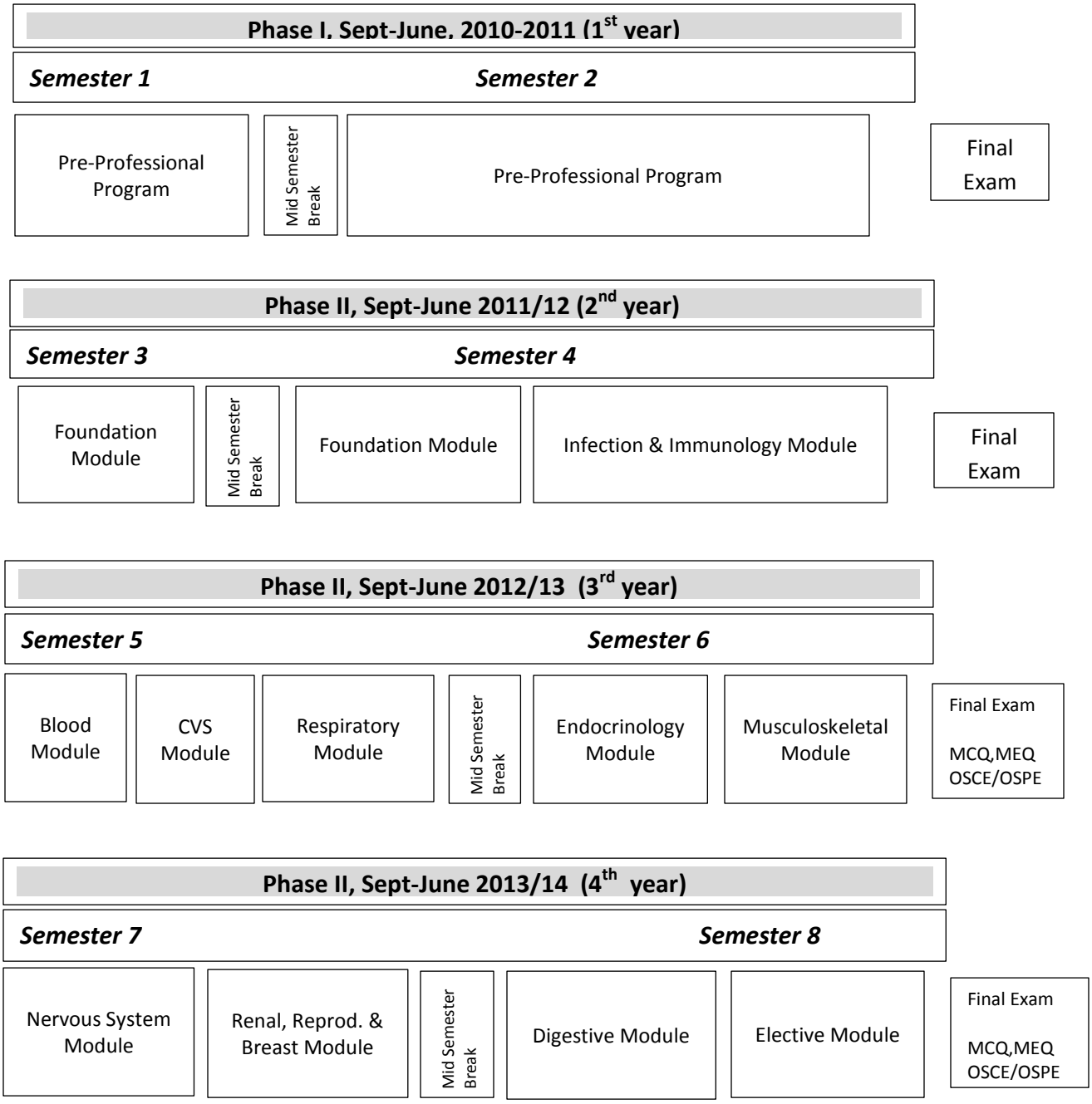
COURSE DESCRIPTIONS OF MODULES

The new curriculum is made up of three Phases I – III as in the previous years. Dental students will follow the same, Phase I & Phase II curriculum as the medical students in the Medical Faculty and will receive the Bachelor of Medical Sciences (B. Med. Sc.) degree at the end of the Phase II program. The new Phase III (i.e. the dental modules) will consist of 3 full years (5^{th}, 6^{th} and 7^{th} year).

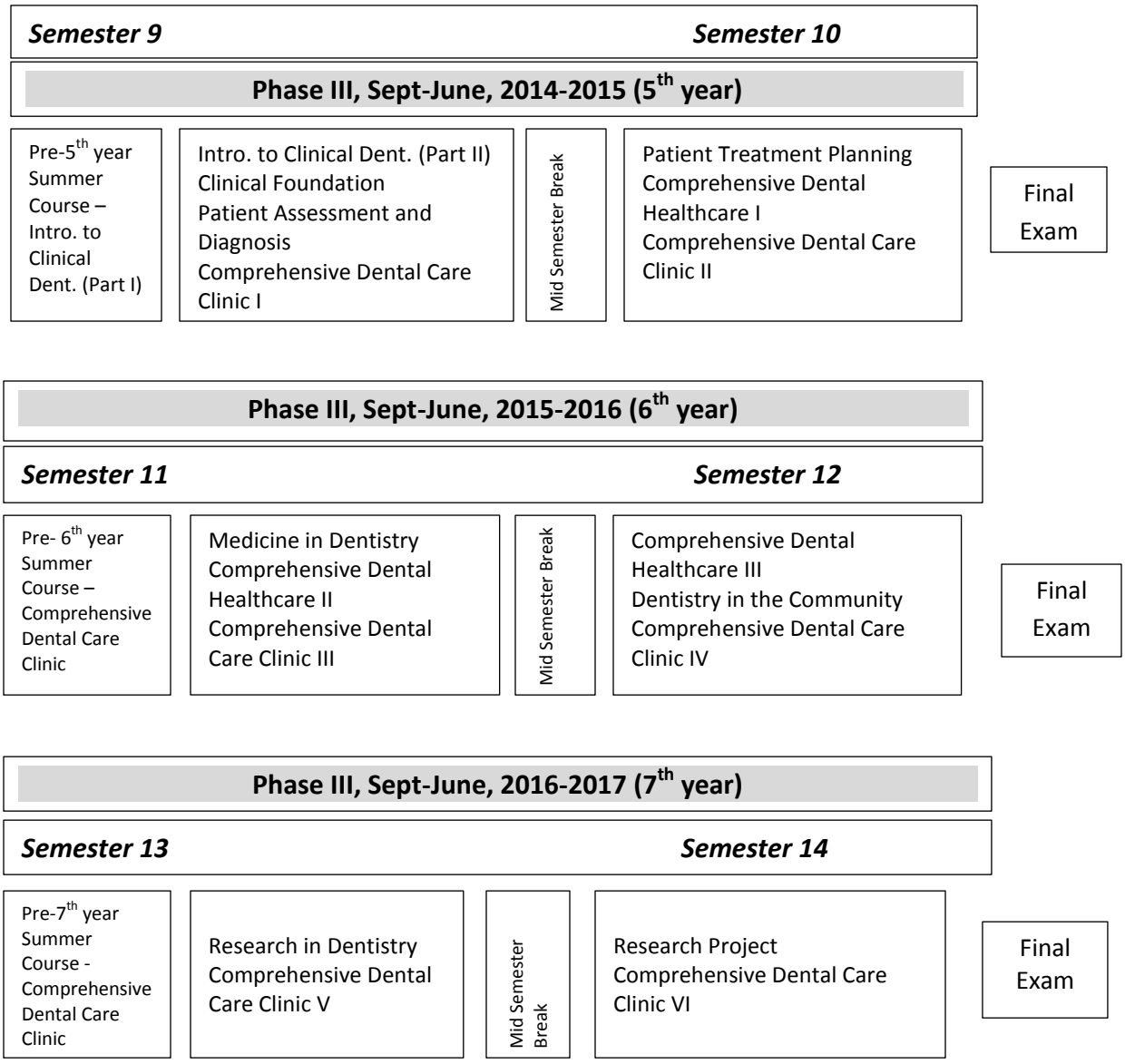
During Phase II there is an integrated study of nine organ system modules plus an elective and a Foundation Block. Each organ-system module is 5-10 weeks long with a module examination at its end. Unlike in the previous curriculum the dental students will not be doing the Introduction to Dental Profession course in the 2^{nd} year as well as the Oral Science and Preclinical Dentistry Modules in the 4^{th} year.

In Phase III the first module (i.e. Introduction to Clinical Dentistry I) will begin as a summer course soon after the students complete the Phase II examination at the end of the 4^{th} year in the Medical Faculty. This will be continued with the 2^{nd} module (i.e. Introduction to Clinical Dentistry II), which will commence at the beginning of the 5^{th} academic year. Other modules will follow as in the major sheet. The contents that would be covered in these modules have yet to be formulated by the curriculum committee.

Strategy Map - Student intake (2010 Academic year)



Strategy Map - Student intake (2010 Academic year)



Graduation Requirements for

B. Med. Sc. (Dent.) Program

Requirements for Graduation

1. Approved programs of study shall be those prescribed by the Faculty of Medicine. A candidate shall not be held to have pursued an approved program unless his/her studies are certified as satisfactory by the Faculty of Medicine.
2. To qualify for graduation with the B. Med. Sc.(Dent.) degree, a candidate must have pursued approved courses for not less than four years and have satisfied the examiners. Except by special permission of the Faculty of Medicine, these four years shall be those four following a candidate's admission to the Kuwait University.
3. No candidate shall be allowed to repeat any year of the B. Med. Sc.(Dent.) Phase II program more than once.
4. Any candidate granted one year's leave of absence from the B. Med. Sc.(Dent.) Phase II program by the Faculty of Medicine shall lose the right to repeat that year of the program should they fail on their return.
5. Any candidate who is absent for one year from the B. Med. Sc.(Dent.) Phase II program or who does not attend the end of course assessments and the final examination of any one year shall, on his/her return be treated as a repeat student as well as lose the right to repeat any subsequent year of the program which he/she might fail after his/her return.
6. A mark of zero and the grade "F" shall be given for any examination which is missed without proper excuse.
7. Any candidate who resits a final examination shall take a "C" grade for each resit, if he/she satisfied the examiners.

ACADEMIC POLICIES & REGULATIONS

ACADEMIC POLICES AND REGULATIONS

The Credit Hour (C.H.)

The Credit Hour is basically a criterion for specifying the study load which a student must take each semester and which he/she must carry over several semesters for the purpose of being awarded a degree.

The academic department which offers a particular course specifies the number of credit hours that the course is worth. The credit hour rating of a course is usually estimated on the basis of one hour of theoretical study (i.e. a lecture) or at least two hours of applied study (e.g. a chemistry laboratory session) being equal to 1 C.H. All courses must extend throughout a complete semester. No course can be rated less than 3 C.H.

UNIVERSITY ABSENCE POLICY

1. A student has to attend all his/her courses, be they theoretical or practical
2. A student gets a first warning after being absent for 3 hours of a course
3. A student gets a final warning after being absent for 6 hours of a course
4. A student fails a course if he/she is absent for more than 6 hours

ATTENDANCE POLICIES OF THE FACULTY OF DENTISTRY

a) A departmental attendance record shall be kept for all lectures, practical and tutorials.

b) A student who misses more than twenty percent of the lectures, will be reviewed by an ad hoc committee of the preclinical chairmen who will decide if that student should be allowed to appear for the final examinations or not.

c) A student who is found to be absent in the practical/tutorials, for more than a department considers permissible, shall be officially reported in writing to the Vice Dean (Academic).

d) An ad hoc committee of the pre-clinical chairmen, convened by the Vice Dean (Academic), will review the absence level and overall performance of the students. This committee will decide the eligibility of the students to enter the final examinations. A unanimous decision will be required to prevent any student from sitting the final examinations.

- Medical excuses are to be taken to the Student Affairs Office within **three days** of return to classes.
- Missing more than 6 hours of class due to medical illnesses will be further investigated.
- Missing class on the date of a graded assignment will not be accepted.

1. PBLs and Clinical Skills

a) Attendance is mandatory. Excuses will be granted by the Dean/Vice-Dean (Academic) only;

b) Students who are absent from these sessions without excuse will not be allowed to appear for the end of module assessment and will be awarded an "F" grade for that module;

c) Students who are prevented from appearing in the end of module assessments in two or more modules will not be allowed to proceed to the subsequent modules.

2. Practical/ Tutorials/Lectures

a. Attendance is compulsory and an excessive level of absence from these will prevent the student from appearing the final examinations at the end of the relevant program. The absence will be calculated for the duration of the whole program.

b. A student who misses more than twenty percent of the practical/tutorial/lectures, will be reviewed by an ad hoc committee chaired by the Vice-Dean (Academic) who will decide if that student should be allowed to appear for the final examinations or not.

3. Regulations on absences from Assessments / Examinations

a) Excuse from appearing for the assessment/examination will be granted by the Vice President only for the following reasons :

i. Admission of the student to the Government hospital as an inpatient;

ii. Death of a first degree family member(father, mother, grandfather, grandmother and siblings) of the student;

iii. Other extenuating circumstances approved by the Vice President based on the recommendation of the Coordinators Committee/Examination Committee.

b) Students who are unable to appear for the assessment for reasons stated above should inform the Vice-Dean for Research & Student Affairs Office, and Office of the Vice President HSC their reason for missing the assessment within two working days.

c) A substitute in-course assessment shall be given to a student who has proper reason for missing assessments and will take the actual grade.
d) Any assessment which is missed without proper excuse shall be given a mark of zero (grade F).
e) Students who absent themselves from the final examinations in any subject(s), without prior permission of the Dean/Vice-Dean (Academic) will not be allowed to appear for the resit examination in that subject(s).
f) Candidates who miss a final examination without a valid excuse as approved by the Vice-Dean, Academic will be granted zero (F grade).

Guidelines Governing Student Absences From Clinics

1. Attendance of clinical sessions is mandatory.
2. Daily attendance of each student during clinical sessions is strictly monitored.
3. If a student has any absence (excused/unexcused), this should be made up during the summer course, unless recommended otherwise by the CDC Director and approved by the Vice-Dean (Academic).

Assessment and Examination Regulations

Examination Procedures

i. Continuous evaluation shall take place each semester.
ii. 40% to 50% of total marks shall be awarded through continuous evaluation and 60-50% shall be awarded in the final examinations.

When assessing the Grade Point Average, the evaluation of a student shall be based on the courses which he/she successfully passed according to the required standards. For courses in which he/she fails, either he/she shall be required to repeat the course or he/she may be allowed to change courses according to the University regulations and Faculty requirements. A student is not allowed to repeat a course he/she studied previously and obtained a grade of "C" or above. When assessing the G.P.A of the first five courses the student repeated, the new grade will be taken into account. The value of the scores in all the courses in which he/she succeeds or fails shall be counted in his/her grading. If a student fails to sit the exam, he/she gets an 'F' grade.

PRECLINICAL YEARS

Assessment/Examination Format

The following formats will be used in the assessments/ final examinations:

1. **MCQ** (multiple choice questions)
2. **MEQ** (modified essay questions)
3. **OSCE** (objective structured clinical examination)
4. **OSPE** (objective structured practical examination)

Regulations

Final Examination

1. The pass mark will be sixty percent.
2. Excused absence : Excuse from appearing for the final examination will be granted by the Dean/Vice-Dean (Academic) only for reasons mentioned earlier.

3. There will not be any make-up examination following the final examination.
4. However, those candidates who have an excused absence will appear in the resit examination in August/September and shall get their actual grade. However, if such a student fails the resit exam, he/she will repeat the year/ be dismissed from the Faculty of Medicine, as appropriate.
5. Those who fail in resit examination will be allowed to repeat the year only once.
6. The final grade in this resit examination will be computed in the same format as that of the final examination grade, including the end of module assessment grades.
7. The maximum final grade given to a passing student in the resit examination is 'C' (60% marks). However, the student taking a resit exam due to an excused absence will be awarded the actual grade.

Year 1 Assessments and Final Examinations

A. Assessments (End of Module Assessment) – Year 1

i. Foundation blocks will have a total of four assessments (two each, in each semester).
ii. The Infection and Immunology module will have an end of module assessment at the end of the module.
iii. The combined in-course assessments will contribute 40% to the final mark for Year 1.
iv. MCQ will be used as an assessment format in the proportion as decided by the Examination Committee, giving a fair representation to the themes covered.
v. Clinical competence and laboratory exercises will not be assessed summatively. The tutors, instead, shall give formative assessments with feed-back.
vi. There will be a make-up assessment for those candidates who have valid excuses granted by the Dean/Vice-Dean (Academic) according to the Faculty of Medicine regulations.
vii. Make-up assessment shall be given to a student when he/she is fit, but not later than the resumption of study (first week of the following module) using a format similar to the regular assessment.
viii. Students shall be awarded their actual grades in a make-up assessment.
ix. Phase II Examination Committee will collect examination question from the System Coordinators for review.

x. A post-test review of the questions shall be carried out based on item analysis and provide feed-back to the system coordinators and Vice-Dean Academic.

xi. The examination will be conducted by the Vice-Dean Academic.

Final Examination (End of Year Examination) – Year 1

(A) English 183

1. English 183 final examinations will be conducted and graded by the English Language Unit independently according to the University grading scale.
2. Students who fail the English 183 examinations will be given a resit examination at the beginning of the second semester.
3. Those students who fail the resit examination at the beginning of the second semester will be allowed to continue in the program and will be given another resit examination along with the end of year final examinations of Year 1.
4. Those students who fail the second resit examination will have to repeat English 183 course and examinations.
5. Students who fail to successfully complete the requirements of the English 183 at the end of the repeat year will be dismissed from the Faculty of Medicine.

(B) Foundation blocks and I & II module

1. The pass mark shall be sixty percent.
2. Phase II Examination Committee will collect and review examination question from the System Coordinators.
3. At the end of year 1 there will be a summative final examination, which will contribute 60% to the final mark.
4. MCQs and MEQs will be used as a format in the proportion as decided by the Phase II Examination Committee; giving a fair weightage to the themes covered. In general content coverage will be with the following formats:
   - Knowledge Paper 1 (Part 1) MCQs (90%)
   - Integration Paper 1 (Part 2) MEQs (10%)
5. The students getting <60% total marks will qualify for a resit examination.

6. Any student repeating Year 1 of the Phase II program, who subsequently fails the final examination, shall be allowed to appear for a resit examination in August/September, but if he/she fails in this resit examination, he/she shall be dismissed from the Undergraduate Medical Program of the Faculty of Medicine.

Year 2 and 3 Assessments and Final Examinations

End of Module Assessments : Year 2 and 3

1. Each system will be assessed separately during the last week of each system.
2. The combined assessments will contribute 40% to the Final Mark.
3. MCQ/MEQ will be used as an assessment format in the proportion as decided by the Examination Committee, giving a fair weight to the themes covered.
4. Clinical competence and laboratory exercises will not be assessed summatively. The tutors, instead, shall give formative assessments with feed-back.
5. There will be a make-up assessment for those candidates who have valid excuses granted by the Dean/Vice-Dean (Academic) according to the Faculty of Medicine regulations.
6. Make-up assessment shall be given to a student when he/she is fit, but not later than the resumption of study (first week of the following system) using the format similar to the regular assessment.
7. Students shall be awarded their actual grades in a make-up assessment.
8. Phase II Examination Committee will collect examination questions from the System Coordinators and review.
9. A post-test review of the questions shall be carried out based on item analysis and provide feed-back to the system coordinators and Vice-Dean for Academic Affairs.
10. The examination will be conducted by the Vice-Dean for Academic Affairs.

Final Examinations: Year 2 and 3

1. The Final examination will contribute 60% to the Final Mark.
2. The OSCE and OSPE examinations will cover clinical and laboratory skills.

3. MCQs and MEQs will be used as a format, giving a fair representation to the themes covered. In general content coverage will be assessed using the following formats:

➢ Knowledge	Paper 1 (Part 1)	MCQs
➢ Integration	Paper 1 (Part 2)	MEQs
➢ Clinical/Lab skills	Paper 2	OSCE/OSPE

4. Questions will be reviewed before and after the examination, based on item analysis by the Examination Committee.
5. Students getting <60% total marks will qualify for a resit examination.
6. Any student repeating the 2nd/3rd year of Phase II program and fails in the June final examinations shall be allowed to appear for the resit examination in August/September, but if he/she fails this resit examination, he/she will be dismissed from the Undergraduate Medical Program of the Faculty of Medicine.

Standards

An absolute standard of 60% will be used as the pass mark in all summative examinations for student promotion.

CLINICAL YEARS

Assessments for the Clinical Program

There is a system of continuous evaluation followed by final examination. The final grades are determined by the continuous assessment and the final examination.

The Faculty has adopted the system of external examiners who are expected to participate in final examinations, as well as in other Faculty activities, e.g. teaching, seminars, or joint research. The external examiners submit reports to the Dean on the standard and conduct of the examinations and other relevant issues.

There is a Board of Examiners to decide on the final grading of each student, taking into consideration his/her performance in all subjects.

The Faculty has adopted the system of resit examinations. Depending upon a student's performance in the various subjects, the Board of Examiners may decide on a resit examination, repetition of the year, or eventual dismissal from the Faculty.

Examination Regulations for the Clinical Program

The following guidelines are to assist the Vice-Dean (Academic) and the Dean in governing the final examinations, subject to the final approval of the Board of Examiners and/or the Faculty Council, as appropriate.

1. The pass mark in the final examination shall be sixty percent.
2. A student who has failed the clinical examination will not be promoted to the following year. A clear pass in the clinical examination is mandatory for the promotion of the student. The theory marks cannot compensate for the shortage of marks in clinical examination. The candidate must achieve a minimum of a pass grade in both theory and in the clinical examinations.
3. There shall be in-course assessments carried out throughout the program for each course. The grades obtained in each assessment shall be considered in determining the final marks.

Assessments for Didactic Courses

1. An end-of -course assessment is conducted for each semester. If the course runs for two semesters, then there will be two end-of-course assessments.

2. The end-of-course assessments in the first semester comprises the mid-year examination and the end-of-course assessments in the second semester comprises the final examination.

3. For those subjects that have a course in each of the two semesters, each course marks will account for the final total. The students' grades for the final examination is calculated based on the overall marks of the two courses.

4. An external examiner will be invited to conduct viva-voce for all subjects in the final examination depending on the format of the course. The final grades of the students for the final examination is upgraded based on the performance in the viva-voce.

5. An overall average of sixty percent or better is required in order to be eligible to proceed to the next clinical year.

6. Students are expected to complete their clinical competency tests before the end-of-course assessments failing which results will be withheld till satisfactory completion.

7. In the case of a resit examination, the marks obtained in the in-course assessments will be carried over.

Assessment of Clinical Skills

1. There shall be an end-of-course assessment at the end of the 10^{th}, 12^{th}, and 13^{th} semesters.

2. Each end-of-course assessment shall consist of 2 parts namely,

    a) Adult Dentistry
    b) Pediatric Dentistry

3. The assessment at the end of the 10^{th} and 12^{th} semesters shall comprise:

    a) OSCE covering all CDC clinical disciplines
    b) Assessment of competency (predominantly psychomotor skill) in clinical procedures or completed patients specified by various disciplines viz. Operative Dentistry, Fixed Prosthodontics, Removable Prosthodontics, Endodontics, Periodontics, Oral Surgery and Pedodontics with Orthodontics; each of these disciplines shall make equal contribution to the final score in this category .

c) Assessment of attitude (affective skill) by the mentor in each group practice at the CDC clinic.
d) Case Presentation Seminar

4. The assessment at the end of the 13th semester shall comprise:

a) OSCE covering all CDC clinical disciplines
b) Assessment of two finished cases (one adult and the other a pediatric patient)
c) Assessment of attitude (affective skill) by the mentor in each group practice at the CDC clinic.
d) Case Presentation Seminar
e) Viva voce examination based on the finished case
f) Oral examination based on a short (unseen) case

Comprehensive Dental Care Assessment Criteria

Seminar

Each student will be expected to prepare an assigned clinical topic for presentation at a seminar. The write-up for the seminar shall be scored by the seminar instructor and the course director, and the presentation graded by all faculty members present.

Case Presentation

Students shall present, at a seminar, cases under their care both at the treatment planning stage and after completion of the treatment. The marks obtained shall be based on scores awarded by the mentors (50%), and other faculty members (50%).

Competency

Students will be expected to take a competency test in each of the clinical disciplines, after acquiring the stipulated clinical experience. Assessment of competency may take place during any clinical session during the academic year. The course director/mentor together with the head of the clinical discipline shall make the necessary arrangements for the conduct of the test.

Objective Structured Clinical Examination (OSCE)

Different aspects of general dental practice shall be assessed by OSCE, comprising at least 15 observed and unobserved stations.

Clinical Behavior

Punctuality, observation of infection control procedures, rapport with patients, relationship with professional colleagues and auxiliary staff, ethics and technical skill shall all be taken into consideration in scoring students for behavior.

Finished Cases

Apart from the minimum clinical experience in each clinical discipline, students shall be required to complete treatment for a specified number of patients during each academic session. Students, who complete more than the specified number of patients, shall get bonus marks. In awarding the marks, the mentors shall categorize the cases presented into simple, moderate and complex and the cases scored accordingly

Final year Examination and Graduation Regulations: Year 7

a. Students who fail in any aspect of the January Final Examination may be permitted to attend all the CDC Sessions of the 2nd Semester of that year, this being a prerequisite to resit the final exam in June of the same year.

b. Students who have completed and passed Elective Research Course shall be exempted from resubmitting another Elective requirement. The grade of the Elective shall be taken forward.

c. Students who fail the resit examination in June shall attend all the Courses and CDC Sessions of the fall semester of the 7th year and sit for the final January examinations.

d. Students who fail in the January examination in the repeat year may be allowed to sit for the June examination of the repeat year.

Grading System

A. Annual examination

The grades at the end-of-year (10^{th} and 12^{th} semesters) examinations shall be based on the performance in the competency tests due that year, assessment of clinical behavior, and OSCE.

B. Final Examination

To be eligible to sit for the Final Examination, a student must pass all the competency tests, as well as satisfy each of the disciplines that he/she has acquired the prescribed clinical experience.

The grades in this examination which takes place during the 13^{th} semester shall be based on the assessment of two finished cases (one adult and the other a pediatric patient), viva voice examination based on the finished case, oral examination based on a short (unseen) case, and OSCE.

The in-course assessment will account for 60% of the final grade, while the end-of-course assessment will account for the remaining 40%.

Cheating During Examinations/Assessments

A student found guilty of cheating during any form of evaluation procedure will be awarded a grade "F" for that course. In certain circumstances, a student found guilty of cheating may in addition be forbidden to register for any course during the next semester.

If a student is found guilty of cheating on a second occasion, he/she shall be expelled from the University and this action shall be recorded on his/her file.

PROMOTION POLICES

Pre-professional Promotion to the following semester

1. The HSC pre-professional program is a semester system program. Therefore the student should pass all the courses in the first semester to proceed to the second semester. The students who fail the final examination in one or two courses, at the end of the semester will be given a resit examination within two weeks. The maximum grade awarded for a passing student in this resit examination will be "C". Students who pass the resit examination(s) will be promoted to the second semester. Those students who have failed more than two subjects will not be given a resit examination. Students who fail in elective courses will not be given resit exams and they will not be promoted to the second semester.
2. Students will not be allowed to carry an 'F'/'FA' with them and all those students who have an unredeemed "F"/"FA" grade in any of the first semester course should withdraw from the program, since the courses are not repeated.

Admission to the Faculties of Medicine/Dentistry/Pharmacy

Admission to the Faculties of Medicine/Dentistry/Pharmacy will be done at the end of the second semester. Only those students who have scored an overall GPA of 2.50 or more will be eligible for admission to the Faculties of Medicine/Dentistry. The minimum GPA required for admission to the Faculty of Pharmacy will be 2.25.

Students who are not promoted to the second semester or who do not qualify to be admitted to any of the HSC Faculties at the end of the 2nd semester have the liberty to cancel their admission to HSC and reapply to Kuwait University as a new student, based on their high school marks.

Promotion Regulations during the Preclinical years 1 – 4:

1. **Years 1-3:** All rules and regulations of the Faculty of Medicine governing examinations and promotion of medical students shall apply equally to the Dental Students.

2. **Year 4:**
   i. Students who fail any medical subject in the June examination shall resit the examination in August of the same year according to the rules of the Faculty of Medicine governing the medical courses.
   ii. Any student that fails any dental subject in the June examination shall resit the examination in August of the same year.
   iii. Students who fail the August resit examination in any of the Medical or Dental subjects shall repeat the entire year attending all courses, assessments and examinations.
   iv. A repeat student shall be eligible to both the June and August examinations of the repeat year according to the rules of Faculty of Medicine and Faculty of Dentistry governing such examinations.
   v. Students who fail in August of the repeat year shall withdraw from the program.

Award of the Bachelor of Medical Sciences (Dentistry) Degree:

Only students who have fulfilled the requirement and have been awarded the degree of Bachelor of Medical Sciences (Dentistry) (B. Med. Sc.(Dent)) shall be eligible to proceed to the clinical dental program starting from the 5^{th} year of the dental curriculum.

Promotion Regulations during the Clinical years 5 - 6:

1. **Years 5-6**:
   i. Students who fail in any clinical subject in the June examination shall resit the examination in August of the same year.

ii. Students who fail the resit August examination in any of the subjects shall repeat the entire year attending all courses, assessment and examinations.

iii. Students who fail in June of the repeat year shall resit the examination in August of the same year.

Award of the Bachelor of Dental Medicine Degree:

Students who have completed all the requirements of the Clinical Program shall be awarded the degree of Bachelor of Dental Medicine (BDM) of Kuwait University

GENERAL INFORMATION

HEALTH SCIENCES CENTRE LIBRARY (HSCL)

INTRODUCTION:

The establishment of the Medical Library in 1976 has progressed into the development of the Health Sciences Center Library in 1982. HSCL is located in the new Health Sciences Center building. The new modern building offers more space, comfort and state of the art facilities.

The HSCL is the main source of health information for the four faculties, which include Medicine, Allied Health, Dentistry, and Pharmacy. The resources available at the library are electronic and hard-copy. The homepage covers all the electronic resources and Websites that are useful for doctors and students. The library comprises of an extensive print reference collection, indexes, abstracts, audiovisual materials, book collection by title and current journal titles.

Library welcomes all its patrons to use the public computing area, the reference section and circulation section. They are also provided with interlibrary loan services, as well as, with photocopying services. Librarians are always available for any questions or assistance.

WORKING HOURS

Academic Semester

Sunday – Thursday	8:00 a.m. - 9:00 pm
Saturday	8:00 a.m. - 2:00 pm

Semester Break

Sunday – Thursday	8:00 a.m. - 2:00 pm
	4:00 p.m. - 9:00 pm

Holy Month of Ramadan

Sunday – Thursday	9:00 a.m. - 1:30 pm
	8:00 p.m. - 12:00 midnight
Saturday	9:30 a.m. - 1:30 pm

RESOURCES

1. **Periodicals:** The HSC Library subscribes to more than 3000 periodical titles in print and in Electronic format. Periodicals are arranged alphabetically in the periodical area (second floor of the new HSC building). Details of the subscribed titles are searchable from the Library Catalog / Periodicals or Printed list. Current issues of selected titles are displayed for browsing.

2. **Reference Collection:** The reference collection contains encyclopedias, dictionaries, directories and indexes to provide quick, concise answers. This collection is located adjacent to the reference desk and is available for in-house use.

3. **Books:** The HSC Library has more than 30,400 book volumes. Books are arranged by call number and are located at the circulation display area (First floor of the new HSC building).

4. **Reserve Collection:** The reserve collection is located adjacent to the circulation desk. It includes both, items designated by the faculty for their course usage, as well as, highly used core texts, which require limited circulation.

5. **Audiovisuals:** HSC library has an audiovisual collection which includes videocassettes, slides, CD-ROMS and other media. Original audiovisual materials are restricted to in-house use (Third floor of the new HSC building).

6. **Databases:** A wide range of databases such as, Ovid, MD Consult, PsycINFO, DynaMed, Cochrane Library, Clinical Pharmacology, Micromedex, Embase Biomedical Answers, International Pharmaceutical Abstracts, Analytical Abstracts, ISI Web of Knowledge, Scopus, JAMAevidence etc. All these databases are accessible from any workstations at Health Sciences Center.

7. **Digital Collection:** A collection of electronic books, CD-ROMS, audio CD's and video's accessible either by LAN or VPN are available.

8. **HSC Publications:** Publications of HSC staff before and after joining Health Sciences Center.

9. **Kuwait Health File:** Publications written about Kuwait and /or by Kuwaiti authors in the field of Medicine and Allied Health Sciences.

10. **Dissertations & Theses:** Dissertations and Theses of HSC staff and students.

LIBRARY SERVICES

- Library Catalogue provides online access to books, journals and audiovisual titles available at HSCL.
- Reference service offers immediate answers to reference queries.
- Literature search (mediated & self-service) for fast retrieval of information.
- Current awareness service keeps patrons abreast of the current developments in the field of medicine.
- Interlibrary Loan service obtains materials not available in HSC collection.
- Training sessions are scheduled for database searching and internet resources.
- Library orientation/tours are arranged and tailored to individual and group requirements.
- Service and staff assisted photocopying is available.

MEMBERSHIP POLICY

- HSC Faculty, Staff and Students need the following to obtain library membership:

HSC Staff	Copy of University ID & Civil ID	1 Photograph
Student	Copy of University ID & Civil ID	2 Photographs
Ministry of Health Professional	Copy of Work Center ID & Civil ID	1 Photograph + KD.40/-
Private Health Professional	Copy of Work Center ID & Civil ID	1 Photograph + KD. 80/-

- Library members are entitled to the following loan privileges:

	HSC Faculty	**HSC Staff**	**HSC Students**	**Postgraduate Students/Clinical Tutors**	**Others**
Books	10 books for one month	5 books for one month	5 books for two weeks	5 books for one month	3 books for one month
Reserve Books	1 book for two working hours				None
Audio & Video tapes	3 items for three days				
Slides	3 sets for three days	None			
Journals	3 issues for two hours	None			

- Reserve book is to be checked out for two hours or overnight, weekends and throughout National holidays and are to be returned on the first working day.
- Periodicals, reference materials, microfilms, computer software, CD's and laser disc are restricted to in-house use.
- Periodicals are restricted to be checked out for faculty staff only for two hours.
- Borrowing privileges will be suspended for overdue materials or unpaid fines.

Item	**Fine**
Book	Fils 0.250/day
Reserve Book	Fils 0.250/2 hours delay & KD1/day
Audiovisual Materials	Fils 0.250/day

INTERLIBRARY LOAN POLICY

- HSC Faculty is entitled to obtain 20 articles per academic year free of charge from commercial document suppliers. Requester must sign interlibrary loan form to declare that the article is required for private study/research, and it is not for commercial purpose, in order not to pay the copyright fees.
- Students are eligible to obtain interlibrary loan for a fee.
- Turnaround time for a journal article is 48 hours and two weeks for books.

LITERATURE SEARCH POLICY

- HSC Faculty is entitled to mediate literature search free of charge.
- Other HSC members, Clinical tutors and Students are entitled to conduct free literature search, and are charged for print out.
- Non-HSC members are entitled to conduct literature search for a fee.

PHOTOCOPY POLICY

- Photocopy requests are usually completed within one working day.
- Self-service photocopying is available.
- Staff-assisted photocopying is available from 8:00 AM to 3:00 PM.
- Photocopying is permissible only for the materials held in the library.

	Eligible	**Fee**
HSC Faculty	600 pages/year	Additional 20Fils/page
Students	-	20 Fils/page
Clinical Tutors	200 pages/year	Additional 20Fils/page
Non-HSC members	-	20 Fils/page

Visit HSCL homepage for more details:

http://horizon.hsc.edu.kw/library/

TECHNICAL SUPPORT ADMINISTRATION (TSA)

The Health Sciences Computer Center (HSCC) maintains state-of-the-art facilities to keep its professionals well connected, knowledgeable and aware of advances in science and technology. Established in 1989, its objectives are directed towards the active automation of the activities and operations of the Health Sciences Center and fulfilling the teaching and research computerization requirements of four HSC faculties, library and other centers.

The strategic plan is to establish a well-organized, efficient, advanced and reliable computer center to maintain and promote the overall mission and objective of the Health Sciences Center for professional excellence.

TECHNICAL SUPPORT

The computer center provides professional assistance to correct and fix the technical problems, whether it is software or hardware, to all the HSC staff and students.

PC LABS AND SPECIAL EQUIPMENTS ROOM

The Technical Support Administration currently runs eight main PC labs, one special equipment lab and one Printing Area (TSA Reception Lobby). The labs are always updated with the latest hardware and software. 4 PC labs are equipped with 30 PCs, a network printer and a ceiling projector connected to the instructor PC for instant teaching. The following software is installed on each of the PC's:

- Windows 7 Ent. (x86)
- Microsoft Office Professional Plus 2010
- SPSS Statistics 17.0
- EndNote X4 (Bld 4845)
- Intercooled Stata 8.2

In addition to this there are 3 Female and 1 Male PC labs equipped with 20 - 30 PCs each. The following software is installed on each of the PC's:

- Windows 7 Ent. (x86)
- Microsoft Office Professional Plus 2010 (Word,Excel,Power Point & Access)
- SPSS Statistics 17.0
- EndNote X4 (Bld 4845)
- Intercooled Stata 8.2
- Lexmark W840 (printer-black\white,A4)

All PC's are connected to the HSC Network and the Internet.

The special equipment room has 19 PC's, 9 PC scanners and one slide scanner for projector slides scanning. All printing jobs are centralized and redirected to the TSA Reception Lobby - Printing Area. An A4 black & white laser printer is available in the lab for printing services.

All PCs have the following software installed:

- Windows 7 Ent. (x86)
- Microsoft Office Professional Plus 2010 (Word,Excel,Power Point & Access)
- SPSS Statistics 17.0
- EndNote X4 (Bld 4845)
- Intercooled Stata 8.2
- Adobe Acrobat 9 Pro
- Adobe Photoshop CS5
- HP ScanJet 5590 (scanner)
- Nikon SuperCoolScan LS-8000 ED Scan 4.0.0 (scanner)
- Lexmark W840 (printer-black\white,A4)
- HP Color LalerJet 8550 GN (printer-color,A4\A3)

CENTRALIZED PRINT SERVER

The centralized printing area is equipped with the following:

- A3 / A4 black & white laser printer (for special equipment lab).
- A3 / A4 color laser printer (for special equipment lab).
- A4 black & white laser printer (for Lab 5).
- A4 black & white laser printer (for Lab 6).
- A4 black & white laser printer (for Lab 7).

PC AND E-MAIL ACCOUNTS

The Computer Center provides students and staff access to their HSC PC and e-mail through one account and can use the applications provided on any PC. This account can also be accessed through standard e-mail client program (Outlook) as well as directly through the web browser, without the need for a separate mail client which gives the freedom to get the e-mail anywhere simply by having access to an Internet and a browser. The Technical Support Administration provides professional assistance to correct and fix the technical problems, whether it is software or hardware, facing the end users.

TRAINING

TSA offers training courses to all Health Sciences Center staff and students. The training takes place in the premises of the Computer Center PC labs. Courses are offered throughout the year free of charge to all staff and students.

Training courses available

- Windows Operating System
- Microsoft Word (Word Processor)
- Microsoft Powerpoint (Presentation)
- Microsoft Excel (Spreadsheet and Charting)
- Microsoft Outlook (E-mail and Collaboration)
- Filemaker Pro (Simple Database)
- SPSS (Statistical Package)

APPLICATION DEVELOPMENT

In house application development is available in the Technical Support Administration. Applications are developed using the latest versions of database engines (Oracle, Microsoft SQL server, Microsoft Access and Filemaker Pro) integrated to the web pages and to a reliable security features to produce a highly accessible, secure and user friendly packages for the end user.

EXAMS SCORING

TSA facilitates the HSC faculties in evaluating student's exam scoring of MCQ through Optical Mark Reader, and providing computerized scoring with results analysis.

PC WORKSHOP

Center offers in-house maintenance for all PC's and printers. The workshop provides network cables and installation of new network points. It also maintains consumables for printers, like toners and drums.

NETWORK AND SERVERS

The Health Sciences Computer Center has put great efforts in providing the best IT services to the staff and students of HSC. The KU Wifi Service provides the most efficient and maximum connectivity environment in the Health Science Center. Combined with the latest servers' technologies the TSA is presenting secured, high speed, and low fault tolerant network and internet connection. It has a Server environment that consists of Email Servers, Web Servers, Application Servers, Data storage Servers, Antivirus Servers, Databases, E-Learning Servers and Security Servers. The center also provides wireless network connections for easy public access to internet. It also provides VPN services, E-mail Configuration and communication facilities via the Lync2010 software.

OTHER HARDWARE FACILITIES

In house poster printing facility is available for Seminars, Poster day and Conference for the HSC staff.

MEDICAL PHOTOGRAPHY AND ILLUSTRATION UNIT

The Photography and Illustration Unit provides a wide variety of facilities for all academic staff of the Health Sciences Center.

These facilities include:

- Making original or duplicating color, black /white and color printing from X-rays, pathological specimens and from original photographs for teaching and research purposes.
- To photograph the patients for teaching and publication.
- Preparation of digital slides and digital printing from all kind of original document and from 35mm slides and x-rays.
- Video recording of special occasions, conferences, seminars, experiments, patients and graduation ceremonies.
- Provides poster titles and complete posters for "Annual Poster Conference" since the 1st Poster Conference held in 1996.
- Provides "Scanning Facility" to all HSC staff to scan slides, documents and X-rays since 2005. More than 100 different types of documents are scanned daily.

CENTRE FOR RESEARCH SUPPORT AND CONFERENCES

The main idea of the Centre is to support research and conferences and thereby to support the academic staff and researchers offering assistance in designing the research protocols, data processing and consultations related to statistics and training. Besides this, it also operates as the main provider of logistic support for various departments to administer seminars and conferences and other activities which benefit the medical society. The Centre concentrates on the needs of the Faculty of Medicine, but activity may extend to include the entire Health Science Centre. The Centre also facilitates communication with the Public in appropriate ways via the Public Relation Unit in the Faculty of Medicine.

RESEARCH CORE FACILITY (RCF)

The RCF at HSC houses most-modern and state-of-the-art equipment required for cutting edge research in health sciences, and suitably qualified manpower; all of which are generously supported by the Research Sector (RS) at the Office of Vice President for Research, Kuwait University.

The RCF equipment is operated by qualified and trained staff. All human and material resources are oriented to achieve the highest quality of scientific research output, as well as to provide services for the community (in terms of teaching and training) in the field of human health. Invariably, the cost of instruments, concerning individual research proposals, prove a stumbling block in project approval. The administrators at the four Faculties of HSC have extended state-of-the-art equipment to the health-related research community through the creation of centralized laboratories that house sophisticated and ultra-sensitive instruments and equipment to accomplish high quality research. The RCF thus marks the culmination of HSC's relentless efforts in spatial adjustments, equipment acquisition and technical empowerment to offer best of the facilities, resources and services to increasingly complex and specialized demands for macro/micro-analysis and in depth studies, particularly in the fields of Proteomics, Genomics and other areas of Molecular and Cell Biology. The details of all the equipment available at RCF can be accessed by logging on to the website: http://www.hsc.edu.kw/rcf.

DEMEANOR OF DENTAL STUDENTS

All dental students are expected to observe the following guidelines. When in the clinics all dental students are expected to adhere to the Faculty's Clinical Manual guidelines.

Respect

- Respect privacy and dignity.
- Knock and wait for a response before entering areas.
- Discuss confidential or sensitive information about patients only with those having a valid need to know and do so privately, never in public places.

Professionalism

- Present a positive image.
- Wear name badge or name tag so that name is clearly visible at all times.
- Limit eating, drinking and smoking to designated areas.
- Avoid personal conversations with colleagues when providing patient care.
- Make no inappropriate or negative comments about patients, co-workers or physicians.

PROFESSIONAL MISCONDUCT IN CLINICS

Any reported clinical misconduct will be investigated by a committee appointed by the Dean. The committee will be chaired by Vice Dean of Academic & Clinical Affairs and the Vice Dean for Research and Student Affairs will be a member of this committee. Recommendations of this committee will be forwarded to Faculty Council for further action.

DRESS CODE IN LABORATORIES AND CLINIC:

The students have to follow the dress code instructed to them in the laboratory and the clinic.

DRESS CODE IN THE LABORATORIES:

- White lab coat is mandatory.
- Dishdasha and short ladies' skirts are forbidden in the stimulation lab.
- Students should wear close top flat bottomed shoes. High heels and sandals are forbidden.
- Female students wearing hejab should tie it up properly and those not wearing a hejab should tie up their hair.
- Students should work with gloves, facemasks and their goggles on.

DRESS CODE IN THE CLINIC:

- Students must wear the clinical uniforms provided to them in the clinic.
- Students must wear white covered rubber or leather sole clinical shoes or sportswear.
- Female students with long hair must tie up or cover long hair and keep it properly tucked beneath the uniform
- All beard and moustache should be covered with facemask.
- Clinical uniforms and coats should not be worn outside the clinic premises.

PRE-CLINICAL SIMULATION & PROSTHODONTICS LABORATORY GUIDELINES

- The stimulation unit and the table area assigned to each student is their own responsibility and these should be cleaned after every lab session.
- Shared areas like the sink, trimming room etc. are the responsibility of every student of the class and should be kept clean at the end of the practical session.
- Wax melting procedure should be strictly performed in the prosthodontics lab.
- All personal belongings should be kept in the lockers provided.
- Foods and drinks are strictly prohibited in the labs.
- Students should replace any lost or broken instruments by the end of the semester. Failure to do so will result in with-holding of the grades or drop down of grades.
- It is strictly forbidden to leave any natural teeth in the labs. Extra extracted teeth should be handed over to the teaching assistants.
- Handle the X-ray films judiciously. Only specific number of films will be issued per lab session and unused films should be handed over to the teaching assistants.

Note: Failure to abide to the above guidelines can subject to dismissal of the student from the particular lab session.

INFORMATION ON DENTAL KITS AVAILABLE TO STUDENTS:

The cassettes and other necessary items required for the practical sessions for each course will be provided to all students by the Course Coordinator and the course assistant. The students are responsible for the safe keeping of these instruments and cassettes till they are returned at the end of the semester or the academic year as instructed to them by the respective Course Coordinators for each course. Students are also provided with lockers in the simulation lab to keep their belongings.

STUDENT AFFAIRS DEPARTMENT

Student Affairs Department of the faculty is headed by the Vice Dean for Research and Student Affairs with the support of Administrative Coordinators. This body deals with all the administrative affairs pertaining to the students welfare in the faculty.

STUDENT ADVISORY COMMITTEE

This committee looks after the special needs of the students referred to it by the Vice-Dean (Academic)/student advisors.

ACADEMIC ADVISOR

Each student shall have an academic advisor who shall be a member of the Faculty of Medicine/Dentistry. The advisor shall meet his/her students at prescribed times throughout the academic year and at any other times as requested by the students or as deemed necessary by the advisor. The advisor shall also acquaint himself/herself with all administrative, educational and personal matters pertaining to the students so as to be in a position to encourage, explain, advise, guide and warn his/her students, as appropriate, on any problem which they may encounter during their career at the University.

KUWAIT DENTAL STUDENTS SOCIETY (KDSS)

The Kuwait Dental Students Society promotes the extracurricular activities of the students and provides support for the progress and achievement of all their dentistry related studies and activities.

FACULTY COMMITTEES

CURRICULUM, EXAMINATIONS AND STUDENTS PERFORMANCE COMMITTEE

Terms of Reference:

1. Design of the 7-year New Dental Curriculum:
   a. Phase II input.
   b. Integration of the Simulation Program.
   c. Integration of the Didactic Program.
   d. Consolidation of 3-year Clinical Program with two Summer Courses.

2. Assessment of reports of the External Examiners in all clinical disciplines and recommend necessary adjustment as required.

3. Carry out regular audit of students' academic performances.

4. Provide necessary counseling for students who are lagging behind or performing below expectations in their academic activities.

5. Propose to the Administration when it is determined that students may not be allowed to sit for an important examination due to poor attendance or not maintaining minimum clinical competency.

CLINICAL AND RELATED AFFAIRS COMMITTEE

Terms of Reference:

Clinical Affairs

1. Ensure compliance with the current licensing of the KUDC and ensure its continuity.
2. Provide laboratory support logistics for clinical activities of the Faculty.
3. Monitor the activities of support clinical staff.
4. Evaluate and approve current and new patient records that may be designed by other Committees as part of patient management procedures before implementation.

Medical Emergency and Hospital Access

1. Provide necessary Medical Emergency cover during all clinical activities of the Faculty.
2. Provide regular emergency drills for the Faculty.
3. Organize regular CPR and other life-saving courses for the staff of the Faculty.
4. Produce Faculty Practice Codes on the use of Hospital services.
5. Provide a list of clinical activities that require Hospital support.
6. Work with the Faculty's Administration to obtain official access to some hospitals for such activities.

Electronic Dental Record Implementation

1. Work with the SOEL Company to implement and maintain the software for electronic patient management.
2. Provide training of all staff in the use of the SOEL System.

Quality Assurance

1. Ensure required level of documentation of clinical management of patients by students and staff.
2. Carry out regular assessment of compliance of students and staff in proper documentation of patient care.
3. Design a regular recall system for all patients treated at the Faculty.

4. Carry out regular assessments of patients' satisfaction on the care provided by the Faculty staff and students.
5. Control the flow and utilization of hardcopies of dental records.

Infection Control

1. Ensure that all students obtain necessary immunization for clinical activities.
2. Review and update Infection Control Protocol and Policy as they become necessary and according to international standards and Kuwait guidelines.
3. Monitor the operational activities of the Central Sterilization and Storage Department (CSSD).
4. Carry out a feasibility of utilizing Instrument Tracking Systems in the KUDC.
5. Carry out constant oversight on the compliance with Infection Control guidelines in all clinical areas of KUDC.

PURCHASING AND RECEIVING COMMITTEE

Terms of Reference:

1. Carry out regular inventory of requirements, material and stationeries in the Faculty.
2. Provide regular update on all required clinical and administrative materials.
3. Process requests for purchase of clinical and administrative materials and equipments.
4. Receive all deliveries of clinical and administrative materials and equipments.

ACCREDITATION COMMITTEE

Terms of Reference:

1. Prepare documentation necessary for such accreditation of the curriculum by ADEE and/or any other accreditation body.
2. Organize visits of accreditation bodies to the Faculty to carry out accreditation of the curriculum.

SCHOLARSHIP AND POSTGRADUATE COMMITTEE

Terms of Reference:

1. Approve programs for graduate programs abroad.
2. Prepare a plan for future establishment of postgraduate programs in General Dental Practice in the Faculty.
3. Carry out evaluations, assessments and selection of Scholarship Candidates.

RESEARCH AND ETHICAL CLEARANCE COMMITTEE

Terms of Reference:

1. Review all proposals for Faculty staff's research according to the rules and regulations of the Research Administration of Kuwait University.
2. Review all proposals for students' research electives according to the rules and regulations of the Faculty of Dentistry and Health Sciences Center.
3. Conduct remedial seminars on research methodology and biostatistics for students and staff.
4. Organize regular sessions for staff and students to present their research activities.

APPOINTMENTS AND PROMOTIONS REVIEW COMMITTEE

Terms of Reference:

1. Evaluate and make recommendations on all academic appointments in the Faculty.
2. Evaluate and make recommendations on all applications for promotion of staff.

Important Contacts

Name	Tel. No	e-mail
Dean's Office	24986763	FOD.Dean@HSC.EDU.KW
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Vice Dean For Academic and Clinical Affairs	24986756	FOD.VDAcademic@HSC.EDU.KW
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FACULTY ALMANAC: 2012 – 2013

Day & Date	Description
Sunday, 9th Sept. 2012	**BEGINNING OF 1ST SEMESTER**
Thursday, 25th- 29th Oct. 2012	Eid Al-Adha
Thursday 15th Nov, 2012	Hijra New Year
Tuesday 1st Jan, 2013	New Year
Sunday 6th Jan to Saturday 19th Jan, 2013	**MID SEMESTER BREAK**
Sunday, 20th Jan, 2013	**BEGINNING OF 2ND SEMESTER**
Thursday, 24th Jan, 2013	Prophet's Birthday
Monday 25th Feb to Tuesday 26th Feb 2013	National Day & Liberation Day
Thursday 6th June, 2013	Esra Mehraj

DISCLAIMER

Although every effort has been made to ensure that this handbook contains correct information and is free from errors, Faculty of Dentistry will not accept responsibility for any errors or omissions contained therein. The matters covered by this publication are subject to change from time to time and no guarantee can be given that changes will not be made after the date of publication.

Students are strongly advised to consult with the appropriate University authorities, the Dean, the Vice Dean for Academic or the Vice Dean for Student Affairs, Faculty of Dentistry, for clarification of any issues or regulations stated in this Handbook.

The student Handbook is produced by the Office of Vice Dean for Academic and Clinical Affairs, Faculty of Dentistry, Health Sciences Center, Kuwait University.