

1	Program Title	Doctor of Dental Surgery (DDS)
2	Program Code	
3	Awarding Institution	University of Jordan
4	Level of Study	Under graduation
5	Final Qualification	DDS
6	Faculty	School of Dentistry
7	Department	All
8	Other Department(s) involved in teaching the program	School of Science, School of Medicine, School of Arts, King Abdullah II School for Information Technology, School of Nursing
9	Mode of Attendance(e.g., full time)	Full time
10	Duration of the Program	5 years
11	Credit hours/ contact hours	196 / 3840
12	Language of Instruction	English
13	No. and date of approval by the Ministry of Higher Education	23/8/1982
14	No. and date of national accreditation of the program	No.: 629/39/2015
	Program capacity of students/ year	Date: 9/12/2015
	Other accreditations of the program	ADEE
15	Date of production/revision	October 2017
16	No. of current students	1,254
17	Program Director (name, phone numbers & email)	Prof. Ahmad M. Hamdan Ext. 23555 e-mail: <a href="mailto:hamdan-a@ju.edu.jo">hamdan-a@ju.edu.jo</a>

18. Background to the program and subject area:

The School of dentistry plays an important role in dental health education and promotion not only among dental health care providers, but also in the local community. The Faculty's philosophy is to provide up-to-date and evidence-based dental knowledge, and to promote dental health care in the society through research and continuous education programs. The Faculty focuses on the development of prevention programs for common dental and oral health problems prevalent in the local and regional communities, and at the same time educating about the health problems prevalent in other parts of the world.

19. Vision and Mission statements of the program:

**Vision:**

A leading and influential school in the education and development of dental sciences, respected on the regional and international levels.

**Mission:**

To graduate qualified dentists equipped with the knowledge, skills and competencies required, by providing a learning, educational and research environment according to the highest quality standards in which contemporary learning and educational strategies are implemented and provision of dental laboratories and operatories equipped with the latest technologies, instruments and materials used in dental care. Additionally, to provide opportunities for practical training as well as continuing education and promote self learning skills and community service.

20. Reasons behind developing this program:

- To advance oral health in the community by fostering leaders in education and dental health care.
- To provide the community with highly qualified and skilful dentists through continuous development of its curriculum to meet the advancement in medicine and dentistry worldwide.
- To promote high quality fundamental and clinical research that serves the local community

21. Program aims:

- Provide the student with up-to-date and detailed comprehensive knowledge of basic medical sciences to be able to understand and manage medically-compromised patients, especially with the increase in life expectancy and the subsequent increase in the numbers of older patients suffering from chronic medical problems.
- Provide the student with knowledge in basic and clinical dental sciences with an emphasis on the evidence-based state-of-the-art practices. Hence, providing the society with highly qualified professionals who are capable and committed to oral and dental health, and who can continue to advance their careers through lifelong learning.
- To boost the students' potential for future specialization and graduate studies through the introduction of the basics of scientific research and the presentation of the new advancements and techniques in the different specialties.
- Provide the students with the essential knowledge about the local and regional communities to help them understand and be able to manage the health problems in their communities, with an emphasis on preventive dentistry and the impact of improving oral and dental health on the society and its development.
- To recruit, retain, support and develop faculty and staff devoted to providing high quality teaching, enforcing ethical conduct, producing highly-ranked research and serving their communities.

- To promote scientific research in different fields of dentistry.
- To ensure constructive interaction through strengthening academic ties among dentists, and with local and global communities.

## 22. Program Intended Learning Outcomes:

It is expected that the program will provide opportunities for students to develop and demonstrate knowledge and understanding, skills and other properties in the following fields:

1. Utilize knowledge in the basic medical and dental sciences with emphasis on subjects and systems with direct relation to oral health and oral function.
2. Communicate effectively and sensibly by spoken and written means, with patients, parents, guardians, peers, staff and faculty.
3. Obtain and record an accurate and comprehensive medical and dental history from patients, and produce an appropriate systematic intra- and extra-oral clinical examination.
4. Interpret the significance of history and examination and employ relevant special investigations and diagnostic procedures to develop appropriate differential diagnoses and treatment plans.
5. Demonstrate proficiency in conducting different clinical procedures of specialized areas of dentistry at a level that is appropriate for a general dentist.
6. Promote oral health and disease prevention measures to individual patients and employ them in the society.
7. Practice and apply a wide range of skills, including investigative, analytical, problem-solving, critical thinking , planning, presentation and team work skills.
8. Adhere to the legal, ethical and professional responsibilities while practicing dentistry.
9. Apply safety measures for self, dental team, and patient while providing treatment, taking into consideration the medico-legal issues.
10. Recognize, evaluate and manage medical and dental emergencies appropriately.
11. Utilize contemporary information and technology tools available for dentist for continuing self-education, medical records and communication.
12. Apply and evaluate research and new information to dental practice.

### 23. Entrance Requirements

#### Application, Selection, Enrolment

Students apply for the School of Dentistry, through a central national admission system, after the successful completion of the national high school certification exams that are held at the end of high. In order to be eligible to apply, students should obtain a grade average of 85% or higher. The admission is governed and regulated by the Ministry of higher education and scientific research, and entry to the national program is granted to the highest achievers among applicants.

In addition, prospective students can also apply directly to the University of Jordan, through the parallel and international programs. To qualify, they should have national or international high school certificate with a grade average that is equivalent to, or higher than 85%. This stream is gaining popularity as the competition has been high during the last years. For example, there were over 800 applications for the academic year 2012–2013 and only 97 students were admitted.

Students have to successfully complete and validate all the courses taught in any year in order to be able to register for the successive year. Moreover, they have to obtain a grade point average (GPA) equal to or higher than 2.0 out of 4.0

### 24. Teaching, learning and assessment methods:

Development of the learning outcomes is promoted through the following teaching and learning methods:

Courses are divided into theoretical and practical courses. **Theoretical courses** are taught on a lecture-based method supplemented with assignments and self-readings. Students are usually given notes for the topics covered and they are provided with extra resources and reference textbooks in English language.

**Practical courses** are based on group discussion and are divided into pre-clinical and clinical, and students are provided with guidelines and manuals to cover and explain the basics of the courses.

**Pre-clinical courses** include basic medical and dental sciences. **Basic medical practical courses** are taught during the 2<sup>nd</sup> and 3<sup>rd</sup> years of the curriculum. The teaching takes place in laboratories where students perform experiments and simulations on the basic medical principles and phenomena relevant to dentistry.

The teaching of the **pre-clinical dental courses** in restorative dentistry, endodontics, prosthodontics, orthodontics, and paediatric dentistry involves explanations, demonstrations, and direct applications and simulations on models and phantom heads, as well as assignments and homework.

The start of **clinical courses** is from the summer semester of the 3<sup>rd</sup> year, to continue during the 4<sup>th</sup> and 5<sup>th</sup> years according to the curriculum. They involve all the applied specialties of dentistry as well as general surgery and internal medicine. In the clinical sessions, students are grouped to perform clinical procedures

on patients. Students' groups are composed of 8 students in the departments of oral diagnosis, radiology, oral surgery, oral medicine, periodontology, and, orthodontics. They are scheduled for one clinical session every 2 weeks. Groups are composed of 10 students for paediatric dentistry and 12 students for endodontics and are scheduled for one clinical session per week. The groups are composed of 24 students for conservative dentistry and 16 students for prosthodontics and are scheduled for 2 clinical sessions per week and one session every 2 weeks respectively.

Opportunities to demonstrate achievement of the learning outcomes are provided through the following assessment methods:

Different methods of assessment are used depending on the nature of the course. For **theoretical courses**, written exams are used to assess student knowledge. These exams can be in the form of essays, short answer questions, or multiple choice questions (MCQs). There are two exams for each course, one that is held halfway through the course called mid-term, and one final exam held at the end of the semester. For theoretical courses that extend throughout the year over the first and second semesters, there are three exams with the first exam held during the first semester, the second exam is held during the second semester and the final exam is held at the end of the second semester. Some theoretical courses give homework and quizzes, especially those taught in the first year

Assessment in **practical courses** differs according to the nature of the course. For courses taught by the Faculty of Science, there are practical exams involving the performance of certain procedures or experiments as well as final written exams . For the **basic medical sciences**, practical exams may involve the performance of certain procedures or experiments or identification exams, and may include written exams. Some courses such as anatomy may also include objective structured exams. Department councils at the Faculty of Science, the Faculty of Medicine, and the other faculties are responsible for the marking scheme and the selection of the assessment method for the courses taught by their staff. Assessment in practical pre-clinical dental courses is done throughout the courses and includes homework, quizzes, the performance of certain procedures, as well as final practical exams where students are asked to perform certain procedure related to the course

Assessment in **clinical courses** involves two major parts. The first part includes the accumulation of a certain number of points related to certain requirements such as different clinical procedures, presentations of clinical cases or selected topics, and research reviews and critical appraisals of selected topics. These requirements are also evaluated according to the quality of work provided. This part accounts for 60% of the final grade of the course. The second part includes a final practical exam involving the performance of a certain clinical task, or an objective structured clinical exam. In some clinical courses, such as "periodontology practical course 1" for the fourth year, the final exam includes clinical case scenarios where students have to answer clinically-related questions based on the case scenarios provided. This part accounts for 40% of the final grade in the fourth year, and for 20% for the 5<sup>th</sup> year.

In the 5<sup>th</sup> year, there is a **Viva Voce exam** that is held by the end of the second semester. This exam is held for each major specialty in dentistry; i.e. oral surgery, periodontology, oral medicine, restorative dentistry, removable prosthodontics, orthodontics, paediatric dentistry, and endodontics. External examiners from Jordan and from foreign countries are invited to participate in this exam that accounts for 10-20% of the final grade of the corresponding practical clinical course.

25. Reference points:

The learning outcomes have been developed to reflect the following points of reference:

*List the internal or external reference points that have been used to inform the programme learning outcomes.*

- Accreditation and Quality Assurance Center/ The University of Jordan.  
(<http://sites.ju.edu.jo/en/pqmc/Home.aspx>)
  - Jordanian Dental Association. <http://www.jda.org.jo/>
  - [Association for Dental Education in Europe \(ADEE\)](https://www.adee.org/about/member-offers.html). <https://www.adee.org/about/member-offers.html>
  - University College Cork/ Ireland. (writing and using learning outcomes)
  - The University of Western Australia/ Faculty of medicine, dentistry and health sciences.
  - General Dental Council/ UK. (Dental team learning outcomes for registration).
  - The University of Manchester/ School of Dentistry.
  - Northern New England's first college of Dental Medicine/ College of Dental Medicine
  - *The University Learning and Teaching Strategy* <http://www.shef.ac.uk/lets/strategy/lts>.
  - *The University's plan for the future* <https://www.sheffield.ac.uk/ourplan/>.
  - *Feedback from external examiners.*
  - *Liaison with employers if it can be evidenced that these routinely inform programme development.*
- Requirements of professional or statutory bodies for accredited programmes*

26. Four prestigious universities have the similar programme

1. The University of Manchester.
2. University of Sheffield
3. The University of Western Australia
4. University College Cork/ Ireland

27. Program regulations:

Regulations concerning the program. (Can include a link to such detailed regulations.)

<http://dentistry.ju.edu.jo/StudyPlans/DDS%20in%20Dentistry.pdf>

<http://units.ju.edu.jo/ar/LegalAffairs/Regulations.aspx>

28. Study plan:

University requirements:

Obligatory courses: total for 12 credit hours

Course code	Course name	Credit hours		Prerequisites
		Theoretical	Practical	
	Military Sciences (compulsory for Jordanian students only)	3		None
	- Communication Skills – Arabic Language	3		None
	- Communication Skills – English Language	3		None
	- Citizenship Education	3		None

Elective courses: total for 15 credit hours, on the basis of 3 credit hours per course.

Course code	Course name	Credit hours		Prerequisites
		Theoretical	Practical	
	Culture of Law	3		None
	Islamic Culture	3		None
	Islamic System	3		None
	Human Civilization	3		None
	Management Skills	3		None
	Creative Writing	3		None
	Introduction to Library Sciences	3		None
	Sports & Health	3		None
	Principles of Art	3		None
	Human Rights	3		None
	Foreign Languages (French Italian German)	3		None
	History of Jordan & Palestine	3		None
	International Political Economy	3		None
	Principles of Political Sciences	3		None
	Logic & Critical Thinking	3		None
	Introduction to Sociology	3		None

	Introduction to Psychology	3		None
	Geography of Jordan	3		None
	Archaeology in Jordan	3		None
	Scientific Method	3		None
	Science & Society	3		None
	Home Farming	3		None
	Principles of Social Work	3		None
	Principles of General Health	3		None
	Principles of Energy & its Economy	3		None
	Jordanian Industries	3		None
	Introduction to Nutrition	3		None
	Environment	3		None
	First Aid	3		None

Faculty requirements:

Obligatory courses:

**First Study Year (1st, 2nd, and summer semesters)**

Courses completed during the first year of the DDS program.

Course	Credit Hours	Contact Hours
<b>First Semester</b>		
General Biology	3	45
General Biology – Laboratory	1	45
General Chemistry	3	45
General Chemistry – Laboratory	1	45
General Course – University	3	45
General Course – University	3	45
General Course – University	3	45
<b>Second Semester</b>		
Organic Chemistry	3	45
Organic Chemistry – Laboratory	1	45
Physics for Medical & Dental Students	3	45
Physics for Medical & Dental Students – Laboratory	1	45
Computer Sciences for Humanities	3	45
Psychology for Dental Students	2	30
Dental Anatomy – Theory	1	15
Dental Anatomy – Practical	1	30
General Course – University	3	45
<b>Summer Semester</b>		
General Course – University	3	45



General Course – University	3	45
General Course – University	3	45
<b>TOTAL</b>	<b>44</b>	<b>795</b>
<b>Second Study Year (1st, 2nd, and summer semesters)</b>		
Courses completed during the second year of the DDS program.		
<b>Course</b>	<b>Credit Hours</b>	<b>Contact Hours</b>
<b>First Semester</b>		
Anatomy & Embryology 1	5	105
Histology 1	3	60
Physiology 1	5	90
Biochemistry 1	4	60
Oral & Dental Histology – Theory	1	15
Oral & Dental Histology – Practical	1	30
<b>Second Semester</b>		
Anatomy & Embryology 2	5	105
Histology 2	2	45
Physiology 2	4	60
Biochemistry 2	3	45
Dental Materials 1 – Theory	1	15
First Aids	3	45
<b>Summer Semester</b>		
General Course – University	3	45
General Course – University	3	45
<b>TOTAL</b>	<b>43</b>	<b>765</b>
<b>Third Study Year (1st, 2nd, and summer semesters)</b>		
Courses completed during the third year of the DDS program.		
<b>Course</b>	<b>Credit Hours</b>	<b>Contact Hours</b>
<b>First Semester</b>		
Pathology 1	4	75
Microbiology 1	4	75
Pharmacology 1	3	45
Conservative Dentistry 1 – Theory	1	15
Conservative Dentistry 1 – Practical	1	30
Conservative Dentistry 2 – Theory (Endodontics)	1	15
Conservative Dentistry 2 – Practical (Endodontics)	1	30
Removable Prosthodontics 1 – Theory	1	15
Removable Prosthodontics 1 – Practical	2	60
<b>Second Semester</b>		
Pathology 2	3	45
Microbiology 2	3	45
Pharmacology 2	2	30
Genetics	1	15
Community Medicine, Epidemiology and Biostatistics	3	45
Conservative Dentistry 1 – Theory	1	15

Conservative Dentistry 1 – Practical	1	30
Conservative Dentistry 2 – Practical (Endodontics)	1	30
Removable Prosthodontics 1 – Theory	1	15
Removable Prosthodontics 1 – Practical	2	60
Occlusion	1	15
<b>Summer Semester</b>		
Oral Pathology 1 – Theory	1	15
Oral Pathology – Practical	0.5	15
Dental Radiology 1 - Theory	1	15
Introduction to Clinical Dentistry and Oral Diagnosis – Theory	1	15
Introduction to Clinical Dentistry and Oral Diagnosis – Practical	0.5	15
<b>TOTAL</b>	<b>41</b>	<b>780</b>
<b>Fourth Study Year (1st and 2nd semesters)</b>		
Courses completed during the fourth year of the DDS program.		
<b>Course</b>	<b>Credit Hours</b>	<b>Contact Hours</b>
<b>First Semester</b>		
Conservative Dentistry 3 –Theory	1	15
Conservative Dentistry 3 – Practical	3	90
Conservative Dentistry 4 – Theory (Crown & Bridge)	1	15
Conservative Dentistry 4 – Practical (Crown & Bridge)	1	30
Removable Prosthodontics 2 - Theory	1	15
Removable Prosthodontics 2 – Practical	1	30
Dental Materials 2 – Theory	1	15
Periodontics 1 – Theory	1	15
Oral Pathology 2 – Theory	1	15
Oral Medicine 1 – Theory	1	15
Oral Diagnosis – Practical	0.5	15
Dental Radiology – Practical	0.5	15
Oral Surgery 1 – Theory	1	15
Oral Surgery 1 – Practical	0.5	15
Anaesthesiology – Dental Local Anaesthesia	1	15
Orthodontics 1 – Theory	1	15
Orthodontics 1 – Practical	0.5	15
Internal Medicine for Dental Students	2	45
<b>Second Semester</b>		
Conservative Dentistry 3 –Theory	1	15
Conservative Dentistry 3 – Practical	3	90
Conservative Dentistry 4 – Practical (Crown & Bridge)	1	30
Removable Prosthodontics 2 - Theory	1	15

Removable Prosthodontics 2 – Practical	1	30
Periodontics 1 – Theory	1	15
Periodontics 1 – Practical	0.5	15
Oral Medicine 1 – Theory	1	15
Oral Diagnosis – Practical	0.5	15
Oral Surgery 1 – Theory	1	15
Oral Surgery 1 – Practical	0.5	15
Orthodontics 1 – Theory	1	15
Orthodontics 1 – Practical	0.5	15
Paediatric Dentistry 1 – Theory	1	15
Paediatric Dentistry 1 – Practical	1	30
Preventive Dentistry 1 – Theory	1	15
General Surgery for Dental Students	2	45
<b>TOTAL</b>	<b>37</b>	<b>810</b>
<b><i>Fifth Study Year (1st and 2nd semesters)</i></b>		
Courses completed <i>during</i> the fifth year of the DDS program.		
<b>Course</b>	<b>Credit Hours</b>	<b>Contact Hours</b>
<b>First Semester</b>		
Conservative Dentistry 5 –Theory	1	15
Conservative Dentistry 5 – Practical	3	90
Removable Prosthodontics 3 - Theory	1	15
Removable Prosthodontics 3 – Practical	2	60
Periodontics 2 – Theory	1	15
Periodontics 2 – Practical	0.5	15
Oral Medicine 2 – Theory	1	15
Oral Medicine 2 – Practical	0.5	15
Dental Radiology 2 – Theory	1	15
Oral Surgery 2 – Theory	1	15
Oral Surgery 2 – Practical	0.5	15
Orthodontics 2 – Theory	1	15
Orthodontics 2 – Practical	0.5	15
Paediatric Dentistry 2 – Theory	1	15
Paediatric Dentistry 2 – Practical	1	30
Preventive Dentistry 2 – Theory	1	15
<b>Second Semester</b>		
Conservative Dentistry 5 –Theory	1	15
Conservative Dentistry 5 – Practical	3	90
Removable Prosthodontics 3 - Theory	1	15
Removable Prosthodontics 3 – Practical	2	60
Periodontics 2 – Practical	0.5	15
Oral Medicine 2 – Practical	0.5	15
Oral Surgery 2 – Theory	1	15
Oral Surgery 2 – Practical	0.5	15

Orthodontics 2 – Practical	0.5	15
Paediatric Dentistry 2 – Practical	1	30
Community Dental Health	1	15
Laws and Ethics in Dentistry	1	15
<b>TOTAL</b>	<b>30</b>	<b>690</b>

Elective courses: N/A

Course code	Course name	Credit hours		Prerequisites
		Theoretical	Practical	

Specialty requirements: N/A

Obligatory courses

Course code	Course name	Credit hours		Prerequisites
		Theoretical	Practical	

Elective courses

Course code	Course name	Credit hours		Prerequisites
		Theoretical	Practical	

29. Field Experience: N/A

Description, timing and number of credit hours:

Second semester for fifth year students include 4 visits to examine, diagnose and educate patients as part of Community dental health course .

In addition 4<sup>th</sup> and 5<sup>th</sup> year students carry out different dental treatments to patients at The Jordan University Hospital gaining wide range of experience in dentistry.

30. Project/research: N/A

Description, timing and number of credit hours:

### 31. Program Learning Outcome Mapping Matrix

ILO's Courses	1 basic medical & dental sciences	2 Patient communication	3 Clinical examination skills	4 diagnosis and treatment plan	5 Clinical & practical skills	6 Health promotion & disease prevention	7 Professional & personal development	8&9 ethical & legal responsibilities	10 emergency management	11 technology & information handling	12 research
General Chemistry	✓										
General Chemistry Laboratory	✓										
General Biology	✓										
General Biology Laboratory	✓										
Organic Chemistry	✓										
Organic Chemistry Laboratory	✓										
General Physics for dental students	✓										
General Physics Laboratory	✓										
Computer skills 2							✓			✓	✓
Psychology for dental students		✓					✓				
Descriptive Dental Anatomy	✓		✓	✓							
General Anatomy & Embryology	✓										
Histology	✓										
Physiology	✓										
Biochemistry	✓										
Oral Histology	✓										
Dental Materials 1	✓				✓						
Principles of First Aid	✓							✓			
Pathology	✓										
Microbiology	✓										
Genetics	✓										
Pharmacology	✓										
Conservative Dentistry 1	✓		✓	✓	✓				✓		
Conservative Dentistry 2 - Endodontics	✓		✓	✓	✓				✓		
Prosthodontics 1	✓		✓	✓	✓				✓		

مركز الاعتماد و ضمان الجودة مواصفات البرنامج الأكاديمي الجامعة الأردنية

التاريخ: 2016/4/1

الإصدار: 01

رقم النموذج: QF-AQAC-02.03

Community Medicine, Epidemiology and Biostatistics						✓	✓			✓	✓
Occlusion (Theory)	✓		✓	✓	✓						
Oral Pathology 1 (Theory)	✓		✓	✓	✓						
Oral Pathology (Practical)	✓		✓	✓	✓						
Dental Radiology 1 (Theory)			✓	✓	✓						
Introduction to Clinical Dentistry & oral Diagnosis		✓	✓	✓	✓		✓		✓	✓	✓
Conservative Dentistry 3	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Conservative Dentistry 4 - Crown & Bridge			✓	✓	✓				✓		
Prosthodontics 2	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Dental Materials 2 (Theory)	✓				✓						
Periodontics 1	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Oral Pathology 2 (Theory)	✓		✓	✓	✓						
Oral Medicine 1* (Theory)	✓		✓	✓	✓				✓		
Screening and Oral diagnosis * (Practical)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Dental Radiology (Clinical)			✓	✓	✓		✓		✓	✓	
Oral Surgery 1	✓		✓	✓	✓	✓		✓	✓	✓	
Anesthesiology (Theory)					✓						
Orthodontics 1	✓		✓	✓	✓	✓		✓	✓	✓	
Internal Medicine for Dental Students	✓				✓	✓		✓	✓		
Pediatric Dentistry 1	✓		✓	✓	✓	✓			✓	✓	
Preventive Dentistry 1				✓	✓	✓	✓		✓		✓
General Surgery for Dental Students	✓					✓		✓	✓		

مركز الاعتماد و ضمان الجودة مواصفات البرنامج الأكاديمي الجامعة الأردنية

التاريخ: 2016/4/1

الإصدار: 01

رقم النموذج: QF-AQAC-02.03

Conservative Dentistry 5	✓		✓	✓	✓	✓		✓	✓	✓	
Prosthodontics 3	✓		✓	✓	✓	✓		✓	✓	✓	
Periodontics 2	✓		✓	✓	✓	✓		✓	✓	✓	
Oral Medicine 2 (Theory)	✓		✓	✓	✓				✓		
Oral Medicine * (Practical)	✓		✓	✓	✓	✓				✓	
Dental Radiology 2 (Theory)	✓		✓	✓	✓						
Oral Surgery 2	✓		✓	✓	✓	✓		✓	✓	✓	
Orthodontics 2	✓		✓	✓	✓	✓		✓	✓	✓	
Pediatric Dentistry 2	✓		✓	✓	✓	✓			✓	✓	
Preventive Dentistry 2				✓	✓	✓	✓	✓	✓		✓
Community Dental Health				✓	✓	✓	✓	✓		✓	✓
Law & Ethics in Dentistry		✓					✓	✓			✓



### 32. Student development over the course of study

The first two years include general basic science and basic dentistry. This is followed by one year of more specialized dental courses. Finally, the fourth and fifth years will include extensive practical and theoretical specialized dental courses. The minimum study duration is 5 years. No student can finish his/her study before the end of the second semester of the 5<sup>th</sup> year. The maximum duration of study is 7 years, students are not allowed to fail the same academic year twice. The total number of credit hours is 195, with a total of 3840 contact hours. The student should validate all the credit hours in order to obtain the DDS degree.

### 33. Educational facilities and support for the program teaching-learning process

#### a- Facilities and laboratories (include name of lab, its area and student's capacity):

- a. The University of Jordan main library, 10,500m<sup>2</sup>
- b. Student training clinics, 99 dental units
- c. Postgraduate clinics, nine clinics with a digital intra-oral X-ray machine.
- d. Emergency clinic, two dental chairs
- e. Consultants' clinics
- f. Special need clinic,
- g. Implantology clinic
- h. Minor operation room, two highly equipped surgical units
- i. Major operation rooms
- j. Radiology section: equipped with digital panoramic and cephalometric X-ray machine in addition to digital intra-oral radiography.
- k. Central sterilization unit: autoclaves and gas sterilization ovens are available in this unit.
- l. Maintenance: a maintenance workshop is run by 2 full time engineer and a technician and one part-time technician.
- m. - Screening unit: two dental units are available for the initial screening and examination of new patients
- n. Patient records room: records for patients treated at the students' training clinics are kept in this room.
- o. University students' clinic: Two dental units are located on campus near to the Deanship of Student Affairs and provide dental services to all the university students
- p. **Paediatric and Orthodontics Laboratory** It is located at UJ Hospital near the orthodontics and paediatric clinics. It helps students with the construction of appliances used in orthodontics and paediatric dentistry.
- q. **Conservative Dentistry and Prosthodontics Laboratory** It is located at UJ Hospital close to the main pool of conservative and prosthodontic clinics. The lab has a maximum capacity of 42 students and contains nine benches equipped with Bunsen burners.
- r. **Conservative Dentistry Preclinical Laboratory** It is located in the second floor at the FD with a total area of 414,72m<sup>2</sup>. It contains 42 simulation units. Each simulation unit comprises an adjustable phantom head, high speed and low speed hand-pieces and an air-water syringe.
- s. **Prosthodontics Preclinical Laboratory** It is located in the second floor of the faculty with a total area of 207m<sup>2</sup>. The lab has the capacity of 42 students. Digital projection and a wide screen are provided in the lab.

- t. **Dental Anatomy Laboratory** It is located in the ground floor at the FD with a total area of 110,25m<sup>2</sup>. It has the capacity of 40 students.
- u. **Orthodontics and Paediatric Preclinical Laboratory** It is located in the second floor at the FD with a total area of 90m<sup>2</sup>. It has the capacity of 40 students.
- v. **Computer Laboratory** It is located in the first floor at the FD. It houses 23 desktops equipped with ADSL internet connection and one printer available for students' use during the regular operation hours. In addition, about 335 desktops are available for the students in labs within a walking distance in the faculties of Rehabilitation sciences, Pharmacy, Medicine, Nursing, and the Centre of Human Resources Development. The computer lab provides students with unlimited access to their accounts using their username and a password. Every student at the undergraduate level can print up to 125 pages per semester free of charge, and graduate students can print up to 200 pages per semester. Wireless 3 Faculty operation hours are from 8 am to 4 pm during fall and spring semesters and from 8 am to 3 pm in the summer semester. connection is available for students in the main lobby of the faculty. Students can access the wireless service through their personal computers using their user name and password.
- w. **Hamdi Mango Centre for Scientific Research**
- x. **Cell Therapy Centre**
- y. **Research Laboratories at Other Faculties:** researchers, according to the subject of their research, could seek cooperation with researchers from other faculties where research facilities are available. Researchers from the FD have historically cooperated with other researchers at the faculties of Medicine, Engineering, and Science, in the Chemistry, and Physics divisions.
- z. The Lecture and seminar rooms available to the students and staff:

**Location Capacity and equipment**

**FD – ground floor**

Lecture hall (1)	125 chairs Data show Desktop Projection screen
Lecture hall (2)	80 chairs White board
Seminar room	33 chairs Data show Desktop Projection screen

**Medical Halls Complex**

Hall # 103	135 chairs Data show Desktop Projection screen Microphone
Hall # 203	148 chairs Data show Desktop Projection screen Microphone
Hall # 204	148 chairs Data show

Desktop				
Projection screen				
Microphone				
<b>Jordan University Hospital - Floor (-2)</b>				
Seminar room	30 chairs			
	Data show			
	Desktop			
	Projection screen			
aa. Offices:				
<b>Area (m<sup>2</sup>)</b>	<b>Number of users</b>	<b>Office</b>		
54.54	3	Bureau office		
71.71	7	Photocopy office		
7.1.5	2	Dean's office		
35.4	2	Vice dean's office		
75.1	7	Assistant dean for student affairs office		
35.4	2	Conservative dentistry and prosthodontics department chair's office		
21	7	Oral surgery department chair's office		
27	7	Paediatric dentistry and orthodontics department chair's office		
71.71 each	2 each	Offices 1-20		
9.6	2	Students' council office		
b- Supporting staff (include name, work place, position, specialty):				
<b>See Attached</b>				
c- Tools and equipment: (See section a)				
d- Faculty members:				
<b>See attached</b>				
a- Library materials:				
Library material	No.	Available for		
		Faculty members	Students	Faculty and students
Books	485			√
Journals	53			√
E-books				√
E-journals	123			√
Databases	15			√
b- Entities that offer facilities to receive practical and field experiences:				

#### 34. Ways that are followed for program quality assurance:

The University of Jordan, like all higher education institutions (HEI) in the country works under the umbrella of the Minister of higher education and scientific research and abides by its laws and regulations. The Council of Ministers, upon the recommendation of the Prime Minister appoints the members of the Higher Education Accreditation Commission Council (HEACC). The modified law of the enabling law of the accreditation commission for the year 2009 lists these as the responsibilities of the HEACC:

- Formulating accreditation and quality assurance criteria and revising them periodically.
- Monitoring compliance by HEI with the laws, the regulations and directives related to the above-mentioned criteria.
- Accrediting HEI and their academic programs.
- Evaluating HEI, the quality of their programs, and their academic and professional output and publishing what it deems convenient.
- Collecting data and conducting research and studies pertaining to higher education.
- Ratifying the reports prepared by the President or the committees and issuing studies, research, and leaflets pertaining to the activities of the Commission.
- Ensuring that HEI are conducting self-assessment of their programs and output.
- Determining the fees to be paid by an institution of higher education for general accreditation, program accreditation, annual follow-up by the Council and for any services, within the Council's range of tasks and authorities, provided to the institution on its own request.
- Ratifying the Commission's annual budget and referring it to the Prime Minister for final ratification.
- Establishing the National Tests Centre, the tasks and duties of which to be determined in accordance with regulations to be issued for this purpose.
- Issuing the directives, criteria, and bases pertaining to all the tasks of the Commission.
- Forming the committees needed to assist it to accomplish its tasks and determining their authorities.
- Proposing legislations needed for the work of the Commission.

The University of Jordan Law (1972) states that: "UJ is a national higher education institution. UJ is an independent entity, administratively and financially..."

The University is governed by a Board of Trustees (BoT) and two main councils: The University Council and the Deans' Council. The BoT looks after the general welfare of the University, approves budgets and Deans' appointments, ensures the implementation of the University's academic and educational policies, and further bolsters the University's links with the local community and finds resources to finance it.

The University Council draws up the general policy of the University, evaluates its achievements, coordinates the activities of its various units, and strengthens ties with the community. Chaired by the President, the Council is made up of the following members: The Vice-Presidents, Deans of faculties and deanships, one representative from each faculty, three Directors of the administrative units, two representatives from the local community, one representative from the student body, and one The Deans' Council is responsible for executing

the University's policy, proposing budgets, proposing and implementing new bylaws, appointing and promoting academic faculty members, conferring academic degrees, creating academic departments, evaluating the entire academic and scientific achievements of the University. The Deans' Council is also chaired by the President of the University. It is made up of the Vice-Presidents and Deans of faculties and deanships.

The University President is empowered to oversee and run all academic, administrative and financial affairs. He is assisted by Vice-Presidents, Deans and Directors of the training and research centres and administrative units.

Dean of the faculty is responsible for managing the faculty's academic, administrative, and financial affairs. The dean of the faculty heads the Faculty Board which consists of: the dean, vice deans, assistant deans, heads of the departments, and faculty members elected to represent their respective departments. Each department's head works with the academic staff to ensure the quality of teaching in their department.

#### **17.1.1. Quality Reports**

Given the decision making hierarchy explained above, the reporting system hierarchy begins from the departments which send their different reports and feedbacks to the faculty board. The dean reports back to the president through the corresponding vice-president. The information is then presented to the Dean' Council and/or University Council. If information needs to be reported to an external body, it is then reported to MHESR and/or HEAC.

#### **17.1.2. Internal and External Quality Management**

Internally, UJ Law (1972) specifies the rules and regulations for quality performance, and the University's administrative authorities enforce the law. The Vice President for Scientific Research and Quality Assurance and the accreditation and quality assurance centre at UJ assure quality through process and program reviews and audits (Figure 2). They also ensure that the University functions in accordance with the quality specifications imposed externally by the HEAC and MHESR.

The MHESR and the HEAC are the national external bodies for quality assurance and accreditation. They are responsible for ensuring that the University sustains the national standards for quality higher education. They also ensure that the University is informed about any changes in laws and regulations as a result of standards' review and update. The reviewed Manual of Accreditation Standards and Quality Assurance for Faculties of Dentistry has been issued by the HEAC in 2011. The new set of quality assurance standards are expected to be put in effect in the year 2015.

On the international level, and in its efforts to raise its international profile, the university has participated in international accreditation exercises; UJ has participated in the 10<sup>th</sup> edition of the QS World University Ranking scoring outstanding 3 stars; UJ was awarded 5 stars (the highest score) in the employability field, facilities criterion and access standard. The world ranking of UJ in Webometrics (largest academic ranking of higher education institutions based on universities' performance by their web presence and impact, performed by the Cybermetrics Lab – Spanish National Research Council), from January 2010 to January 2014 has progressed from 3264 to 1633, moving it to number 14 in the Arab world.

Specialty programs at the FD are encouraged to seek accreditation and recognition from external national and international accreditation bodies in order to ensure that these programs meet international standards as well. There are currently three graduate programs at the FD, these are:

- The four year Oral and Maxillofacial Surgery Residency Program
- The three year Fixed and Removable Prosthodontics MSc Program
- The three year Paediatric Dentistry MSc Program

All these graduate programs are recognizable for the final examination of the Specialist Fellowship Diploma of the FD at Royal College of Surgeons in Ireland (FFD RCSI) and by the Jordanian Speciality Board (Jordan Medical Council) as well.

Occasionally, external examiners are invited by certain departments to assist in the assessment of graduate and undergraduate students' learning. Such events are carried out voluntarily and are approached as a form of formative evaluation.

In summary, the FD works closely with UJ's administration and with the MHESR to ensure delivering quality programs. The laws and regulations of higher education and scientific research (2005) and UJ law (1972) are binding and the Faculty is expected to adhere to it. The FD also maintains strong academic relations with other national and international accreditation bodies. These relations are primarily collaborative and aim to ensure that they meet international academic standards as well in order to maintain competitiveness and acquire recognition (Figure 3).

*Figure 2: Academic relations with other national and international accreditation bodies*

### Course Evaluation

Complete course portfolio is required for all courses offered in the FD. Course portfolio consists of the following:

- Course specifications: Course specifications are laid down by the course instructor who fills out a standard course specifications template. The course specifications document must be approved by the department and the faculty board at the beginning of each academic year. Course specifications should state the intended learning outcomes (ILO). Learning outcomes must cover: knowledge and understanding, intellectual skills, subject-specific skills, and transferable skills.
- Teaching methods: including course content, reading materials, and references.
- Course outline, course schedule, and any required prerequisites.
- Course results are included in the portfolio at the end of the term. That includes students' learning outcome and assessment report as well as the results of the course evaluation survey.
- The results in the course report and the feedback collected from the survey and any further recommendations addressed to the course instructor will be used for future improvement of the course.

Portfolios for courses given in collaboration with the Faculty of Science and Faculty of Medicine are also required to include all the above mentioned documents except for exams which are kept in confidentiality at their respective faculty.

The University of Jordan started to implement a central course evaluation system based on student surveys in 1986. At that time the process was supervised by the Vice President of the University. In 1998 the president authorized the Director of the Centre for Educational Development (CED) to supervise the process. The reports from the CED indicated certain drawbacks in the process. Some items on the student survey were not objective. Furthermore, the action plan that was put forth to take steps based on the evaluation results was not sufficiently clear or consistent. It was established that the process did not achieve the intended outcomes, thus in 2008 the process was abolished. The course evaluation process and the student survey items are currently being reviewed and redesigned to overcome these shortcomings and to improve its efficiency and effectiveness. Currently, course evaluation at the FD is carried out locally by department heads and individual faculty members and is supervised by the Quality Assurance Committee at the Faculty. Assuring quality course delivery is accomplished through collecting students' feedback via three routes:

- Suggestion box
- Regular meetings with students' representatives
- Quality assessment surveys

#### 17.2.1. Suggestion Box

The suggestions box is located at the Faculty's first floor near the lecture hall. Students are encouraged to drop their notes with feedback and comments on the educational process and their learning experience or any other

issue they need the administration to be aware of. The box is emptied once every two weeks, and the messages are tended to by the Assistant dean for development, accreditation and quality assurance affairs. Messages that need response action are then handed to the Dean. The Dean presents them to the Administrative Committee to discuss the proper response and any needed actions.

#### **17.2.2. Meeting Students' Representatives**

Currently, a student council member is on the Faculty Board, this has helped bringing matters related to students' university experience and challenges to the leading body in the Faculty directly. In addition, the dean, vice and assistant dean for student affairs meet frequently with the student council members or any student seeking help and advice. In addition, heads of departments meet regularly, and openly and in private, with students in the clinics and during office hours. They discuss openly the course outline and get students' feedback on specific performance indicators such as: following course syllabus, professors' punctuality and attendance, and the quality of readings and references. Students' feedback is forwarded to department members. This process is motivated by the departments' need to monitor the quality of courses provided. It helps provide professors with qualitative feedback from students which will pinpoint aspects in the course that need improvement.

#### **17.2.3 Quality Assessment Surveys**

For the purpose of quality development, quality assessment surveys are being administered to collect quantitative feedback from the different stakeholders:

- Program evaluation surveys: Target group is graduates and interns to evaluate the graduate programs offered.
- General satisfaction survey: administered to all students studying in the faculty.
- Course evaluation survey: currently being administered at the end of randomly selected courses, to be included in the future for all courses.
- Patient satisfaction survey.
- Employer satisfaction survey.

#### **17.2.4. Action Plan**

The current policy of dealing with feedback from suggestion box, meetings with students, and comments through social media focuses on taking immediate actions by the faculty administration, and things requiring more deliberation are discussed in the respective committees or the faculty board. However, a structured general policy and action plan is being studied, and it should present guidelines to deal with the feedback information:

- The Quality Assurance Committee at the FD will review the information.
- Results will be presented to the Dean of the Faculty.
- The Dean will present the results to the Board of the Faculty.
- The Board of the Faculty will propose, discuss, and approve solutions to issues emanating from the feedback obtained. Solutions are generally divided into three categories:
  - Short-term solutions: these include immediate actions that target urgent issues which must be corrected without delay.
  - Medium-term objectives that can be achieved within 2-3 months.
  - Long-term goals: these are likely to require more planning and thorough review. It can take up to 6-12 months to implement changes that address long term goals. Long term quality improvement is usually a part of the strategic planning.
- The assistant dean for development, accreditation and quality assurance will present a summary of the feedback information and the proposed solutions to the head of the concerned department, the respective committee, or the faculty board.

- Feedback will then be directed to the concerned person via the department head.
- For course evaluation surveys: This feedback will be included in the course portfolio along with students' assessment outcome. It is to be taken into consideration for future improvement; course instructors review their educational methods, evaluate and analyze their students' assessments and outcome and adjust their lesson plans accordingly.

#### **17.2.5. Publicity**

Currently, quality reports, assessment, and evaluation results are kept confidential within the university's administrative personnel responsible for handling the situation. Recent steps are being taken in preparation to have a summary of the quality assessment survey results posted on, and accessible through, the Faculty's website for more transparency.

#### **17.3. Teacher Evaluation**

At UJ, faculty member promotion decisions are based on several parameters such as:

- Seniority; faculty member must have been in the current rank for at least five years before being eligible to be promoted to the next higher rank.
- Performance in teaching duties and his/her academic work relations.
- Activity in community service and development.
- Publications in his/her field of specialization.

##### **17.3.1 Performance Evaluation**

Academic staff's performance is evaluated yearly only for those who are not installed in permanent service. Performance reports are submitted to the president's office jointly by the department head and the dean of the faculty. The Standard Evaluation Form covers aspects related to their performance in professional duties, their abilities, and relationships with their superiors, colleagues, assistants and patients. Reports are submitted in August and evaluation results are approved in the beginning of the following academic year. Once approved, the reports may neither be modified nor withdrawn.

Based on the evaluation reports, faculty member's performance is rated on a five point scale: (5) Excellent, (4) Very good (3) Good (2) Mediocre (1) Weak. Performance rated good to excellent (3-5 points) is considered satisfactory thus evaluation results are kept confidential and are not disclosed to the teacher. Performance rated mediocre or weak (1-2 points) is considered in need of improvement and results are disclosed to the teacher. Faculty member is sent a copy of the reports and is given a chance to explain or contest the evaluation results. Unsatisfactory performance for two consecutive years will result in warning and may halt any promotional decisions.

Evaluation of faculty members' performance from the students' perspective is incorporated in the students' survey as has been explained above.

##### **17.3.1. Scientific Research and Academic Work**

Faculty members are required by law to engage in scientific research and produce publications in scientific journals and/or chapter books. Failure to abide could lead to freeze on the annual raise for those installed in permanent service, whereas faculty members who are not installed in permanent service and not active in producing scientific publications will not be promoted and hence losing their posts. Academic promotion is based on a point system taking into consideration the quantity and quality of the products. A minimum number of points in a five year period are required in order for a faculty member to be eligible for promotion. Should a faculty member fail to achieve the point requirements in five years, he/she is given a one year extension. The extension can be renewed for three consecutive years. However, if after the three years the requirements are not yet fulfilled, then the faculty member is penalized and may lose their position. On the other hand, faculty members who complete an equivalent of double the required points in academic and scientific research are eligible for early promotion. Scientific work produced by faculty members in the form of publications of research studies and/or book chapters are sent abroad for peer review and feedback, and to assess its scientific



value. The outcome of this assessment has implications on decisions related to promotion and performance evaluation.  
Scientific research published in ISI listed journals can lead to financial rewards to authors by the Deanship of Scientific Research. In addition, the university encourages its researchers to apply to national and international awards for distinguished researchers.

35. An official document of statistics and surveys issued by official bodies show the unemployment rate for this specialization

Program Director: ----- Signature: -----Date: -----

Assistant Dean for development and accreditation: ----- Signature: -----

Head of curriculum committee/Faculty: ----- Signature: -----

Dean: ----- -Signature: -----