August 9th, 2018

**Tel Aviv University Occupational Training Program in Dentistry**

**A program for occupational training in the fields of Dentistry, for individuals with mental developmental disabilities, at Tel Aviv University, in collaboration with AKIM Israel and the School of Dentistry of Tel Aviv University.**

**Rationale**

The occupational training program in the Faculty of Dentistry of the Tel Aviv University is aimed at enabling individuals with mental developmental disability to study and work in support professions in Dentistry. Training will take place in an academic institution, based on the principle of assimilation and integration in the community, and will last about half a year. The program will provide access and promote professional knowledge in various occupational skills required for application of the acquired knowledge in the subjects taught. Emphasis will be placed on the combination of theoretical material with practical experience, in accordance with the personal abilities, desires and needs of the students, to enable realization of personal potential and reinforce self-confidence. The training program will focus on the subject of sterilization, organization and sorting of medical equipment, secretarial work, and providing responses and support for clients of the clinic.

The program will be based on the following principles:

* **Adapted and accessible employment –** a designated program providing information in the field of sterilization in Dentistry, the operation of the dental storeroom, and providing response and support for clients.
* **Theoretical training** – will include basic terms and procedures in Dentistry and sterilization. In addition, preparation for introduction into working in an academic institution, acquaintance with the university team, and a workshop on required social subjects.
* **Occupational guidance and authorization as a safety officer for sterilization** – provision of occupational guidance in the fields of sterilization, promotion of integration into a workplace in this field.
* **Personalized program** – strengthening self-confidence, promoting a feeling of pride and belonging in society, fashioning a program according to personal desires, needs, and capabilities.
* **Professional implementation** – implementation of the program by AKIM Israel in collaboration with the Tel Aviv University and the Ministry of Social Affairs. Preparation of the academic staff and students for integration of the employees.
* **Support for participants in the program** – the program will run five days a week from December 2017 through June 2018. Work will take place in small groups, while striking a balance between the need for extra support for participants in the program and the desire to be assimilated among the staff and students of the academic institution.
* **Community integration** – the introduction of employees with disabilities into a workplace in the community, joint projects with the students.

**Target population (Conditions for admission)**

* Age 21+
* The desire to acquire occupational skills related to Dentistry
* Functional verbal abilities and basic powers of spatial orientation
* Basic reading abilities
* The program is aimed at individuals with mild mental developmental disability.

\*\* Admission to the program will be dependent on an Admission Committee.

**Outline of program**

* The program will begin in May 2018 (exact date to be determined) and will comprise a number of stages:

1. A preparatory week – will include two meetings with a discussion leader in social sexual education, getting to know the program team and the university, a safety day, education in hygiene and its importance in the workplace, and a meeting with a social worker.

2. Occupational training stage – a period of six to nine months. Practical experience in the different departments of the School of Dentistry, combined with theoretical classes.

3. Employment according to the industrial Rehabilitation Work Center (RWC) model – after nine months the trainees are integrated into employment at dental clinics of the School of Dentistry according to free market protected employment principles, accompanied by professionals from AKIM Israel. This mode of employment which precludes employer-employee relations calls for a minimal monthly remuneration of 500 NIS per employee – the payment is transferred to AKIM, who will transmit it to the employee.

4, Employment according to the supported employment model – the possibility of direct employment of the trainees will be examined, according to their abilities and suitability to the tasks of the dental clinics. The aim is to strive towards this form of employment, under guidance from AKIM Israel professionals.

* The students will be accompanied by the AKIM Israel Occupational Employment team throughout the training period; during the first two months the students will be accompanied daily by an occupational guide. The professional occupational accompaniment by AKIM Israel will continue after the training period, and while the trainees are employed in dental clinics, The nature of the accompaniment and support will be determined by the needs of the trainees.
* The program will run from Sunday-Thursday from 8:30-14:00 – as per the attached Timetable.
* Training will take place in the various departments of the Faculty of Dentistry, with emphasis on the subject of sterilization.
* Lunch – Trainees will bring their breakfast with them, and may purchase lunch at the eating facilities of the University.
* Every three months there will be a meeting of a steering committee comprising the professional team of the University running the program and AKIM Israel, together with a supervisory representative of the Ministry of Social Affairs.

**Timetable and Preparation**

7/18-9/18 – Publication and recruitment of employees

4/18 – Preparation of staff at the School of Dentistry. Evening presentation of the program to families and participants

Beginning of July – Admission interviews of potential participants

10/18 – Week of preparation and gradual integration of employees at the School of Dentistry. During this time, participants will get to know the timetable, become oriented within the University and the School of Dentistry building in particular, and will meet the accompanying team.

**Weekly Timetable**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Thursday | Wednesday | Tuesday | Monday | Sunday | Hours |
| Sterilization | Laundry and organization of equipment | Dental storeroom | Sterilization | **Week's Opening** | 8:30-10:00 |
| Break | Break | Break | Break | Break | 10:00-10:30 |
| Sterilization | Laundry and organization of equipment | Dental storeroom | Sterilization | Dental storeroom | 10:30-12:00 |
| Break | Break | Break | Break | Break | 12:00-12:30 |
| **Weekly**  **summing-up-personal programs** | Laundry and organization of equipment | Dental storeroom | **Training** | **Training** | 12:30- 14:00 |

**Training and Employment Fields**

* Training and practice – theoretical study of subjects related to Dentistry: disinfection, sterilization and antisepsis (destruction of bacteria), hygiene, acquaintance with basic concepts and processes.

\*Monthly meeting with professional advisor

* Sterilization – collection of instruments from the different departments and their transfer to the sterilization room, performance of sterilization of the various instruments, folding and wrapping of aprons.
* Dental storeroom –preparation of orders for materials and equipment for different departments, organization of storeroom.
* Laundry and organization of equipment – laundering of laboratory coats, ironing, and distribution to different departments.
* Medical Secretarial work – scanning of documents, providing response for clients to the clinic for the Rehabilitation Work Center population – will later be integrated in the Timetable, in accordance with the opening of the clinic.

**Contact information:**

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