

Dental Assisting Program

Special Admission Requirements and Procedures

Program completion time varies and depends on number of credits taken per semester. Please contact the program coordinator at 775-673-7125 for information concerning salaries, careers and employment upon completion of this program. www.tmcc.edu/dental

The Dental Assisting Program offers a:

Certificate of Achievement – Can be completed in 10-12 months, see certificate worksheet.

Associate of Applied Science – Can be completed in 2 years, see degree worksheet.

Admission to the dental assisting AAS degree program and the certificate program is limited with special requirements and procedures. Please contact program coordinator for program application procedure updates.

Students start the program at the beginning of the fall semester.

The program has a chronological applicant list and is based on a “first-come, first-served” policy. The student’s name will be placed on the applicant list when the following criteria have been satisfied.

- Be at least 17 years old.
- Submit a completed application to the dental assisting program to the admissions and records office.
- Submit the application for admission, available online at www.tmcc.edu, and resident fees form to the admissions and records office.

In addition to the above listed requirements, applicants must fulfill the following requirements by June 5* to be eligible for acceptance into the fall semester program.

- Schedule and attend a health science department advisement/orientation session on the dental assisting program with the dental assisting coordinator. The certificate of advisement form must be signed by the program coordinator and student, then submitted to the school of sciences dean’s office. Please call 775-673-7204 to reserve your seat at an orientation session.
- Submit an official transcript showing proof of high school graduation or official results of high school equivalency.
- Satisfy all general college admission criteria.

*After June 5, call program coordinator to get updated information regarding the deadline extension policy.

Students accepted into the DA program are required to attend a mandatory program orientation class prior to the beginning of the fall semester. Upon acceptance into the program, students will be notified by mail of the date of the orientation class. At this orientation, the students will receive:

- orientation packet,
- course syllabi,
- policies and procedures,
- bloodborne pathogens and universal precautions training, and
- lab safety/procedure instructions.

Students accepted into the DA program are required to provide copies of the following documents at the mandatory orientation class:

- Current healthcare provider CPR card
- Results of a negative (current) two-stage TB test/chest X-ray.
- DT immunization (within the last 10 years)
- MMR immunization (students born after 1956 must have received a booster)
- Hepatitis B vaccination series (recommended by the American Dental Association). Provide documentation of initial immunization and each subsequent required immunization of the series or a letter of refusal from student’s physician.
- Current proof of health insurance. If you do not have private insurance, you can purchase insurance through TMCC.

Dental assisting students must meet certain technical standards.

- Be free from conditions that put other humans at risk.
- Be able to concentrate and attend.
- Be able to sit, bend, lift and reach.
- Be able to visualize the immediate environment.
- Be able to hear environmental sounds and instructions.
- Possess the ability to read, write, record and report.
- Be able to understand and react to verbal instructions.
- Be able to effectively communicate with instructors and patients to provide and gather information.
- Be able to remember.

Applications for specific years will not be accepted.

Applicant List:

The program has a chronological applicant list and is based on a “first-come, first-served” policy. The student’s name will be placed on the applicant list when the following criteria have been satisfied. Students who do not accept the program in the year offered will have their name deleted from the list and must reapply for the following year. Points toward admission can move a student from a lower to a higher position on the list. You can apply and be accepted into the program before completing these courses; however, it is suggested that they be completed prior to the application deadline to be included in the admissions selection process.

Points toward admission:

ENG 101 – 2 points

PSY 101 – 1 point

COM 113 – 1 point

- Students will be notified of program acceptance by mid-June.
- An appeals process is available for those applicants who are unable to meet the admissions criteria for the program due to extenuating circumstances. Please refer to this college catalog for current information.
- Applicants for specific years will not be accepted.
- The student’s name will be deleted from the applicant list if the student’s numerical position on the list is equal to or less than the number of openings available for the program in a given year, or the student does not accept the program when selected. Students who have been deleted from the list may reapply to the program by completing and submitting a new application.
- Each spring individuals on the applicant list who were not selected into the program will be notified. They will be required to respond positively for their names to remain on the applicant list for the next year. All individuals who do not respond by the indicated deadline will have their names deleted from the list.

Student progression in the program is contingent upon attaining a grade of “C” or better in all dental assisting curriculum. Courses are to be taken in the sequence outlined on the worksheet.

Interested individuals must contact the dental assisting program, 775-673-7125 or 775-673-7204, or stop by the health sciences office located in the Red Mountain Building, room 418.

NOTE: All dental assisting courses are taught during the day via the Internet and in classrooms on the Dandini Campus by full- and part-time instructors with an average class size of 20-25.

Dental Assisting Program, cont.

Accreditation

The TMCC program in dental assisting is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of approval without reporting requirements. The commission is a specialized accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and by the United States Department of Education. The Commission on Dental Accreditation can be contacted at 312-440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611.

Dental Assisting, Full-time/Part-time

Certificate of Achievement

Certificate Outcomes

- Perform basic side chair functions to facilitate completion of restorative and advanced operative procedures as allowed by the state dental act.
- Demonstrate knowledge of radiation safety and proficiency in exposing, processing, and mounting dental radiographs.
- Demonstrate knowledge of infection and hazard control in the lab/ workplace.
- Perform basic office procedures necessary to assist in managing the dental practice.

General Education Requirements

“C” or better required. It is highly recommended that the following courses be taken prior to entering the dental assisting program.

Communications	6 credits
Required: ENG 101 and COM 113	
Human Relations (included in emphasis requirements)	
Social Science	3 credits
Required: PSY 101	
Total General Education Requirements	9 Credits

Emphasis Requirements

Level I	
DA 110	Orientation to Dental Assisting..... 1
DA 111	Dental Radiography I..... 3 **
DA 112	Dental/Head and Neck Anatomy 3
DA 115	Dental Health Education..... 1
DA 116	Preclinical Dental Science 1.5
DA 117	Dental Materials and Techniques I 2
DA 119	Dental Chairside Procedures 4 **
Total Level I Requirements	15.5 Credits
Level II	
DA 121	Dental Radiography II..... 2 **
DA 122	Clinical Dental Science..... 2
DA 123	Practice Management and Procedures 2
DA 125	Supervised Clinical I 4 **
DA 127	Dental Materials and Lab Techniques II..... 2
Total Level II Requirements	12 Credits
Summer Session	
DA 135	Supervised Clinical II 5 **
DA 137	Specialized Dental Assisting 1 **
Total Summer Session Requirements	6 Credits
Total Emphasis Requirements	33.5 Credits
Total Certificate Requirements	42.5 Credits

** Starting fall 2009 these courses may be subject to credit hour increase. Please contact the program coordinator for updated information.

Suggested Course Sequence

All emphasis courses are to be taken in the sequence indicated. A grade of 75% or better is required in all emphasis courses. Credits may increase fall 2009. Contact program coordinator for details.

Full-time	Course #	Title	Credits
Level I (Fall)			
Emphasis	DA 110	Orientation to Dental Assisting	1
Emphasis	DA 111	Introduction to Dental Radiography	3
Emphasis	DA 112	Dental/Head and Neck Anatomy	3
Emphasis	DA 115	Dental Health Education	1
Emphasis	DA 116	Pre Clinical Dental Science	1.5
Emphasis	DA 117	Dental Materials and Techniques I	2
Emphasis	DA 119	Dental Chairside Procedures	4
Total			15.5
Level II (Spring)			
Emphasis	DA 121	Dental Radiography	2
Emphasis	DA 122	Clinical Dental Science	2
Emphasis	DA 123	Practice Management and Procedures	2
Emphasis	DA 125	Supervised Clinical I	4
Emphasis	DA 127	Dental Materials and Lab Techniques II	2
Total			12
Level III (Summer)			
Emphasis	DA 135	Supervised Clinical II	5
Emphasis	DA 137	Specialized Dental Assisting	1
Total			6
Emphasis Requirements Total			33.5
Part-time	Course #	Title	Credits
Level I (Fall)			
Emphasis	DA 110	Orientation to Dental Assisting	1
Emphasis	DA 112	Dental Head and Neck Anatomy	3
Emphasis	DA 116	Pre Clinical Dental Science	1.5
Total			5.5
Level II (Spring)			
Emphasis	DA 122	Clinical Dental Science	2
Emphasis	DA 123	Practice Management and Procedures	2
Total			4
Level III (Fall)			
Emphasis	DA 111	Introduction to Dental Radiography	3
Emphasis	DA 115	Dental Health Education	1
Emphasis	DA 117	Dental Materials and Techniques I	2
Emphasis	DA 119	Dental Chairside Procedures	4
Total			10
Level IV (Spring)			
Emphasis	DA 121	Dental Radiography	2
Emphasis	DA 125	Supervised Clinical I	4
Emphasis	DA 127	Dental Materials and Lab Techniques II	2
Total			8
Level V (Summer)			
Emphasis	DA 135	Supervised Clinical II	5
Emphasis	DA 137	Specialized Dental Assisting	1
Total			6
Emphasis Requirements Total			33.5