

DENTAL ASSISTING PROGRAM ADVISEMENT

The dental assisting program goals:

- To provide superior student-centered instruction and educational experiences that will prepare the student to safely and effectively perform dental chair-side, laboratory, radiographic and infection control procedures, materials manipulation, practice management operations, deliver patient education, and develop the skills to apply all facets of didactic information learned in the program to the clinical aspect of dentistry.
- To encourage the student to develop a commitment to self-evaluation, life-long learning, continued education and pride of profession, while preparing them to contribute to the oral health education and care of individuals from diverse educational socioeconomic and/or cultural backgrounds.
- To prepare students to take and pass the DANB Certified Dental Assistant national board exam.
- To prepare students who are capable and motivated to work, to be employable in the field
- Employers will express satisfaction with student skills and competency.
- Students will express satisfaction with knowledge gained in the dental assisting program.
 - *One class per year is accepted at the beginning of the fall term.*
 - *The program consists of two-semesters and one 5-week summer-session.*

The program consists of the following dental emphasis courses:

FALL			SPRING			SUMMER		
DA 110 Orientation to Dental Assisting	1		DA 121 Dental Radiography II	2		DA 135 Supervised Clinical II	5	
DA 111 Dental Radiography I	1		DA 122 Clinical Science	2		DA 137 Specialized Dental Assist.	1	
DA 112 Head and Neck Anatomy	3		DA 123 Dental Practice Management	2		Credits in Emphasis:	33.5	
DA 115 Dental Health	1		DA 125 Supervised Clinical I	4		Gen. Ed. Credits for Certificate:	9	
DA 116 Preclinical Science	1.5					Total Credits for Certificate:	42.5	
DA 119 Chairside Procedures	4							

The general education requirements to earn the Certificate of Achievement are: 9 credits

ENGLISH 101	3	PSYCHOLOGY 101	3	COMM 113	3
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The general education requirements, in addition to ENG 101, SPCH 113 and PSY 101, to earn the Associate in Applied Science Degree are:

SOC 101-Principles of Sociology	3	BIOL 224 -Anatomy and Physiology II	4	MATH 100B-Math for Allied Health	3
				Math 120 is accepted as substitution.	
HEC 223-Principles of Nutrition	3	PSC 103 -Principles of Am. Const. Govt.	3	*Please see catalog for Diversity	
				3 requirement	
BIOL 223 -Anatomy and Physiology I	4	Credits in Emphasis:			3.5
		General Education credits for Associate of Applied Science:			32
		Total Credits for Associate of Applied Science Degree			65.5

- The general education courses are NOT pre-requisites; they are co-requisites and can be taken before, during or after the dental emphasis courses.
- You can apply to the program before the general education courses are completed; however, it is strongly recommended that you complete them before you begin the program.
- Students who do take ENG 101, PSY 101 and COMM 113 and pass successfully will be give points toward admission.
- The applicant list fills quickly, we advise you to apply as soon as possible to increase your chances for selection to the program.
- You are not eligible to take the national certification exam, CDA, until you have earned at least the Certificate of Achievement in Dental Assisting. That means you must complete the dental emphasis courses and at least ENG 101, PSY 101 and COMM 113 before you earn the certificate.

Points will be awarded toward program admission if the three general education courses specified are completed with a passing grade, prior to program application deadline. It is the responsibility of the student to provide proof of course completion if not taken at TMCC. You are not required to complete these courses prior to program entrance; however, the skills you learn can help you as you progress through the program. Points are awarded as follows

- Once you **apply** to the program you will be assigned a place on the program application list.
- At the program application deadline all applicants will be screened to determine if they have earned points toward admission.
- Students receiving points will move up the list accordingly. Example: All of the students with 4 points will move up the list from their original placement, while remaining in their respective chronological order.
- The students who have not taken any of the three co-requisite courses would move down the list.
- This means you could be #5 on the list and move down to number #20 if you did not complete any of the co- requisite courses before application deadline.
- You could be #20 and move up the list if you have completed one or more of the three general education courses.
- Again, it is **recommended** these courses be completed **prior** to beginning the Dental Assisting classes, **however**, they may be **taken before, during or after** the completion of the DA courses.
- Applicants must be at least seventeen years of age.
- If the student has not applied to TMCC, they must submit an application to the college **before** applying to the Dental Assisting Program.
- The student's name will be placed on the applicant list when they have submitted an application to the dental assisting program.

Applicants must **fulfill the following requirements by June 1, of the current year** to be eligible for acceptance into fall program:

Please see catalog or Fact Sheet for a list of Technical Standards required for the program. You can **apply to the program **as soon as you like** to secure your place on the list and by the **application deadline** you must **submit** items 3, 4 and 5.*

1. Satisfy all general college admission criteria, complete and submit a college application to TMCC Admissions.
2. Complete and submit the online application to the Dental Assisting Program. Computers are available for student use at the Starting Point located in the Red Mountain building on the first floor.
3. Submit an official transcript showing proof of high school graduation, or a copy of high school diploma or official proof of high school equivalency.
4. The DA Program Certificate of Advisement form you receive when you attend a Dental Assisting Program Information/Advisement Session (see website for dates and information).
5. Proof of course completion to receive points toward admission. Submit official transcripts prior to the application deadline. If the courses were taken at TMCC you do not need official transcripts.

**Items 3, 4 and 5 must be submitted to Toni Hippert. They can be submitted in person, by certified/registered mail or fax to:*

Health Sciences
Truckee Meadows Community College
Red Mountain Building, room 417
Reno, Nevada 89512-399
Attn: Toni Hippert
Fax: 775-673-7034

No later than the first day of class, accepted students are required to provide proof/documentation of:

1. A current CPR card (Healthcare Provider)
2. Two MMR vaccinations (measles, mumps, rubella)
3. Tetanus Diphtheria booster, must be within the last 10 years
4. Hepatitis B vaccination series/or, documentation of the first vaccination prior to the first day of school, remainder to be completed prior to extramural placement. Or signed immunization declination form.
5. Current 2-stage TB skin test, 3 consecutive years of testing or if your test is positive, you must provide medical documentation/clearance you are not currently active with the disease.
6. Current health insurance, fall semester and provide proof for each subsequent semester.
7. Varicella immunization or immunity beginning spring 2010
8. Physical exam that proves you free from conditions that put others at risk. (Beginning fall 2010)

ü *Students please see catalog, program fact sheet or program information PowerPoint (available January 2010) on the Web site, for a list of technical standards you must possess for program success.*

ü *Beginning Spring 2010, background checks will be required, the cost will start at approximately \$50 per student.*

ü *Beginning fall 2010, credits might be increased.*

ü *Check the catalog, or, the DA program Web site for more information: <http://www.tmcc.edu/dental/assisting/>*

Notice to potential dental assisting applicants: Enrolled students are exposed to a variety of pathogens including bloodborne pathogens. These include but are not limited to pathogenic organisms found in blood that can cause illness such as Hepatitis B virus (HBV), Hepatitis C virus (HCV), human immunodeficiency virus (HIV) and those pathogens found in oral/respiratory secretions that can cause illness such as Tuberculosis and Herpes. The program Bloodborne Pathogens policy is available in the program coordinator's office.

For more information please visit the Centers for Disease Control website and view the form and power point presentation. Should you have questions after viewing please feel free to contact the program coordinator at the email address listed at the end of this form.

- http://www.cdc.gov/ncidod/dhqp/pdf/bbp/Exp_to_Blood.pdf
- http://www.cdc.gov/OralHealth/infectioncontrol/guidelines/infection_control_guidelines.ppt#10

The following is a statement from the Commission on Dental Accreditation:

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality of continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for treatment received by patients or individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611-2678 or by calling 1-800-621-8099 extension 4653.

Program specifics are available in the TMCC course catalog and the advisement PowerPoint (available January 2010) on the Dental Assisting Web site, <http://www.tmcc.edu/dental/assisting/>.

Student Name (Print)

Student Signature

_____/_____/_____
Date

Coordinator Signature (Julie Muhle, jmuhle@tmcc.edu)

_____/_____/_____
Date