



Dental Assistant

Certificate of Completion

About the Program

This four-term certificate program prepares students to meet the requirements to become dental assistants with expanded functions (EFDA). Successful completion of the program leads to eligibility to sit for the Dental Assisting National Board's (DANB) certified dental assisting (CDA) exam. The curriculum is based in general dentistry; students are trained in four-handed chair-side assisting techniques to work with general dentists during all phases of patient examination and treatment.

Program students attend classes as part of a structured cohort that begins each year in summer term. Students should apply early as the required mandatory orientation is scheduled several months prior to the summer start. Note: Students may still be working on prerequisites to cohort acceptance classes when applying.

Program Learning Outcomes

The curriculum in RCC courses is derived from a set of identified learning outcomes that are relevant to the discipline. Program learning outcomes for the Dental Assistant program are:

Demonstrate patient education and administrative office skills.

Demonstrate occupational safety skills.

Demonstrate general chair-side and laboratory sciences skills.

Demonstrate fluency and competency dealing with legal and ethical issues.

Demonstrate radiographic proficiencies.

Entry Requirements

Students are required to complete the Placement Process to determine skill level and readiness in math, reading, and writing. As part of their training program, students must begin with the courses within their skill level as determined through the Placement Process. In addition, students may also be required to enroll in classes that would increase their employability and success.

This is a limited-entry program. Cohort students must meet certain minimum academic requirements (MTH20, RD90 and WR90, or WR91) before the program application due date. All listed program prerequisites must be satisfactorily completed before beginning the cohort.

Selection Process

All applications will be date stamped and reviewed in the order received. Applicants will be selected by committee. The screening process includes a mandatory information session and an interview. A criminal background check and drug screening will be required for all students. This is a competitive program and not all qualified applicants may be accepted.

Advanced Standing

Coursework from accredited colleges and universities will be accepted in accordance with college policies and the program coordinator's recommendation. In order to ensure coursework is current, program courses over five years old must be reviewed and approved by the appropriate department coordinator before being accepted toward core requirements. College Now credit will be accepted in accordance with the current agreement.

Graduation Requirements

Students completing all courses in this program with a grade of "C" or better will receive their certificates. Certain required courses are graded on a pass/no pass basis only. A grade of "P" for these courses indicates a student earned the equivalent of a "C" or better grade. Credits earned in this program can be applied to the Associate of General Studies degree.

Prerequisites to Application

Course No.	Course Title	Credit
MTH20	Pre-algebra or designated placement score	0-4
RD90/WR90	College Reading/Fundamentals of Composition or WR91 Fundamentals of Academic Literacy (WR91 substitutes for both RD90 and WR90) or designated placement score	0-8

Total Prerequisite Credits 0-12

Prerequisites to Cohort Acceptance ¹

Course No.	Course Title	Credit
BT101	Human Relations in Organizations or PSY101 Psychology of Human Relations	3



BT113	Business English I or WR115 Introduction to Expository Writing or higher level composition class ²	3-4
COMM100	Basic Communication or COMM111 Fundamentals of Public Speaking or COMM218 Interpersonal Communication	3-4
CIS/CS	Approved Computer Information Science or Computer Science class, CIS120/CS120 or above, or documented computer proficiency within the past ten years	0-2
MTH63	Applied Algebra I or MTH60 Fundamentals of Algebra I or BT160 Business Math or higher level math	<u>4</u>
Total Prerequisite to Cohort Credits		13-17

Required Courses

Course No.	Course Title	Credit
First Term (Summer)		
AH100	Medical Terminology	3
AH105	Communication and Professional Behavior	2
DA101	Dental Assisting I	4
DA101L	Dental Assisting I Lab	1
DA202	Infection Control	2
HE252	First Aid/CPR 1 or HE112 Emergency First Aid and HE261 CPR/Basic Life Support Provider	<u>2-3</u>
		14-15

Second Term (Fall)

DA102	Dental Assisting II	4
DA102L	Dental Assisting II Lab	1
DA103	Dental Materials	2
DA104	Dental Administration	2
DA150	Introduction to Practicum and Seminar	1
DA201	Dental Radiology	<u>4</u>
		14

Third Term (Winter)

DA105	Legal and Ethical Issues in Dentistry	2
DA106	Dental and Medical Emergency Management	2
DA152P	Practicum in Dental Assisting I	3
DA152S	Seminar in Dental Assisting I	1
DA201L	Radiology Lab	2
DA203	Chair-side Assisting	<u>2</u>
		12

Fourth Term (Spring)

DA153P	Practicum in Dental Assisting II	3
DA153S	Seminar in Dental Assisting II	1
DA204	Expanded Functions Dental Assistant	2
DA204L	Expanded Functions Dental Assistant Lab	1
—	Approved program elective	0-5 7-12

TOTAL PROGRAM CREDITS

47-53

Approved Program Electives (0-5 credits allowed)

Course No.	Course Title	Credit
AH110	Medical Terminology: Clinical	3
BA101	Introduction to Business	4
BT102	Introduction to Supervision	3
CG100	College Success and Survival	2
CG105	Finding the Money: Scholarship Essay Writing	1
COMM100	Basic Communication (if not taken as prerequisite)	3
COMM111	Fundamentals of Public Speaking (if not taken as prerequisite)	4
COMM218	Interpersonal Communication	4
HCI120	Introduction to Health Care Industry	3
HS152	Stress Management	1
LIB127	Introduction to Academic Research	1
MTH	Any math course numbered MTH60 or above (if not taken to fulfill math requirement)	4-5
RD115	Speedreading for College	3
SPAN101,102,103	First Year Spanish I, II, III	4-4-4
SPAN201,202,203	Second Year Spanish I, II, III	4-4-4
SRV101	Service Learning	1-3
WR110	Understanding English Grammar	2
WR121	English Composition I (if not taken to fulfill writing requirement)	4
WR122	English Composition II	4
WR227	Technical Writing	4
—	Any college-level science course numbered 100 and above	3-5
—	Any health or physical education course	variable

¹ Required for graduation.

² Students who have successfully completed the 3-credit version of BT113 will have met the composition requirement.

For more information contact the Dental Assistant program coordinator:

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