

# DENTAL ASSISTING (CERTIFICATE)

**Catalog Effective Term:** Fall 2024

**Program Code:** CFDAC

**Credential:** Certificate

*High Demand Occupation*

This program prepares students for dental assisting positions in a variety of settings such as private dental offices, dental schools, the military, and dental insurance offices. The curriculum includes the required dental radiography courses that allow graduates to expose dental radiographs in the State of Michigan. The program also prepares students for the Dental Assisting National Board (DANB) examination, which leads to the nationally recognized status of a Certified Dental Assistant (CDA). As a CDA, graduates assist in the treatment of patients. Graduates of the program are also prepared to take the Michigan State Board of Dentistry examination, which gives recognition as a Registered Dental Assistant (RDA). As an RDA in the State of Michigan, graduates can perform specific intra-oral functions generally performed by a dentist. The program is accredited by:

American Dental Association Commission on Dental Accreditation  
211 East Chicago Avenue  
Chicago, Illinois 60611

Students may enroll in this program in one of two pathways. Pathway I is the format for the student who is not employed in a dental office. Pathway II (ADAEP) is the advanced standing option for the dental assistant with two or more years of experience as a dental assistant who has passed all three portions of the Dental Assisting National Board (DANB) CDA examination. These pathways are described in detail at <https://catalog.wccnet.edu/current/programs/cfdac.php>.

## Applying for Admission to the Program

A formal application and acceptance to the program is required. Application packets may be downloaded from WCC's Student Welcome Center, Health and Second Tier Program, information page <https://www.wccnet.edu/start-now/degree/2nd-tier/>.

Completed and signed applications must be submitted during the dates indicated on the application to the Health and Second Tier Admissions Office in the Student Welcome Center, located on the second floor of the Student Center Building. Applications for both pathways are processed on a first-qualified, first admitted basis.

## Program Admission Requirements

Washtenaw Community College uses a limited enrollment process for admission to this program. There are multiple requirements that must be completed prior to submitting an application for admission. For detailed information regarding admission to this health care program, please visit our Health Care website at <https://www.wccnet.edu/learn/departments/alhd/>. Prerequisite and program requirements along with WCC's point system and scales are reviewed annually and subject to change.

Students are expected to meet the prerequisite and program requirements of the catalog term for the semester in which they first begin the program. Details regarding WCC's admissions process and to download the application can be found on WCC's Student Welcome

Center, Health and Second Tier Program, information page: <https://www.wccnet.edu/start-now/degree/2nd-tier/>.

## Admission Requirements for Pathway I (On Campus)

Each year approximately 24 students are accepted to Pathway I for a Fall start on a first-qualified, first-admitted basis.

1. Admission to WCC.
2. Participation in a mandatory information session. Contact Jodi Neuman at [jneuman@wccnet.edu](mailto:jneuman@wccnet.edu).
3. Program prerequisite courses: HSC 101 Healthcare Terminology or HSC 124 Medical Terminology with a minimum grade of C+/2.3. Students who have completed BIO 109 Essentials of Human Anatomy and Physiology or BIO 111 Anatomy and Physiology - Normal Structure and Function will have the admission requirement for HSC 101 Healthcare Terminology or HSC 124 Medical Terminology waived.
4. Academic Reading Level of 6 (College Level).
5. Academic Writing Level of 6 (College Level).
6. Verification of high school diploma or its equivalent, or post-secondary degree.
7. 18 years of age by May 15th of the year of program completion.
8. Technical Standards (see application packet). WCC reserves the right to request, before or during the program, that students successfully demonstrate specific physical and cognitive abilities related to the program.

## Admission Requirements for Pathway II (ADAEP)

Each year, approximately 12 students are accepted to Pathway II for a Fall semester start on a first-qualified, first-admitted basis.

1. Admission to WCC.
2. Contact Tina Sprague in the Dental Assisting Department at [ksprague@wccnet.edu](mailto:ksprague@wccnet.edu).
3. Academic Reading Level of 6 (College Level).
4. Academic Writing Level of 6 (College Level).
5. Current and valid CPR card.
6. Pass all three portions (GC, RHS and ICE) of the Dental Assisting National Board (DANB) Certified Dental Assisting (CDA) Examination or graduate from an American Dental Association (ADA) Commission on Dental Accreditation (CODA) Accredited Dental Assisting program.
7. Students must be employed in a dental office at least 24 hours per week as a chairside dental assistant. The participating dentist must validate the student's skills (see the Student Agreement of Participation and Dentist Agreement of Participation forms in the admission packet).

## Continuing Eligibility Requirements

### Continuing Eligibility for Pathway I (On Campus)

1. Complete orientation checklist within the DA Pathway I Orientation Blackboard Site
2. Students must purchase an account from a college-designated vendor to obtain a criminal background check and submit health records to the department by the deadlines provided at the mandatory orientation session.
3. Additional background checks may be conducted at any time during the program. Students may be required to have drug testing as well as additional criminal background checks and/or fingerprinting prior to the start of a clinical sequence as requested by specific clinical facilities. Any student found to have a positive drug screen for drugs

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prohibited by State of Michigan or Federal law (including marijuana) or controlled substances will be dismissed from the program. Failure to receive an acceptable criminal background/fingerprinting at any time, will result in dismissal from the program.

4. Students must complete any other health requirements as designated by the clinical sites.
5. All Dental Assisting (DEN) and support courses to the program must be completed with a minimum grade of C/2.0.
6. Students who are dismissed from the program may not be eligible to reapply to the program.

### Continuing Eligibility for Pathway II (ADAEP)

1. Complete orientation checklist within the DA Pathway II Orientation Blackboard Site
2. Continual employment working a minimum 24 hours per week as a chairside dental assistant during the program is required.
3. All Dental Assisting (DEN) and support courses to the program must be completed with a minimum grade of C/2.0.
4. Students may be required to have drug testing as well as criminal background checks and/or fingerprinting as requested by the Dental Assisting Department. Any student found to have a positive drug screen for drugs prohibited by State of Michigan or Federal law (including marijuana) or controlled substances will be dismissed from the program. Failure to receive an acceptable criminal background/fingerprinting at any time, will result in dismissal from the program.
5. Students who are dismissed from the program may not be eligible to reapply to the program.

Complete one of the following Dental Assisting options:

- Pathway I
- Pathway II (ADAEP)

*Dental Assisting Certificate and Degree Completion:*

*Students completing the Dental Assisting courses outlined below will obtain a Certificate in Dental Assisting. Students may also complete an associate degree by using the same core dental assisting courses in addition to completing the general education requirements and electives for an Associate in Applied Science Degree in Occupational Studies.*

### Pathway I (35 credits)

**Minimum Credits Required for the Concentration or Option: 35**

Course	Title	Credits
<b>Semester 1</b>		
<b>Fall</b>		
DEN 102	Managing Safe Practice in Dentistry	1
DEN 106	Biomedical Science for Dental Assistants	2
DEN 107	Oral Anatomy	2
DEN 108	Dental Radiography	2
DEN 110	Basic Clinical Dental Assisting	4
DEN 112	Dental Materials	3
<b>Credits</b>		<b>14</b>
<b>Semester 2</b>		
<b>Winter</b>		
DEN 118	Preventive Dentistry	2
DEN 120	Patient Records	1
DEN 128	Dental Radiography Practice	1

DEN 129	Patient Assessment	2
DEN 130	Clinical Practice	2
DEN 131	Principles of Dental Specialties	4
<b>Credits</b>		<b>12</b>
<b>Semester 3</b>		
<b>Spring/Summer</b>		
DEN 202	Advanced Clinical Practice	2
DEN 204	Advanced Functions	4
DEN 212	Dental Practice Management	3
<b>Credits</b>		<b>9</b>
<b>Total Credits</b>		<b>35</b>

### Pathway II (ADAEP) (35 credits)

#### DANB Exam (22 credits)

Students must pass all three portions of the Dental Assisting National Board (DANB) Certified Dental Assistant (CDA) exam prior to entry.

**Minimum Credits Required for the Concentration or Option: 35**

Course	Title	Credits
<b>First Semester</b>		
DEN 204	Advanced Functions	4
DEN 230	Alternative Dental Assisting Education Project	9
<b>Credits</b>		<b>13</b>
<b>Total Credits</b>		<b>13</b>