

FY19 (2018-19)
WITC - DENTAL ASSISTANT PROGRAM

The following is additional information about the Wisconsin Indianhead Technical College's Dental Assistant (DA) program. This information supplements the program brochure and district catalog.

Degree: One Year Technical Diploma

DENTAL ASSISTANT (DA) PROGRAM - 33 credits

The Dental Assistant program is a one year (two semester) program, though the Dental Health & Safety course will be scheduled to start at the beginning of August (two weeks prior to the beginning of fall courses). Students must complete 33 credits to graduate. The program is available at the Rice Lake campus with a maximum of 12 students. The program is only offered on a full-time basis, Monday through Friday.

The program combines lecture, laboratory, and internships with clinical settings. These experiences include chairside assisting, radiography techniques, manipulation of dental materials, office procedures for general and specialty practices, and professionalism. Travel is required to clinical sites; students must provide their own transportation.

PROGRAM DIRECTOR

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PROGRAM LOCATIONS

WITC-Rice Lake

CLINICAL LOCATIONS

WITC district, to be determined

ADMISSION PROCESS The following steps are required to **apply** to the DA program. Applicants have 120 days to complete the application process:

1. Complete and return application with \$30 NONREFUNDABLE fee.
2. *Make an appointment to complete the college admission assessment (ACCUPLACER) test. You must achieve scores of 81 in sentence skills, 70 in Reading, and 65 in Math. Remediation options are available to reach required scores. Students who do not successfully meet the required program entrance assessment scores for Accuplacer Sentence Skills and Accuplacer Arithmetic may be admitted to the program upon successful completion of Writing Foundations (76851740) and Math for Health Professionals (10804138) or Math Foundations for Health (76854740) with a C or better.
3. Have earned a high school diploma or GED certificate; current high school seniors must provide documentation upon graduation.
4. Participate in an admissions meeting and educational goal discussion with a WITC counselor.
5. Review and sign Caregiver Background Check and/or Criminal History Record Check Statement of Understanding
6. Review and sign Functional Abilities Statement of Understanding

You will be admitted to the program, based on the date and time the above admission criteria is met.

After the student has been admitted to the program, the following steps are required to **enter** the DA program:

1. Attend mandatory program orientation session
2. Submit Background Check fee
3. Have an acceptable Wisconsin Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and other states, if applicable
4. Pass a physical exam, have current immunizations, and demonstrate negative status for tuberculosis (Tb)
5. Possess current certification of "CPR for Healthcare Providers" or equivalent
6. Review and sign Allied Health Division Confidentiality Statement

ENTRANCE ASSESSMENT TESTING

If a student scores too low on the math part of ACCUPLACER, they will have the option to take Math for Healthcare Professionals course. If they obtain a "C" or better in the course, this will satisfy the math portion of the entrance requirement and allow them to enter the program.

Other entrance assessment is acceptable if scores are equivalent to the ACCUPLACER requirement as defined in the WITC "cross walk" of comparable entrance assessment testing.

Applicants who do not achieve the program required scores will be offered remediation and opportunities to re-test. Applicants will not be admitted into the DA program until the minimal ACCUPLACER scores are achieved in all areas of the testing battery.

Applicants who possess an associate degree or higher, in any field, are waived of this requirement. However, due to the rigor of the DA program, waived applicants are strongly advised to self assess with the ACCUPLACER battery and remediate as necessary.

Applicant scores will be made available for faculty review through PeopleSoft records of individual students.

DA COURSEWORK DA students must adhere to the course sequence of the [DA program plan](#). Students may not take core DA courses prior to the start of the DA core program. A curriculum checklist and course descriptions are included in this packet. Completion of “CPR for Healthcare Providers” training is a prerequisite to the first course and must be maintained throughout the program. Courses that may be taken prior to starting the program are:

1. Oral/ Interpersonal Communication (801-196)
2. Students are expected to have entry-level computer and keyboarding skills.

Wisconsin Indianhead Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or status in any group protected by state or local law in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies: [Amanda Gohde, Director, Human Resources](#), Administrative Office, 505 Pine Ridge Drive, Shell Lake WI 54871, 715-468-2815 ext. 2240, Wisconsin Relay TTY:711, amanda.gohde@wisc.edu.

CLASS COMMITMENT The average amount of time spent in the classroom for a full-time student is between 32-35 hours per week. In addition to scheduled class time, it is expected that students spend at least two to three hours studying for each hour of classroom lecture they attend. This represents a significant time commitment and most students find it necessary to reduce work hours during the program.

PRIOR LEARNING ASSESSMENT Official college transcripts are required for any college work that has been completed. Official college transcripts must be sealed and sent from the sending institution.

DA PROGRAM STANDARDS DA students must complete all required courses with a 2.0 or better. In addition, all DA (508-xxx) courses must be passed with a satisfactory performance in professionalism components, clinical, and observation requirements. A DA student may repeat a core course only **once**. In addition, students enrolled in the DA program may repeat only **two** core courses in the program during their progress toward graduation.

COMPUTER NEEDS Since all DA courses include a web-based component, students are required to have computer and internet access.

ACCREDITATION The 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 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. The Commission's web address is: <http://www.ada.org/100.aspx>

BLOODBORNE PATHOGEN RISK STATEMENT All Dental Assistant students should be aware that the field they are entering does have some special occupational hazards. The nature of the occupation could involve contact with infectious diseases, including AIDS and Hepatitis. Students will receive instruction in standard precautions and use of protective equipment to reduce the risk of blood and body fluid exposures. However, if an exposure should occur, diagnostic tests, treatments, or vaccinations may be necessary. The costs of these tests, treatments, and/or vaccinations are the responsibility of each individual student.

BACKGROUND CHECK AND CONVICTION RECORD

Students in the DA program will attend clinical sessions in dental agencies that are regulated by state and federal government. The laws state that these clinical agencies may not hire anyone with a history of conviction of certain crimes. WITC must contract with these agencies to provide your clinical experiences while in the program. In order to do so, the agencies expect WITC to adhere to the same guidelines - in other words, they view students as temporary employees.

At the program orientation, you will be asked about your conviction history and a conviction record will be obtained from a national criminal background check, the Department of Justice and Wisconsin Department of Health Services

(www.dhs.wisconsin.gov) and, if applicable, from the Minnesota Department of Human Services (www.dhs.state.mn.us). Having a conviction history will not necessarily stop you from entering the program. We will need to discuss the charges with you and will make every attempt to confidentially resolve the concern with the clinical agencies utilized for the clinical courses. Ultimately the clinical agencies reserve the right to determine what constitutes an acceptable background check. The costs of background checks are the responsibility of the student.

GRADUATE SALARY EXPECTATIONS Graduates earn between \$30,158 - \$41,597 annually. The most recent graduate follow-up study indicates the average yearly salary to be \$35,704.

SCHOLARSHIPS AND FINANCIAL AID Full time students are eligible for financial aid. Scholarships are available.

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