

# Wisconsin Indianhead Technical College FY20 (2019-20) Dental Assistant Program

The following is additional information about the WITC's Dental Assistant (DA) program.  
This information supplements the program webpage 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 15 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

**ACADEMIC ADMISSION REQUIREMENTS** Students have 120 days to complete the application process  
Students who are considering the program must meet one of the following items:

- Minimum High School GPA of 2.1
- ACT Score of 18
- Minimum College GPA 2.0 (min 3 cr)
- Associate or Bachelor Degree
- Accuplacer scores

Additional measures may be considered as determined by the counselor.

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

## **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. 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.

## **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.

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@witic.edu](mailto:amanda.gohde@witic.edu).

## **TRANSFER CREDIT**

Official college transcripts are required for any college coursework 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](#) and, if applicable, from the Minnesota [Department of Human Services](#). 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 clinical agency may deny access to their setting based on a negative background check. If this occurs, you would not be able to complete the DA program requirements. The costs of background checks are the responsibility of the student.

## **GRADUATE SALARY EXPECTATIONS**

Graduates earn between \$25,868-\$38,477 annually. The most recent graduate follow-up study indicates the average yearly salary to be \$32,745.

## **SCHOLARSHIPS AND FINANCIAL AID**

Full time students are eligible for financial aid. Scholarships are available.

**FY20 (2019-20)**  
**Checklist for Dental Assistant Admission**

**\*\* All criteria in Phase 1 must be met before moving to Phase 2 \*\***

**Phase 1: Application for Dental Assistant Program**

\_\_\_\_\_ WITC **application** including the nonrefundable \$30 application fee (fee waiver may apply if previously submitted)

\_\_\_\_\_ **Academic admission requirements:** Students who are considering the program must meet one of the following items:

- Minimum High School GPA of 2.1
- ACT Score of 18
- Minimum College GPA 2.0 (min 3 cr)
- Associate or Bachelor Degree
- Accuplacer scores

Additional measures may be considered as determined by the counselor.

\_\_\_\_\_ Provide an official **high school transcript** or equivalent (HSED/GED). Current high school seniors must provide both a current high school transcript and a final transcript with confer date.

\_\_\_\_\_ Review and sign Background Check **Disclosure**

\_\_\_\_\_ Review and sign the Functional Ability **Disclosure**

\_\_\_\_\_ **Admissions meeting with WITC counselor**

**Phase 2: Entry to Dental Assistant Program**

*Proof of the following items will be **collected by Dental Assistant Program Director** on or before first day of class in Dental Assistant Semester 1:*

\_\_\_\_\_ Submit Background Check fee

\_\_\_\_\_ Have an acceptable Wisconsin Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and other states, if applicable

\_\_\_\_\_ Pass a physical exam, have current immunizations, and demonstrate negative status for tuberculosis (Tb)

\_\_\_\_\_ Possess current certification of "CPR for Healthcare Providers" or equivalent

\_\_\_\_\_ Review and sign Nursing & Allied Health Division Confidentiality Statement

\_\_\_\_\_ Review and sign Dental Office Visit form

\_\_\_\_\_ Review and sign Dental Assistant Program Permission form

\_\_\_\_\_ Attend a **mandatory** Dental Assistant program orientation

**FY20 (2019-20)****DENTAL ASSISTANT PROGRAM****Prices listed are approximate costs and subject to change**

Application	\$30.00
Uniforms	\$150.00
Equipment	\$400.00
Includes: RINN XPC-ORA, Nitrile Gloves, Uniforms, Protective Eyewear, Typodont, BP Cuff & Stethoscope	
Textbooks (DA occupational specific courses)	\$890.00
WI Caregiver Background Check	\$10.00
MN Caregiver Background Check	\$29.10
National Criminal Background Check	\$52.00
PROGRAM/COURSE PREREQUISITES	
CPR for Health Care Provider (AHA)	\$51.59
SUMMER TERM - TUITION/FEES	
10-801-196 Oral/Interpersonal Communication	\$441.75
FIRST TERM - TUITION/FEES: \$2,750.50	
10-508-101 Dental Health Safety	\$177.25
10-508-103 Dental Radiography	\$354.50
10-508-113 Dental Materials	\$354.50
10-508-304 Dental & General Anatomy	\$296.00
31-508-302 Dental Chairside	\$886.25
31-508-306 Dental Assistant Clinical	\$531.75
31-508-307 Dental Assistant Professional	\$150.25
SECOND TERM - TUITION/FEES: \$2,364.50	
10-508-120 Dental Office Management	\$296.00
31-508-308 Dental Chairside Advanced	\$886.25
31-508-309 Dental Laboratory Procedures	\$709.00
31-508-310 Dental Radiography-Advanced	\$177.25
31-508-311 Dental Assistant Clinical Advanced	\$296.00
CDA Exam Fee	\$425.00
HESI Exam Fee	\$35.00
*Optional: ADAA student membership	\$35.00
<b>APPROXIMATE PROGRAM TOTAL</b>	<b>\$7,664.44</b>

Transportation costs to and from clinical agencies will vary  
Computer, other required hardware, or upgrade costs will be discussed on an individual basis.  
Students are responsible for additional clinical agency requirements.  
Students are responsible for health form costs (Tb test, Immunizations, titres, exam, etc.)