PCC’s Dental Assisting (DA) program admits 45 students each year. Completion of the prerequisites and program requirements does not guarantee admission to the program. If the number of eligible applicants exceeds the number of program spaces, all eligible applicants are placed in a lottery and selected at random. Applicants are eligible for the lottery if they have met all program requirements and prerequisites by the end of Spring term, 2020. Applicants who apply with prerequisites and program requirements in progress will be considered on a space available basis once all seats have been offered to applicants complete by the end of Spring term (see page 4). Please note that all requirements and selection criteria are subject to change.

APPLICATION DEADLINE: July 1, 2020 at 5:00 pm

Admission Prerequisites and Requirements
The following prerequisites and requirements must be completed by the end of the spring term prior to application deadline for best consideration.

- All courses must be completed with a C grade or higher:
  - WR 115 or direct placement into WR121*
  - MP 111 Medical Terminology from PCC only (Visit www.pcc.edu/da under Program Admission for more information)
  - Completion of one of the following: a College Success course that is at least 2 credits OR a college course that is at least 2 credits

- Completion of 12 hours of shadowing a dental assistant in a dentist’s office or dental clinic documented on the Dental Assisting Shadowing Form included in the application packet. A maximum of 3 hours may be completed at the PCC Dental Clinic based on availability. Call 971-722-4909 to schedule.

- Submit one of the following:
  - College transcript with GPA of 2.0
  - High school diploma with GPA of 2.0
  - GED credential

*PCC accepts multiple measures to demonstrate competency. Please see FAQs on page 4 for detailed information.

All students are strongly encouraged to meet with a health admissions advisor. Call 971-722-4795 to schedule an appointment. Transfer course equivalency is subject to review by PCC Student Records Office, Dental Sciences Department & Health Admissions Office.

Application Process

- Apply to Portland Community College as a credit seeking student online at www.pcc.edu/admissions. You must have a PCC student ID number to apply to the Dental Assisting Program.
- Complete the Dental Assisting program application available online in early October.
- Include required documentation of 12 hours shadowing in a dental office or dental clinic (see page 2).
- Include required response to the essay question (see application instructions).
- Include official transcripts (other than PCC) showing completion of required prerequisite courses and official documentation of placement scores (if applicable). These documents must be submitted with your application and NOT mailed separately.

Application Timeline

- Early October, 2019: Program application is available online at www.pcc.edu/DA.
- January 2, 2020: Health Admissions Office begins accepting applications.
- July 1, 2020: APPLICATION DEADLINE. This is NOT a postmark deadline. All application materials must be received in the Health Admissions Office, Sylvania campus, CC building, Room 208 (or in the HAO office drop box) by 5 pm.***
- Mid-July, 2020: Applicants are informed of their admissions status through their PCC email only.
- August, 2020: Mandatory Orientations and Health Provider CPR certification, Criminal Background check, Drug Screening and Immunizations: acceptance into the program is contingent on passing/clearing all of these requirements.
- August 31, 2020: Fall term Dental Assisting classes begin. Please see special course schedule for Fall term only at https://www.pcc.edu/programs/dental-assisting/admission.html

***We do not accept faxed, emailed or electronically delivered applications or materials. If submitting your application within 2 weeks of the application deadline, only hand delivery guarantees your application will by the 5pm application deadline. Due to PCC centralized mail distribution process, expedited mailing options aren’t directly received by the Health Admissions Office on the delivery confirmation date.
2020 DENTAL ASSISTING PREREQUISITE COMPLETION WORKSHEET

Writing competency can be met with COMPASS, ASSET or Accuplacer placement tests. For additional placement options and testing information please visit: [www.pcc.edu/testing](http://www.pcc.edu/testing). If placement tests are completed at an institution other than PCC, documentation of the raw test scores must be included with the admissions application.

<table>
<thead>
<tr>
<th>Prerequisite</th>
<th>Course number or Placement test name</th>
<th>Completion Term/Year</th>
<th>Grade or Test Score</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>WR 115 or placement into WR 121</td>
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<tr>
<td>PCC's MP 111 Medical Terminology or Competency Test</td>
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<td>2 credit minimum College Success Course OR College Course</td>
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☐ I have completed 12 hours of shadowing with a dental assistant in a dentist's office or dental clinic documented on the Dental Care Experience Form located in the application packet.

<table>
<thead>
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<th>Educational Planning for Prerequisites</th>
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<tbody>
<tr>
<td>Term _________</td>
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<tr>
<td>Course Cr.</td>
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Notes:
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2
DENTAL ASSISTING TECHNICAL STANDARDS

You must be able to meet these standards in order to successfully complete the program. Please read each item carefully:

- Hear under normal circumstances with or without hearing device.
- Communicate both verbally and in writing in an effective manner to explain procedures and give instructions.
- Ability to work independently and manage a variety of tasks in a short amount of time.
- Eyesight capable of viewing small visual images with or without glasses & distinguish between black, while & subtle shades of gray.
- Understand and react quickly to verbal instruction.
- Demonstrate finger dexterity and eye/hand coordination to perform large and small motor coordination in a patient’s mouth.
- Stand in place for long periods of time.
- Not prone to psoriasis, dermatitis, and other chronic skin disorders with open lesions or allergic responses to dental materials and agents.
- Lift up to ten pounds.
- Operate dental radiology equipment, which can require pushing, pulling or moving.
- Handle stressful situations related to technical and procedural standards of patient care situations.
- Provide physical and emotional support to the patient during dental procedures.
- Follow directions effectively and work closely with members of the dental team.
- Perform skills (such as CPR) related to emergency procedures in a dental office.
- Demonstrate effective interpersonal relation skills.
- Stoop and retrieve dental supplies.
- Sit for prolonged periods of time on the dental stool and occupy a small space opposite the dentist in the operatory (approximately 3’x3’).
- Reach overhead radiographic equipment and dental operating light (approximately 5’ above the floor).
- Possess tactile senses for examining teeth and oral tissue.
Can I use my high school grades for writing placement?
Writing competencies can be met with SATs, ACTs, GED and high school grades as well as by completing COMPASS, ASSET or Accuplacer placement tests. For additional placement options and testing information please visit: www.pcc.edu/testing. If placement tests are completed at an institution other than PCC, documentation of the raw test scores must be included with the admissions application.

Can I apply to the Dental Assisting program if I am not complete with all prerequisites by the end of the Spring term?
Yes, however, applicants who apply with prerequisites and program requirements in progress will be considered on a space available basis once all seats have been offered to applicants complete by the end of Spring term.

Do I need a social security number to be a certified as a Dental Assistant?
Neither PCC nor the licensing organization (DANB) require students to have a social security number. However, employers may require one for hiring purposes.

Where is the Dental Assisting Program located?
The PCC Dental Assisting Program will be moving to a new building in downtown Portland on 4th and Montgomery. Students enrolling in the program will begin their training Fall Term 2020 at the PCC Sylvania Campus and will move to the new building January of 2021, where they will complete their training. The building project is a partnership between PCC, PSU, OHSU and the City of Portland. It will house PCC’s Dental programs, the OHSU-PSU School of Public Health, PSU’s College of Education, and the City of Portland’s Bureau of Planning and Sustainability.

Can I use e-transcripts for my application?
Please contact the Health Admissions Office for more information about e-transcripts.

Can I work while I am in PCC’s Dental Assisting Program?
The Dental Assisting program is a full time, Monday through Friday program and also includes homework and projects outside of class time which makes it difficult to work at a job in the evenings and weekends and still complete all program requirements.

What if I have already taken a Medical Terminology course at an institution other than PCC?
If you have already completed a Medical Terminology course at another institution, you have the option of taking the MP 111 Competency Test. A passing score is eligible to substitute for taking PCC’s Medical Terminology course. Please contact the Health Admissions Office for further information.

Where will my clinical training take place?
PCC Dental Assisting students will be training in the PCC Dental Clinic and also rotating to off-campus private dental clinics. In all clinical sites training occurs with live patients. Reliable transportation to off-campus clinics is necessary.

If I have a criminal record, does it disqualify me?
Please refer to the following website for a list of disqualifying crimes: www.oregon.gov/chi/docs/crimelist.xls

If I have a current CPR card, does it meet the CPR course requirement?
Accepted DA students must present a copy of a current Healthcare Provider CPR card. The card must show that the class included adult, infant, child CPR and use of the Automated Defibrillator (AED). If you have a CPR card that does not include these, you’re required to take another class.

Can I transfer to a four year institution?
Students are advised to speak with an advisor at the institution they plan to transfer to, as they will have the final decision in determining which of the PCC credits are transferable and accepted.

Additional Resources
American Dental Association: www.ada.org
Oregon Board of Dentistry: www.oregon.gov/dentistry
Dental Assisting National Board: www.danb.org

Portland Community College
Health Admissions Office
Sylvania Campus, CC 208
Phone: 971-722-4795, FAX: 971-722-4837
www.pcc.edu/da