



2023 PART TIME DENTAL ASSISTING PROGRAM ADVISING GUIDE

PCC's Part Time Dental Assisting (PTDA) program is located at the Vanport Building, **1810 SW 5th Ave** in downtown Portland.

The program admits 18 students and begins Summer term, 2023. 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 by the end of Winter term, 2023. **Applicants in progress with a prerequisite at the time of application will be granted provisional admission contingent upon successful completion of outstanding application requirements by the end of spring term, 2023.**

APPLICATION DEADLINE: March 28, 2023

Admission Requirements

- **Completion of the following prerequisites by the end of the winter term, 2023 (March 26, 2023) with a C grade or higher:**
 - o WR 115 or equivalent placement score*
 - o CHOOSE ONE: One College Success course that is at least 2 credits OR One college course that is at least 2 credits
- MP 111 Medical Terminology
 - o PCC does not accept transfer courses to complete this requirement. MP 111 must be completed at PCC.
 - o Students without PCC's MP111 complete by the end of winter term, 2023 must complete the PCC MP 111 course during spring term, 2023 or during the first term of the program. This will make the first term of the part-time dental assisting program a full-time credit load.
- Completion of 12 hours of shadowing in a dentist's office or dental clinic documented on the Dental Assisting Shadowing Form included in the application packet. 3 hours may be completed at the PCC Dental Clinic based on availability. Call 971-722-4909 to schedule. COVID Alternative to shadowing is available. For further information visit the website www.pcc.edu/dashadowing.
- **CHOOSE ONE:** 1) high school diploma or college transcript with GPA of 2.0 or higher 2) GED

*PCC accepts multiple measures including PCC equivalent placement scores. Documentation from other institutions must include raw scores and are evaluated using PCC cut scores. For additional placement options, please visit the PCC Testing Center website at www.pcc.edu/testing

All students, especially those with transfer courses, are 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, Dental Sciences Department & Health Admissions Office.

Application Process

- Apply to Portland Community College online at www.pcc.edu/admissions. You must have a PCC student ID number to apply to the Dental Assisting Program.
- Complete the Part-time Dental Assisting program application online.
- Include required documentation of 12 hours shadowing in a dental office or dental clinic and written reflection (see page 2).
- Include unofficial 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 NOT mailed separately.

Application Timeline

- **January 3, 2023:** Program applications are available online.
- **March 26, 2023:** Deadline for prerequisite course completion or/placement tests showing equivalent placement
- **March 28, 2023:** APPLICATION DEADLINE
- **Mid-April, 2023:** Applicants notified of acceptance or denial
- **Early-May 2023:** Mandatory Orientation and Health Provider CPR certification, Criminal Background check, Drug screening and Immunizations (including COVID-19 vaccination). Acceptance into the program is contingent on passing/clearing all of these requirements
- **June 26, 2023:** Program begins

Scholarships

A limited number of scholarships are available for the Part-Time Dental Assisting Program. Further information visit: <https://www.pcc.edu/programs/dental-assisting/apply/>

2023 Part Time Dental Assisting Prerequisite Completion Worksheet

Writing competencies can be met with ALEKS, 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.

Prerequisite	Course number or Placement test name (for math and writing only)	Completion Term/Year	Grade or Test Score	Institution
WR 115 <u>or</u> placement into WR 121		/		
2 credit minimum College Course		/		
MP 111 Medical Terminology from PCC only (Must be complete by end of 1 st term in Program)				

☐ I have completed 12 hours of shadowing a dentist's office or dental clinic documented on the Dental Care Experience Form and written reflection prompt located on the how to apply website.

Educational Planning for Prerequisites			
Term _____	Term _____	Term _____	Term _____
Course _____ Cr. _____	Course _____ Cr. _____	Course _____ Cr. _____	Course _____ Cr. _____



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, white & 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

DENTAL ASSISTING FREQUENTLY ASKED QUESTIONS

Can I apply to the Part Time Dental Assisting program if I'm not complete with prerequisites by the end of Summer term?

Applicants must be complete with all prerequisites by the end of Winter term, 2023 in order to apply. Applicants are strongly encouraged to also complete PCC's MP111 by the end of Spring term, 2022 to avoid a full time credit load for their first term.

Can I apply to both the Part Time Dental Assisting Program and the Full Time Program?

Yes. You must complete and submit a separate application for each program.

Can I work while I'm in PCC's Part Time Dental Assisting Program?

Yes. Lectures are online and clinicals are done In-person; including a few full-day Monday labs and half-day Saturdays.

What if I've 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.

Do I need a social security number to be 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.

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/chc/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.

What vaccinations are required for admission?

This program includes or requires educational experiences that take place in clinical/field environments. The Oregon Health Authority (OHA) Public Health Division requires students in clinical/field environments to comply with [vaccination requirements](#), including [COVID-19 vaccination](#). Students are also required to pass a criminal background check and drug screenings.

Additional Resources

American Dental Association: www.ada.org

Oregon Board of Dentistry: www.oregon.gov/dentistry

Dental Assisting National Board: www.danb.org