

Dental Assistant Education Program Admission Requirements

Dear Student,

Thank you for your interest in the Dental Assistant Education Program.

The VSCC Dental Assistant Program is a one-year, three semester, full-time course and is composed of didactic and clinical instruction. It is designed and organized to promote the personal and professional growth of each student. The main objectives of the program are to prepare the student to function in the dental setting and to academically qualify for the Dental Assistant National Board certification examination and the Tennessee Board of Dentistry registry examination. The program in Dental Assisting is accredited by the American Dental Association's Commission on Dental Accreditation, a specialized accrediting body recognized by the Council on Post-Secondary Accreditation and the United States Department of Education.

Enclosed you will find information about admission requirements and selection, a Clinical Observation form, and a semester-by-semester outline.

If you have any questions or concerns, please call:

**Desiree Sutphen, Program Director
615.230.3439
desiree.sutphen@volstate.edu
Marilyn Sweat, Instructor
615.230.3335
Marilyn.sweat@volstate.edu**

Or 1-888-335-8722.

Thank you,

**Desiree Sutphen
Program Director
Dental Assistant Education Program**

PROGRAM MISSION STATEMENTS AND GOALS

Mission Statement:

The mission of the Dental Assistant Education Program at Volunteer State Community College is to produce entry –level graduates that are competent assistants, registry eligible, and demonstrate professional concern for their patient.

Outcome Goals:

Students will apply basic knowledge of dental assisting in the dental setting.

Students will demonstrate the basic skills to be a competent dental assistant.

Students will define the terminology unique to dental assisting.

Students will illustrate comprehension of professional ethical standards for dental assisting.

Students will demonstrate knowledge of the different career options to a dental assistant professional.

Students will apply and demonstrate critical thinking, problem solving, and decision making skills within the parameters of dental assisting.

This profession may expose the student to bloodborne pathogens.

Therefore, the Dental Assistant Program follows all rules and regulations set forth by the Occupational Safety and Health Administration (OSHA). The student is required to be immunized against infectious diseases as required by the clinical affiliates and OSHA regulations or complete a refusal document with the guidelines of the regulations. Clinical affiliates may refuse clinical rotation access to students who fail to obtain the required immunizations.

Program Application Procedures

- Step one:** All interested students are required to complete an application to the College. You are encouraged to apply early in order to determine any basic skills requirements.
- Step two:** Submit ACT scores or take the College placement exam. Scores will be evaluated by the College to determine if basic skill requirements are needed.
- Step three:** Complete the Application to the Allied Health Careers and submit to the dental assistant staff.

Prerequisites:

Basic skills requirements are as follows:

1. Reading competence equivalent to DSPR 0800,
2. Writing competence equivalent to DSPW 0800,
3. Math competence to DSPM 0700.

First priority in Program Admission will be given to students who have completed all basic requirements prior to the application deadline.

Program Admission/ Screening:

- ❖ **Application Deadline: May 15**

Requirements by deadline:

- * **Submission of completed Application to Allied Health Careers**
 - * **Submission of completed Observation form**
 - * **Submission of a typed one page essay on “Why I want to become a Dental Assistant”**
 - * **Attach a copy of your college transcripts**
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- ❖ **A maximum of 24 students are admitted per year**
 - ❖ **Screening into the program will take place in late May and interviews will be conducted in mid-June.**
 - ❖ **Selection will be based on the following:**
 - * **Essay**
 - * **Interview**

Special consideration will be granted to those applicants who have completed coursework at Volunteer State Community College other than Developmental courses. In-state students are also given special consideration.

**CLINICAL OBSERVATION (CPI)
(4 HOURS)**

Name of Facility: _____

Date of Observation: _____

Name of Clinical Instructor: _____

Name of Student: _____

1. What were the strengths of this observation?

2. What dental procedures did you have the opportunity to observe?

3. Describe the type of supervision you received during your hours of observation.

4. Were you comfortable during the time of your observation?

Final thoughts or comments:

Student Signature _____

Volunteer State Community College
Technical Certificate-Dental Assistant
Student Check List

Name: _____ Date: _____

Application deadline: **May 15** (no exceptions)

Fall	Course	Hrs	Taken
DES 110	Fundamentals of Dental Assisting	1	
DES 120	Dental Materials & Lab Procedures	3	
DES 211	Dental Science I	4	
DES 220	The Compromised Patient	2	
DES 221	Dental Radiography I	3	
DES 231	Clinical Science I	3	
DES 241C	Clinical Practice	2	
	Total Fall	18	

Spring	Course	Hrs	Taken
DES 130	Dental Office Management	2	
DES 210	Preventive Dental Assisting	3	
DES 212	Dental Science II	5	
DES 222	Dental Radiography II	2	
DES 232	Clinical Science II	4	
DES 242C	Clinical Practice II	2	
	Total Spring	18	

Summer	Course	Hrs	Taken
DES 233	Clinical Science III	2	
DES 243C	Clinical Practice III	10	
	Total Summer	12	
	Total Technical Concentration	48	

NOTE to Scholarship students/financial aid students:

Please contact your advisor for sequencing of courses each semester prior to registration.

PROGRAM ADMISSION REQUIREMENTS:

1. Meet all the general admission requirements of Volunteer State Community College.
2. Submit ACT scores or take the College placement exam. Scores will be evaluated by the College to determine if learning support courses are needed.
3. Complete an Allied Health Department application and return this application to the following:
Desiree Sutphen, Marilyn Sweat or the division secretary.
4. If required, successfully completed Learning Support Courses prior to the interview. Learning support courses requirements are determined by the ACT and/or placement test scores.
First priority in Program Admission will be given to students who have completed all basic requirements prior to the application deadline.
5. Application Deadline for the Dental Assistant Program is MAY 15-Below is a listing of the application materials that is required for screening into the program. Screening will take place in late May.
6. Completion of documented evidence of a minimum of 4 hours of clinical observation (CPI) in a general Dentist environment.
(See attached Clinical Observation (CPI) form.
7. Submit a typed one page essay on "Why I want to become a Dental Assistant"
8. Submit a copy of all college transcripts including your Volunteer State Community College.
9. A maximum of 24 students are admitted per year into the Dental Program.
10. Selection will be based on the following:
*Essay
*Interview
11. Special consideration will be granted to those applicants who have completed coursework at Volunteer State Community College other than Developmental courses. In-state students are also given special consideration.

Please send the required application materials listed above in **ONE ENVELOPE** to: Volunteer State Community College, ATTN: Desiree Sutphen, Program Director – Dental, 1480 Nashville Pike, Annex 400 Room 111C, Gallatin, TN 37066

Volunteer State Community College

Associate of Applied Science Allied Health Careers Student Check List

Courses to be completed for an Associate of Applied Science:

If required, successfully complete Learning Support Courses listed below. Learning support course requirements are determined by the ACT and/or placement test scores.

Category	Course	Course Name	Credits	Completed
Reading	DSPR 0810	Learning Support Reading I	3	
	DSPR 0820	Learning Support Reading II	2	
	DSPR 0830	Learning Support Reading III	1	
Writing	ENGL 0810	Learning Support Writing I	3	
	ENGL 0820	Learning Support Writing II	2	
	ENGL 0830	Learning Support Writing III	1	
Mathematics	MATH 0810	Learning Support Math I	3	
	MATH 1000	Pre College Algebra	3	

General Educational Courses part of Associate Degree:

		Hrs	Taken
ENGL 1010	English Composition I	3	
Fine/Arts/Humanities (one of the three listed)	ART 1030-Intro to Art	3	
	MUS 1030-Music Appreciate	3	
	ENGL 1030-Intr Film	3	
BIOL 2010	Human Anatomy & Physiology I(Lecture and Lab)	4	
MATH 1010	Math Liberal Art (or higher)	3	
PHYS 1030	Non calculus based Physics	3	
	Total Gen Ed	16	

Electives-See program advisor for details

		Hrs	Taken
Certification	*Dental Assistant	32	
Additional Elective Hrs	See Advisor	12	
General Educational Courses	See above course of study	16	
INFS 1010	Computer Applications	3-See Note Below	
	Total Electives	60	

***Students may be awarded up to 32 hours of credit based on their Certification in Dental Assistant.**

IMPORTANT: Prior to graduation, you must take Computer Applications (INFS 1010, 3 credit hours) or you must pass the competency test. For more information visit:
<http://www.volstate.edu/ComputerLiteracy/>

NOTE to Scholarship students/financial aid students: Please contact your advisor for sequencing of courses each semester prior to registration. If transferring credits to VSCC, all transferred courses must be on file with Records Office by graduations dates. Must maintain a 2.0 GPA to graduate.

***Students may be awarded up to 32 hours of credit based on their Certification in Dental Assistant.**

If transferring credits to VSCC, all transferred courses must be on file with Records Office by graduations dates.



APPLICATION TO ALLIED HEALTH CAREERS

****Please Print Clearly

NAME _____

VSCC ID # _____ BIRTH DATE ____/____/____

VSCC EMAIL _____

ALTERNATE EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ WORK _____ CELL _____

HAVE YOU ATTENDED COLLEGE PREVIOUSLY? (circle one) YES NO
IF YES, PLEASE LIST COLLEGE OR UNIVERSITY AND DEGREE OR MAJOR AREA

1. _____ / _____

2. _____ / _____

SIGNATURE _____ DATE _____

*signature, email address and date MUST be included upon submission of application

AREA OF STUDY (check one on each application)

Form with checkboxes for various allied health careers: DENTAL ASSISTANT, DIAGNOSTIC MEDICAL SONOGRAPHY, EMT (Circle one) *Basic *Paramedic, FIRE SCIENCE TECHNOLOGY, *HEALTH INFORMATION TECHNOLOGY, MEDICAL LABORATORY TECHNICIAN, OPHTHALMIC MEDICAL TECHNICIAN, *PHYSICAL THERAPIST ASSISTANT, RESPIRATORY CARE TECHNOLOGY, RADIOLOGIC TECHNOLOGIST, SLEEP DIAGNOSTICS TECHNOLOGY

*Additional application required in Spring Semester of screening

PLEASE RETURN COMPLETED PROGRAM APPLICATION TO:
Volunteer State Community College
ALLIED HEALTH DIVISION
1480 Nashville, Pike
Gallatin, Tennessee 37066-3188

Volunteer State Community College, a Tennessee Board of Regents Institution, is an equal opportunity institution and ensures equal opportunity for all persons without regard to race, color, religion sex, national origin, disability status, age, sexual orientation or status as a qualified veteran with a disability or veteran of the Vietnam Era.