DENTAL ASSISTING

Sylvania Campus
Health Technology Building (HT), Room 206
971-722-4236

Health Admissions Office
College Center (CC), Room 208
971-722-4795

pcc.edu/programs/dental-assisting

CAREER AND PROGRAM DESCRIPTION

The dental assistant is a member of the dental team, working with and assisting the dentist and hygienist during clinical procedures. Traditional duties and responsibilities include: exposing and developing dental radiographs, mixing dental materials, organizing and preparing treatment rooms, passing dental instruments and materials to the dentist, taking impressions, preparing, placing and removing rubber dams, placing topical anesthetic, fluoride and desensitizing agents, sterilizing instruments, disinfecting dental equipment, comforting patients during dental appointments and educating patients on various dental procedures. Graduates are also prepared to perform the following expanded duties: polish teeth and restorations, fabricate and cement temporary crowns, remove cement, place temporary restorations, place and remove matrix retainers, place sealants, perform temporary denture relines, place retraction cord and various orthodontic duties.

Computer skills are an important asset to a dental assistant. Students should be familiar with basic computer key boarding skills. Dental computer programs are learned in the office procedures courses.

The Dental Assisting program is a limited entry program with restricted enrollment. The program is limited to 45 students. Applications are accepted from January 2 to July 1. IMPORTANT NOTICE: Applicants applying for the cohort starting Fall 2020 will begin their training in September 2020 at the PCC Sylvania Campus and complete their training January 2021 to June 2021 at the new dental sciences location in downtown Portland at the 4th and Montgomery building. Application forms may be obtained at www.pcc.edu/da and should be submitted along with high school and college transcripts to:

Health Admissions Office
Sylvania Campus, (CC) 208
Portland Community College
P.O. Box 19000
Portland, Oregon 97280-0990

For information call 971-722-4795 or check the website www.pcc.edu/da.

Candidates will be notified of their admission status by late May.

DEGREES AND CERTIFICATES OFFERED

ONE-YEAR CERTIFICATE

Dental Assisting

Accredited by the Commission on Dental Accreditation (CODA).

Academic Requirements

• None

Non-Academic Prerequisites

• 12 hours of shadowing in a dental office or clinic facility that is documented by dentist’s signature with the dentist’s business card attached.

• Applicants should have all program prerequisite courses and job shadowing experiences completed by the end of winter term. Courses planned for spring term will not be considered for the current year’s application process. It is the applicant’s responsibility to update their information by proving final grades of courses which are in progress at the time of application.

• All students are required to be immunized against Hepatitis B as well as evidence of immunity to measles, tetanus immunization and current tuberculosis skin test (TST). Test must be within previous 12 months. Positive TST will require evidence of normal chest x-ray (supply upon acceptance).

• A valid (current) Healthcare Provider CPR that includes Adult, Child, Infant and AED is required.

Non-Academic Requirements

• Criminal Background Check

• All PCC students enrolled in a health care or child care program, including Dental Assisting, with requirements for practical experience of field training must pass a Criminal History Check (CHC) and a drug screen as a condition of their acceptance into a medical or other facility for training.

• Students who do not pass the CHC and drug screen are not eligible to complete training at affiliated practicum sites, to sit for licensure or certification exams; or be hired for some professional positions. If you believe that your past history may interfere with your ability to complete the program of study or to obtaining licensure, or certification in your chosen field, you should contact the appropriate state board or program director.

• The Dental Assisting Certificate prepares the student for job entry with State and National certification in dental radiology, basic dental assisting and expanded function dental assisting.

• Students enrolled in the Dental Assisting Program perform exposure prone procedures and are required to wear safety glasses, gloves, face masks and protective clothing during all laboratory and clinic activities that produce airborne particulate matter, or expose students to patients during dental procedures. An exposure prone procedure is one in which there is an
increased opportunity for the exchange of blood borne pathogens between the patient and the dental health care provider because of the kind of procedure being performed.

- Safety policies, procedures and protocols are taught and followed according to OSHA regulations and CDC Standards to provide a safe learning and patient care environment. The program policies on blood borne pathogens and infectious disease are available to applicants upon request. Upon acceptance to the program, extensive training in this area will occur.
- Applicants who have an infectious disease or who are carriers of an infectious disease should seek counsel from their physician and the program director prior to application. The college follows CDC suggested work restrictions for health-care personnel infected with or exposed to major infectious diseases in health care settings, from the CDC’s Guidelines for Infection Control in Dental Healthcare Settings—2003 available at www.cdc.gov/mmwr/preview/mmwrhtml/rr5217a1.htm, Table 1, attached to and incorporated by this reference to this policy.
- All aspects of the Dental Assisting Program are continually assessed to provide on-going excellence and continuing improvement, and are subject to change.

DENTAL ASSISTING ONE-YEAR CERTIFICATE

Minimum 45 credits. Students must meet all certificate requirements.

**COURSE OF STUDY**

The coursework listed below is required. The following is an example of a term-by-term breakdown.

<table>
<thead>
<tr>
<th>First Term</th>
<th>Credits</th>
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<tbody>
<tr>
<td>DA 110 Clinical Procedures I §</td>
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<tr>
<td>DA 111 Clinical Procedures I (Lab) §</td>
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<tr>
<td>DA 117 Infection Control</td>
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<tr>
<td>DA 120 Dental Radiology I §</td>
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<tr>
<td>DA 121 Dental Radiology I (Lab) §</td>
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<tr>
<td>DA 130 Dental Materials I</td>
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<tr>
<td>DA 131 Dental Materials I (Lab) §</td>
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<tr>
<td>DA 140A Integrated Basic Science I</td>
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<td><strong>Credits</strong></td>
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<th>Second Term</th>
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<td>DA 113 Clinical Procedures II (Lab) §</td>
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<tr>
<td>DA 118 Expanded Duties I §</td>
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<td>DA 122 Dental Radiology II</td>
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<tr>
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<tr>
<td>DA 150 Dental Office Procedures I §</td>
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<td><strong>Credits</strong></td>
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<td>DA 116 The Whole Patient - Ethical, Legal, and Medical Implications §</td>
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<td>DA 119 Expanded Duties II §</td>
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<td>DA 125 Dental Radiology III (Lab) §</td>
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<td>DA 135 Dental Materials III (Lab) §</td>
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<td><strong>Total Credits</strong></td>
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§ Course contains Related Instruction and cannot be substituted with another course; Related Instruction details can be viewed here.

**DA 110. Clinical Procedures I. 3 Credits.**
Introduces the theory behind the clinical aspects of dental assisting duties and responsibilities. Includes four-handed dentistry concepts, restorative procedures, nutrition, and oral health care for the dental patient. Covers proper protocol regarding Health Insurance Portability and Accountability Act (HIPAA) and the patient record. Prerequisites: Acceptance in the Dental Assisting program. Corequisite: DA 111.

**DA 111. Clinical Procedures I (Lab). 2 Credits.**
Introduces clinical training and practical experience in four-handed dentistry. Includes dental assisting duties and responsibilities. Introduces clinical safety, privacy policies, patient records, restorative procedures, isolation procedures, dental records, disinfection, and sterilization. Prerequisite: Acceptance in the Dental Assisting program. Corequisite: DA 110.

**DA 112. Clinical Procedures II. 1 Credit.**
Covers intermediate concepts of the clinical aspect of dental assisting duties and responsibilities. Introduces dental specialties and the dental assistant’s role in the areas of periodontics, endodontics, oral surgery, prosthetics, implants, and TMD. Introduces the community-based learning project. Corequisite: DA 113.

**DA 113. Clinical Procedures II (Lab). 3 Credits.**
Covers intermediate clinical training and practical experience in general dentistry and dental assisting duties and responsibilities. Introduces dental specialties such as periodontics, oral surgery, and periodontal surgery. Provides an opportunity to gain chairside dental assisting experiences through clinical rotations at OHSU and PCC Dental Clinic. Introduces electronic records and dental software. Corequisite: DA 112.

**DA 114. Clinical Procedures III. 1 Credit.**

**DA 115. Clinical Procedures Lab III. 5 Credits.**
Covers advanced clinical training and practical experience in clinical dental assisting duties and responsibilities. Provides an opportunity to work in a clinic setting applying the principles and practices learned in the classroom. Corequisite: DA 114.

**DA 116. The Whole Patient - Ethical, Legal, and Medical Implications. 2 Credits.**
Covers medical emergencies, pharmacology, and ethical standards established by the dental professions. Covers legal responsibilities of the dental assistant and the dentist as established by the Oregon Dental Practice Act. Provides a correlation between treating the whole patient (pharmacology, psychology, and emergency treatment) and providing standard of care treatment and proper documentation for industry. Prerequisite: Acceptance in the Dental Assisting program.

**DA 117. Infection Control. 1 Credit.**
Covers the essential elements and implementation of infection control and occupational safety in a dental healthcare setting. Prerequisite: Acceptance in the Dental Assisting program.

**DA 118. Expanded Duties I. 1 Credit.**
Covers clinical training and practical experience in expanded functions dental assisting duties as allowed by the Oregon Dental Practice Act. Focuses on the rationale and procedures for coronal polishing, amalgam and composite finishing/polishing, fluoride application, retraction cord placement, and pit and fissure sealant placement.

**DA 119. Expanded Duties II. 1 Credit.**
Continues clinical training and practical experience in expanded functions dental assisting duties as allowed by the Oregon Dental Practice Act. Focuses on the rationale and procedures for Expanded Functions Orthodontic Dental Assistants (EFODA) certification and orthodontic specialty procedures.

**DA 120. Dental Radiology I. 2 Credits.**
Introduces the uses of digital and film radiographic images in dentistry. Includes the history of radiation discovery, biological effects of X-ray in tissues, and safety principles. Covers the physical and chemical properties of processing chemicals and film. Prerequisite: Acceptance in the Dental Assisting program. Corequisite: DA 121.

**DA 121. Dental Radiology I (Lab). 2 Credits.**
Provides an opportunity to practice radiographic techniques on manikins, and patients correlating activities to the DA 120 lecture. Prerequisite: Acceptance in the Dental Assisting program. Corequisite: DA 120.
DA 122. Dental Radiology II. 1 Credit.
Continues the examination of the philosophy and principles of dental radiography with review and preparation for national and state certification examinations. Corequisites: DA 123.

DA 123. Dental Radiology II (Lab). 2 Credits.
Continues exploring the practice of radiographic techniques on manikins and clinic patients under direct supervision. Corequisites: DA 122.

DA 125. Dental Radiology III (Lab). 2 Credits.
Provides advanced x-ray clinical experience including extraoral images and images for children and edentulous patients. Includes radiographic experience during private practice internships.

DA 130. Dental Materials I. 1 Credit.
Introduces dental materials and laboratory equipment used in the dental office. Covers the physical and chemical properties, manipulation, and uses of gypsum products, restorative materials, and impressions materials. Includes an overview of crown and bridge preparation procedures. Prerequisites: Acceptance in the Dental Assisting program. Corequisite: DA 131.

DA 131. Dental Materials I (Lab). 2 Credits.
Provides laboratory experience and skills development in dental assisting materials and laboratory equipment. Covers the proper and safe handling of dental materials including gypsum products, restorative materials, impressions materials, dental cements, dental bases, and provisional crown fabrication during manipulation and application. Prerequisite: Acceptance in the Dental Assisting program. Prerequisite/concurrent: DA 130.

DA 132. Dental Materials II. 1 Credit.
Covers intermediate concepts of dental materials. Includes the processes and materials used during the construction of fixed and removable prosthesis. Introduces dental materials used in various dental specialties. Corequisite: DA 133.

DA 133. Dental Materials II (Lab). 2 Credits.
Covers intermediate laboratory skill development in dental assisting materials and laboratory equipment. Includes the processes and materials used during the construction of fixed and removable prosthesis. Introduces dental materials used in various dental specialties. Corequisite: DA 132.

DA 135. Dental Materials III (Lab). 2 Credits.
Covers advanced laboratory skills development in dental assisting materials and laboratory equipment. Includes applying knowledge, technology, and skills from dental office externships. Prerequisite: Acceptance in the Dental Assisting program.

DA 140A. Integrated Basic Science I. 2 Credits.
Covers basic principles of oral anatomy and the study of tooth form and function. Introduces dental numbering systems and charting and some conditions manifested in the mouth (oral pathology). Prerequisite: Acceptance in the Dental Assisting program.

DA 142. Integrated Basic Science III. 2 Credits.
Covers a specialized study of the structures of the head and neck with an emphasis on the oral cavity, anesthesia, and a review of diseases that manifest in the oral cavity. Prerequisite: Acceptance in the Dental Assisting program.

DA 150. Dental Office Procedures I. 2 Credits.
Provides an overview of procedures associated with reception desk responsibilities and dental office management. Prerequisite: Acceptance in the Dental Assisting program.

DA 152. Dental Office Procedures II. 2 Credits.
Covers oral and written communication, computer skills, and job search techniques related to dentistry. Prerequisite: Acceptance in the Dental Assisting program.

DA 9406. Dental Assisting Practicum. 1-5 Credit.
Upgrading for dental assistants who have been out of the field for a prolonged period of time, or who feel their skills are out of date.