



DENTAL ASSISTING –Fall 2022

Dear Applicant:

Thank you for your interest in the Gulf Coast State College **Dental Assisting** Program! The dental faculty and staff are very proud of the exceptional program and state-of-the art dental facility that we offer and would like to provide assistance to you as you prepare for your academic career.

We offer a unique program that involves a combination of learning opportunities, including classroom lecture, laboratory sessions, clinic hours in a state-of-the art dental facility located on campus, clinical rotations in local specialty practices, and some course opportunities available through distance education (online). The dental faculty and staff are dedicated, caring and student-oriented. This will become evident as you become familiar with our programs.

If you have not already applied for admission to Gulf Coast State College, you should do this first by contacting the Enrollment Services office at 850.872.3892 or by visiting <http://www.gulfcoast.edu/>. This will not only start the college admissions process, but will also permit you access to a variety of services available at the college. We also invite you to visit our program website at <http://www.gulfcoast.edu/academics/programs/dental-assisting-certificate/index.html> to better familiarize yourself with all aspects of our educational program.

Please read and review carefully the enclosed information/application packet as it will assist you in the application process. *The program utilizes a selective admissions process with an application deadline of **June 3, 2022**.* Completing the GCSC application and Dental Assisting application will confirm your interest and will enable the Health Sciences Division to create a file for other application documents as you return them. **IN ADDITION TO OTHER REQUIRED DOCUMENTS, THE TECHNICAL STANDARDS FORM AND THE TEST REQUIREMENT FORM MUST BE INCLUDED WITH YOUR APPLICATION.**

If you have any questions or need assistance, please contact Ms. Laurie Womble (listed below) to schedule an advising appointment. We wish you much success as you begin to prepare for your future in the profession of Dental Assisting.

Sincerely,

Laurie Womble

Laurie Womble, CDA, BHS
Coordinator of Dental Assisting
5230 West U.S. Highway 98
Panama City, FL 32401-1058
Office: 850.769.1551, ext, 5842
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Email: lwomble@gulfcoast.edu

STUDENT APPLICATION AND INFORMATION PACKET

GENERAL CAREER INFORMATION:

The **Dental Assistant** is a valuable member of the dental team offering a wide variety of clinical skills and knowledge to assist the dentist with the everyday operations of the dental office. The dental assistant commonly performs various tasks in the dental office such as assisting the dentist chair side with restorative or surgical procedures, providing oral evacuation during dental procedures, transferring of instruments, mixing dental materials, exposing radiographs as directed by the dentist, taking or preparing materials for impressions, sterilization of instruments, obtaining and/or updating patient dental records, taking and recording vital signs, preparing operatories for dental treatment, and providing postoperative/general oral healthcare instructions. Other duties may also include, removing sutures, placing topical anesthetics, isolating teeth with the use of a dental dam, removal of excess cement, and applying occlusal sealants.

CAREER OPPORTUNITIES:

The Dental Assisting program at Gulf Coast State College provides an intense curriculum of didactic and clinical training that prepares the student to work confidently in all areas of dentistry. Many Dental Assistants work in a private practice/office; however, there are many options available for alternate career paths:

Private Practice:

- Solo dental practices - practices with only one dentist
- Group practices - practices with two or more dentists

Specialty Dentistry:

- Oral and maxillofacial surgery - removal of teeth and correction of facial deformities
- Orthodontics - straightening teeth with braces or other appliances
- Endodontics - root canal treatment
- Periodontics - treatment of gum problems (gingival and periodontal diseases)
- Prosthodontics - replacement of lost teeth
- Pediatric dentistry - treatment of children
- Community based dentistry - includes settings such as schools, health departments and community clinics which focus on the prevention and treatment of public health dental problems

Other Employment Opportunities:

- Hospital dental clinics - assisting dentists in the treatment of bedridden patients
- Insurance Companies - claims processing
- Education/Teaching
- Dental product sales representative
- Research

PROGRAM ACCREDITATION:

The Dental Assisting and Dental Hygiene programs offered by Gulf Coast State College were initiated in 1970 and 1996, respectively. The programs in dental assisting and dental hygiene are accredited by the Commission on Dental Accreditation and have 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/en/coda>. The most recent evaluation of both programs was in October 2019; this was the Commission’s seventh site evaluation of the Dental Assisting Program and fifth site evaluation of the Dental Hygiene program.

PROGRAM LEARNING OBJECTIVES:

- Provide students with a quality hands-on educational approach in a state-of-the-art dental facility in order to cultivate experienced, skilled chair side assistants.
- Provide formal training for certification in radiology and expanded functions as required by the State of Florida.
- Prepare students to successfully pass the Dental Assisting National Board (DANB) examination.
- Provide knowledge and skills of specialty areas of dentistry to prepare the student to work confidently and professionally in all areas of dentistry.
- Assist students with job placement.

PROGRAM ADMISSIONS INFORMATION:

The dental assisting program has the capacity to accept twenty (20) students in the fall term. Students not selected are encouraged to enroll in developmental and/or general education courses in preparation for reapplying to the program for the following year. Students should receive advising and academic counseling by the dental program faculty regarding their status and academic planning.

Selection to the program is based upon an objective cumulative point system. The point system is based on placement scores (i.e. PERT/ACT/SAT), and optional enhancement points. Enhancement points may include: general education courses completed with a “C” or better, recommendation letters (maximum of 2), earned postsecondary degrees, and a brief essay titled “Why I want to become a Dental Assistant.”

The dental assisting program is a rigorous, full-time program that requires commitment and hard work. All dental courses require at least a grade of “C” for successful completion and continuation in the program. For a portion of the laboratory learning experiences, it is necessary for students to practice on each other. If for any medical, dental, or personal reason a student is unable to participate, it will be the student’s responsibility to provide a patient for each of those sessions. In addition, students will be required to provide their own transportation to external site rotations (off campus) for assigned observations during the Spring and Summer semesters. Some of the external site assignments may include offices in areas outside of Bay County.

Students enrolled in the Dental Assisting Program are at risk for exposure to blood and body fluids, and the potential does exist for transmission of blood-borne and other infectious diseases during patient care activities. If you contract a blood borne infectious disease during your enrollment, appropriate health care experts will be consulted about your ability to continue to treat patients. Each applicant may view the Dental Assisting Program Policies on Bloodborne and Infectious Diseases upon request; this document is also available on the Dental Assisting Program website. The Dental Assisting faculty will discuss or answer any questions that an applicant may have concerning these policies.

INFORMATION YOU WILL FIND IN THIS PACKET:

- Program Curriculum
- Estimated Expense Sheet
- Application Checklist
- Minimum Placement Test Requirements
- Program Application
- Technical Standards Form
- Dental Assisting Observation / Work Experience Form

APPLICATION DUE DATES:

The dental assisting program *begins* in the **fall term**. Applications should be submitted by **June 3, 2022**, to be considered for fall enrollment. Students who enroll in the fall term can expect to complete the program in as little as 10 months.

CERTIFICATION/CREDENTIALS/EMPLOYMENT:

Graduates of the dental assisting program will receive a Certificate in Dental Assisting from Gulf Coast State College, Expanded Functions course completion certificate, and a Radiology course completion certificate which legally permits the student to expose oral radiographic images and perform expanded duties as allowed by the State of Florida. Expanded duties are intraoral tasks delegated by a dentist to a formally trained dental assistant who has demonstrated clinical competency by passing the examinations and by performing a number of procedures on patients for each of the tasks. Graduates of the dental assisting program are eligible and encouraged to apply and take the Dental Assisting National Board (DANB) examination to become credentialed as a Certified Dental Assistant (CDA) which is commonly required for employment.

Regional employment opportunities vary depending on location and demand; consult with Dental program faculty for additional information regarding employment and compensation for our service area.

DENTAL PROGRAMS TRANSFER POLICY:

Applicants who are currently enrolled in another Dental Hygiene/Dental Assisting Program and wish to investigate transferring to a GCSC Dental Program must 1) meet all current admission requirements, 2) apply at least two months prior to the expected date of enrollment, 3) notify the Assistant Coordinator in writing, stating anticipated entry date and reason for transfer, 4) provide evidence of successful completion of previous core dental courses from an American Dental Association accredited program, and 5) provide a letter from the Program Chair stating that the student is in good academic and clinical standing and is eligible to return to the Dental Hygiene program they wish to transfer from. Acceptance of any transfer student will be dependent upon available resources.

Transferability of GCSC Dental Hygiene/Dental Assisting courses to another institution will be dependent upon the acceptance of the receiving institution.

DENTAL PROGRAMS ARTICULATION POLICY:

Students who elect to articulate must have completed said courses with a grade of "C" or better from an American Dental Association accredited Dental Assisting Program within the last three years *and* have actively been working in the dental field at least 3 months prior to entrance in the program. If you feel you meet articulation requirements, please contact the Dental Programs Coordinator for more information.

FINANCIAL AID, SCHOLARSHIPS, AND GRANTS:

Students desiring financial assistance are directed to the office of Financial Aid located in the Admissions and Records Building or by visiting http://www.gulfcoast.edu/finance_assist.

CRIMINAL BACKGROUND CHECKS/DRUG TESTING

Students that are granted conditional acceptance into a Health Sciences program must receive a satisfactory criminal background check prior to final acceptance into the program. Gulf Coast State College utilizes CastleBranch Corporation for this service, as well as tracking compliance with immunizations and other program requirements. **Student applicants DO NOT complete background checks until directed to when provisionally accepted into the Dental Assisting Program. Information and instructions on how to complete the background check will be sent by the program coordinator.**

The student must also be aware that clinical agencies may require an additional background check prior to clinical access. It is possible to graduate from a program at GCSC and be denied the opportunity for licensure because of an unfavorable background check. An applicant must consider how his/her personal history may affect the ability to meet clinical requirements, sit for various licensure exams, and ultimately gain employment. Most healthcare boards in the State of Florida make decisions about licensure on an individual basis. You may visit the Florida Department of Health website (www.doh.state.fl.us/) for more information regarding licensure. We offer this information so that you can make an informed decision regarding your future.

Please read the following information carefully: Any student who has been found guilty of, regardless of adjudication, or entered a plea of nolo contendere, or guilty to, any offense under the provision of 456.0635 (see below) may be **disqualified** from admission to any Health Sciences program. In addition to these specific convictions, there are other crimes which may disqualify applicants from entering into the Health Sciences programs and/or clinical rotations. The statute listed below can also be found online:

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0400-0499/0456/Sections/0456.0635.html

456.0635 Health care fraud; disqualification for license, certificate, or registration.

- (1) Health care fraud in the practice of a health care profession is prohibited.
- (2) Each board within the jurisdiction of the department, or the department if there is no board, shall refuse to admit a candidate to any examination and refuse to issue a license, certificate, or registration to any applicant if the candidate or applicant or any principal, officer, agent, managing employee, or affiliated person of the applicant:
 - (a) Has been convicted of, or entered a plea of guilty or nolo contendere to, regardless of adjudication, a felony under chapter 409, chapter 817, or chapter 893, or a similar felony offense committed in another state or jurisdiction, unless the candidate or applicant has successfully completed a drug court program for that felony and provides proof that the plea has been withdrawn or the charges have been dismissed. Any such conviction or plea shall exclude the applicant or candidate from licensure, examination, certification, or registration unless the sentence and any subsequent period of probation for such conviction or plea ended:
 1. For felonies of the first or second degree, more than 15 years before the date of application.
 2. For felonies of the third degree, more than 10 years before the date of application, except for felonies of the third degree under s. 893.13(6)(a).
 3. For felonies of the third degree under s. 893.13(6)(a), more than 5 years before the date of application;
 - (b) Has been convicted of, or entered a plea of guilty or nolo contendere to, regardless of adjudication, a felony under 21 U.S.C. ss. 801-970, or 42 U.S.C. ss. 1395-1396, unless the sentence and any subsequent period of probation for such conviction or plea ended more than 15 years before the date of the application;
 - (c) Has been terminated for cause from the Florida Medicaid program pursuant to s. 409.913, unless the candidate or applicant has been in good standing with the Florida Medicaid program for the most recent 5 years;
 - (d) Has been terminated for cause, pursuant to the appeals procedures established by the state, from any other state Medicaid program, unless the candidate or applicant has been in good standing with a state Medicaid program for the most recent 5 years and the termination occurred at least 20 years before the date of the application; or
 - (e) Is currently listed on the United States Department of Health and Human Services Office of Inspector General's List of Excluded Individuals and Entities.

***NOTE: A physical examination, criminal background check and drug screening
WILL be required prior to official program acceptance.***



DENTAL ASSISTING PROGRAM **Curriculum Sequence**

Fall:

DEA 0020C	Pre-Clinical Procedures
DEA 0800L	Clinical Practice I
DEA 0134	Introductory Pharmacology/Dental Office Emergencies
DEA 0133 substituted)	Introduction to Microbiology- online (MCB 2004 or equivalent may be
DES 1000	Dental Anatomy
DES 1010	Head & Neck Anatomy
DES 1100C	Dental Materials
DES 1200	Dental Radiology I
DES 1200L	Dental Radiology I Lab
DES 1320 may be substituted)	Basic Communications & Human Relations- online (SPC 1608 or equivalent

Spring:

DEA 0132	Dental Nutrition- online (HUN 1201 or equivalent may be substituted)
DEA 0801	Clinical Practice II
DEA 0801L	Clinic Practice II Lab
DES 0501	Dental Practice Management
DES 0844	Dental Health Education
DES 1201	Dental Radiology II
DES 1201L	Dental Radiology II Lab
DES 1404 substituted)	Introductory Anatomy & Physiology- online (BSC 2085 or equivalent may be
DES 1832	Expanded Functions
DES 1832L	Expanded Functions Lab
DEH 1400	Oral Pathology

Summer:

DEA 0850L	Clinical Practice III
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DENTAL ASSISTING PROGRAM
ESTIMATED PROGRAM PLAN/EXPENSE SHEET 2021-2022

Courses: Fall Semester	Credit	Tuition	Lab Fee	Total
DEA 0020C Pre-Clinical Procedures	6 v	\$527.22	\$93.00	\$620.22
DEA 0800L Clinical Practice I Lab	1.5 v	\$131.81	\$94.00	\$225.81
DEA 0134 Introductory Pharm/Off Emer	2 v	\$175.74		\$175.74
DEA 0133 Introductory Microbiology	1 v	\$87.87		\$87.87
DES 1000 Dental Anatomy	2 c	\$197.50		\$197.50
DES 1010 Head & Neck	2 c	\$197.50		\$197.50
DES 1100C Dental Materials	3 c	\$296.25		\$296.25
DES 1200 Dental Radiology I	2 c	\$197.50		\$493.75
DES 1200L Dental Radiology I Lab	1 c	\$98.75	\$184.00	\$282.75
DES 1320 Basic Communications & Human Relations	1 c	\$98.75		\$98.75
Fall Textbook Bundle				387.39
In- State		\$2,008.89	\$371.00	\$3,063.53
Out of State		\$7,522.82	\$371.00	\$7,893.82
Course: Spring Semester	Credit	Tuition	Lab Fee	Total
DEA 0132 Dental Nutrition	1 v	\$87.87		\$87.87
DEA 0801 Clinical Practice II	2 v	\$175.74		\$175.74
DEA 0801L Clinical Practice II Lab	6 v	\$527.22	\$44.00	\$571.22
DES 0501 Dental Practice Management	1 v	\$87.87		\$87.87
DES 0844 Dental Health Education	1 v	\$87.87		\$87.87
DES 1201 Dental Radiology II	1 c	\$98.75		\$98.75
DES 1201L Dental Radiology II Lab	1 c	\$98.75	\$36.00	\$134.75
DES 1404 Intoductory Anat & Phys	2 c	\$197.50		\$197.50
DES 1832 Expanded Functions	1 c	\$98.75		\$98.75
DES 1832L Expanded Functions Lab	1 c	\$98.75	\$46.00	\$144.75
DEH 1400 Oral Pathology	2 c	\$197.50		\$197.50
Spring Textbook Bundle				188.22
In- State		\$1,756.57	\$126.00	\$2,070.79
Out of State		\$6,613.50	\$126.00	\$6,739.50

Course: Summer Semester		Credit	Tuition	Lab Fee	Total
DES 0850L Clinical Practice III	Clinical Practice III	6.5 v	\$571.16		\$571.16

In- State			\$571.16		\$571.16
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Out of State			\$2,207.53		
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Total In-State Estimated Costs			\$4,336.62	\$440.00	\$4,776.62
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Total Out-of-State Costs			\$16,343.85	\$440.00	\$16,783.85
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**DENTAL ASSISTING PROGRAM
ESTIMATED PROGRAM PLAN/EXPENSE SHEET 2021-2022**

Estimated Additional Expenses	
2 Uniform Scrub Sets	\$60.00
1 Clinic Shoes	\$40.00
1 Safety Glasses with side shields	\$10.00
1 Blood pressure cuff/stethoscope	\$50.00
CASTLEBRANCH Corporation/Drug Screening	\$85.00
Background Check and Fingerprinting	\$50.00
Physical / Immunizations <i>*cost may vary</i>	\$50.00*
CPR	\$55.00
Health Sciences Orientation Courses **(required for program)	\$102.00
HESI Exit Exam	\$56.00
Graduation Pin	\$75.00
Dental Assisting National Board	\$450.00
 TOTAL Estimated Additional Expenses:	 \$1,093.00

Tuition:

In State:

College Credit	\$98.75
PSAV	\$87.87

Out of State:

College Credit	\$359.71
PSAV	\$339.62

Fees are subject to change by the Florida Legislature and the District Board of Trustees.
Consult with the current GCSC General Catalog



**Application Deadline
is June 3, 2022**

**DENTAL ASSISTING PROGRAM
ADMISSIONS PROCESS GUIDE**

IMPORTANT: *All items must be received and posted to the student's computer record prior to the application deadline or the application will be considered incomplete.*

THE DENTAL ASSISTING PROGRAM APPLICANT (STUDENT) MUST COMPLETE/SUBMIT THE FOLLOWING:

- Apply for general admission to Gulf Coast State College (IF NOT CURRENTLY ENROLLED)**
Call 850.872.3892 or visit GCSC Enrollment Services to receive information regarding the college admissions process. There is an application fee and applications are available online at:
<http://www.gulfcoast.edu/admissions/default.htm>.
When completing the GCSC application, please select the major code for Dental Assisting (DEAS-VC).

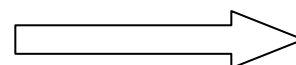
- Provide Official High School Transcripts (or GED) to the Enrollment Services office.**

- Provide all Official College/University Transcripts to the Enrollment Services office for evaluation.**
An **official** transcript is a transcript that is sent **directly** from the granting school/institution to Enrollment Services at Gulf Coast State College. Transcripts that have been in the student's possession (regardless of whether they are "sealed," stamped, or in a sealed envelope) are not considered official and will not be accepted. Transcripts must be submitted from ALL post-secondary educational colleges or universities attended and must display all periods of enrollment and/or degrees earned. **The applicant is responsible for ensuring that all college transcripts are evaluated prior to the application deadline.** Candidates will receive ranking points based on cumulative GPA of all post-secondary coursework and general education requirements.

- Demonstrate 10th grade competency level in Math/Algebra, Reading, and Language.**
Students are **required** to take and demonstrate a minimum of a 10th grade level in Math, Reading, and Language. Please refer to the *Minimum Placement Test Requirement Form* in this packet for additional information. Students **must** demonstrate competency using **one** of the following quantitative methods:

Subject	PERT	ACT	SAT	College Course
Reading	≥87	≥18	Old: ≥440 (Verbal) New: ≥24	REA 0019 or higher with Grade of "C" or higher
Language	≥93	≥17		ENC 0022 or higher with Grade of "C" or higher
Math	≥66	≥19 (Math)	Old: ≥440 (Math) New: ≥24	MAT 0012 or higher with Grade of "C" or higher

Checklist continued on back of this sheet



If the applicant wishes to use test scores to demonstrate competency for any of the quantitative methods and the test was not administered at Gulf Coast State College, the applicant must have an OFFICIAL score report sent to the GCSC testing office. **The applicant is responsible for ensuring that the scores are received and posted to their GCSC computer record prior to the application deadline.** Please consult the Placement Testing Schedule at www.gulfcoast.edu/students/testing_center/cpt.htm or call 850.769.1551 Ext. 3533/3856 for additional information.

Candidates will also receive ranking points based on submitted test scores. Therefore, it is advantageous to submit the highest test scores achieved.

****NOTE:** Students with an $\leq 10^{\text{th}}$ grade level or higher competency are still encouraged to apply for the program. The student must demonstrate a 10^{th} grade level competency in Math, Reading, and Language before completing the program in order to receive a certificate.*

Application to the Dental Assisting Program (Submit the following forms) to the Health Sciences Division, Room 200:

1. Application Form
2. Technical Standards Form
3. Placement Test Requirement Form

THE FOLLOWING ITEMS ARE NOT REQUIRED:

HOWEVER, ADDITIONAL ENHANCEMENT POINTS WILL BE AWARDED TO APPLICANTS WHO SUBMIT:

Brief Essay titled “Why I want to be a Dental Assistant”- This essay should be one (1) page in length and preferably typed (12 font) describing what your career intentions are and why you are interested in becoming a dental assistant.

General Education Courses - not required for the dental assisting program, but could be substituted for courses that are required:

- BSC 2085 & BSC 2085L (equivalent to DES 1404)
- MCB 2004 (equivalent to DEA 0133)
- SPC 1608 (equivalent to DES 1320)
- HUN 1201 (equivalent to DEA 0132)

Previous dental assisting experience - documented with a letter of verification from employer(s) on the employer(s) letterhead.

Letters of Recommendation (no more than two) - from dental health care provider(s), previous employer(s), or teacher(s)/instructor(s)

Postsecondary certificate/degrees achieved (i.e. AA, AS, AAS, BS, BA, MA or MS) - documented on official transcript(s)

DEADLINE TO SUBMIT APPLICATION AND ASSOCIATED DOCUMENTATION IS JUNE 3, 2022

After provisional acceptance, students are **REQUIRED** to complete:

(Specific information regarding requirements will be provided to you upon acceptance.)

- A. **Satisfactory fingerprint/criminal background check** - Gulf Coast State College utilizes CastleBranch Corporation for this service, as well as tracking compliance with immunizations and other program requirements. Criminal background checks performed through other agencies will not be accepted.
- B. **Physical & Drug Screening** - forms will be provided
- C. **Health Sciences Division Report of Immunization History to include:**
 - ◆ Hepatitis B vaccine series (or declination waiver)
 - ◆ PPD Mantoux/TB Test: Annually (**May require chest radiograph if previously tested positive**)
 - ◆ MMR
 - ◆ Tetanus (every 10 years)
- D. **Cardiopulmonary Resuscitation (CPR certification) for HEALTH CARE PROVIDERS**
 - ◆ American Heart Association BLS Provider course.
No other CPR course will be accepted.
- E. ***Attend IPE: Healthcare and Public Safety (formerly known as Health Sciences Orientation) to include the following lectures:**
 - Prevention of Medical Errors
 - Domestic Violence
 - HIV/AIDS
 - HIPAA
 - Infection Control
 - Interprofessional Education (IPE)
 - Human Trafficking
 - TB Mask Fit

Only application folders that are current and complete will be considered for selection.

Materials from previous application attempts will not be “rolled over” to a new application year.

It is the applicant’s responsibility to make sure his/her application folder is complete prior to the deadline.

Late applications will only be considered if a sufficient pool of qualified applicants does not exist.

Please contact us if you have any further questions:

Laurie Womble, CDA, BHS
Coordinator of Dental Assisting
Gulf Coast State College
G. Tapper Health Sciences Bldg. Room 108
Email: lwomble@gulfcoast.edu
Office: 850.769.1551, ext. 5842
Fax: 850.747.3246

Adam Carlini, BA
Academic Program Specialist, Health Sciences
Gulf Coast State College
G. Tapper Health Sciences Bldg. Room 200
Email: ucarlini@gulfcoast.edu
Office: 850.913.3311

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit:

www.gulfcoast.edu/ge/deas

Gulf Coast State College is an equal access, equal opportunity institution which does not discriminate against any person in its programs, activities, policies, or procedures on the basis of race, ethnicity, color, national origin, marital status, religion, age, gender, sex, pregnancy, sexual orientation, gender identity, genetic information, disability, or veteran status.

All questions or inquiries regarding compliance with laws relating to non-discrimination and all complaints regarding sexual misconduct or discrimination may be directed to the Executive Director of Human Resources / Title II / 504 / Title IX Coordinator and Employment Equity Officer, Gulf Coast State College, 5230 W. U.S. Highway 98, Panama City, FL 32401; 850.872.3866.

GULF COAST STATE COLLEGE - HEALTH SCIENCES DIVISION

APPLICATION FOR PROGRAM ADMISSION

5230 West U.S. Highway 98
Panama City, FL 32401-1058
(850) 872-3827 or (850) 913-3311
Fax: (850) 747-3246

Application Deadline is
June 3, 2022

DENTAL ASSISTING PROGRAM 2022

Answer ALL Questions: Please TYPE or PRINT – (Please submit form as soon as possible)

Name: _____
First
Middle
Last
Maiden Name

Mandatory GCSC Student ID #: **A0** _____ Male Female

Home Address: _____
Street & Number
City
State
Zip
County

Permanent or Mailing Address (If different from above): _____

E-Mail: _____ Home Phone: () _____

Business Phone: () _____ Cell Phone: () _____

EDUCATION

OFFICIAL TRANSCRIPT(s) must be received by the Office of Admissions & Records.
ALL schools and colleges attended must be listed for the application to be complete. Use additional sheets if necessary.

Name of School	Location of School	From (Month/ Year)	To (Month/ Year)	Did you Receive Diploma, Degree, or Certificate?	What was your Major / Minor?
High School or GED:					
Vocational / Other Technical Program					
College or University:					
College or University:					

LICENSES AND CERTIFICATIONS

Type	Issued by Which State or Agency?	License / Cert. Number	Date Issued/Expired



DENTAL ASSISTING PROGRAM – TECHNICAL STANDARDS

A dental auxiliary is a health care professional whose primary responsibility is to work with the dentist in the office and perform duties delegated by the dentist. In addition to the duties of the profession, the dental auxiliary must always be aware of the patient's condition and needs and be able to interact appropriately.

TECHNICAL STANDARD	DEFINITION	EXAMPLES OF NECESSARY ACTIVITIES (Not All Inclusive)
Cognitive Qualifications	Sufficient Reading, Language and Math Skills; intellectual and emotional functions necessary to plan and implement dental care for individuals	<ul style="list-style-type: none"> Ability to comprehend and interpret written material Follow and deliver written and oral direction Prepare dental treatment plans
Critical Thinking	Critical thinking ability sufficient for clinical judgment; synthesize information from written material and apply knowledge to clinical situations	<ul style="list-style-type: none"> Identify cause-effect relationships in clinical situations Develop dental treatment plans Make rapid decisions under pressure Handle multiple priorities in stressful situations Assist with problem solving
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, educational, cultural, and intellectual backgrounds	<ul style="list-style-type: none"> Establish rapport with patients and colleagues Cope effectively with stress Cope with anger/fear/hostility of others in a calm manner Cope with confrontation Demonstrate high degree of patience
Communication	Communication abilities sufficient for interaction with others in verbal and non-verbal form (speech, reading, and writing)	<ul style="list-style-type: none"> Explain treatment procedures Initiate patient education Document and interpret treatment actions and patient responses
Mobility	Physical abilities sufficient to move from room to room, to maneuver in small spaces and to perform procedures necessary for emergency intervention	<ul style="list-style-type: none"> Move around in clinical operatories, workspaces, classrooms, laboratories and other treatment areas Administer cardio-pulmonary resuscitation procedures Remain on one's feet in upright position at a workstation without moving about Climb stairs Remain in seated or standing position for 3-5 hour periods without a break
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective dental care	<ul style="list-style-type: none"> Calibrate and use equipment Position patients Perform repetitive tasks Able to grip Bend at knee and squat. Reach above shoulder level Lift with assistance 150 pounds Exert 20-50 pounds of force (pushing/pulling) Successfully complete a CPR (Healthcare Provider) certification course
Hearing	Normal, corrected or aidable - Auditory ability sufficient to interpret verbal communication from patients and health care team members and to monitor and assess health needs	<ul style="list-style-type: none"> Hear monitor alarms, emergency signals, and cries for help Hear tape recorded transcriptions Hear telephone interactions Hear audible stethoscope signals during blood pressure screenings
Visual	Normal, corrected - Visual acuity sufficient for observation and assessment necessary for patient assessment	<ul style="list-style-type: none"> Observe patient responses Identify and distinguish colors Accurately read mm markings on small dental instruments
Tactile	Tactile ability sufficient for gross and fine motor coordination necessary for delicate manual assessment of oral tissues	<ul style="list-style-type: none"> Perform palpation, functions of physical examination and/or those related to therapeutic intervention.
Environmental	Ability to tolerate environmental stressors	<ul style="list-style-type: none"> Work with chemicals and detergents Tolerate exposure to fumes and odors Work in areas that are close and crowded <ul style="list-style-type: none"> Tolerate the use and wearing of personal protective equipment such as masks or respirator, goggles, face shields, gloves, gowns, and lead aprons for up to 9 hours per day

I have read the above technical standards. I feel it is within my ability to carry out the duties and qualifications of a Dental Assistant. If I ever have any change in my ability to meet these standards, I will inform the Dental Programs Coordinator without fail.

Signature of Student

Date

DENTAL ASSISTING APPLICANTS

Minimum Placement Test Requirement Form

Per the Florida Department of Education, students must demonstrate a minimum 10th grade competency level in Reading, Language, and Math in order to graduate from the Dental Assisting Program and receive a certificate. Currently, the TABE placement test can be used to satisfy this requirement. If the student has already taken the TABE, PERT, CPT, ACT, or SAT and the scores are current (within 2 years from program application date), the scores may be converted to a 10th grade level by using the table below.

Subject	PERT	ACT	SAT	College Course
Reading	≥87	≥18	≥440 (Verbal) New: ≥24	REA 0019 or higher with grade "C" or higher
Language	≥93	≥17		ENC 0022 or higher with grade "C" or higher
Math	≥66	≥19 (Math)	≥440 (Math) New: ≥24	MAT 0012 or higher with grade of "C" or higher

Students who are exempt from taking the college-entry level examinations are those who have earned college-level credit in English and Mathematics OR have earned PERT, ACT or SAT scores that meet college-level requirements in English, Reading and Mathematics OR who have completed successfully (C or higher) in the highest level developmental course in English, Math or Reading at a FLORIDA institution.

I, _____, understand that minimum (current) passing scores on the placement test (CPT, PERT, ACT, SAT, college course equivalencies) are required to complete the Dental Assisting program. **Students are responsible for remediation and re-testing prior to graduation.**

Student's Signature

Date