

KCTCS Integrated Dental Assisting/Dental Hygiene Program

Thanks for your interest in the Integrated Dental Assisting and Dental Hygiene Programs offered by KCTCS. This program offers a common core curriculum that leads to career tracks in either dental assisting or dental hygiene. This packet contains information that will assist you in completing your program application.

- Information describing the dental assisting and dental hygiene professions.
- Information describing the integrated program.
- Program Curriculums.
- Application checklist and admission application for the programs.
- Dental experience form.
- Application for admission to either Henderson Community College (www.hencc.kctcs.edu) for dental hygiene applicants or to West Kentucky Community and Technical College (www.westkentucky.kctcs.edu) for dental assisting applicants can be obtained online.
- Selective Admission Process for the programs with point preference categories for each program.

Dental Assisting Program:

The Dental Assisting Program prepares the student to function effectively as an integral member of the dental health team and perform chair side assisting and related office and laboratory procedures under the direction and supervision of a dentist. Dental Assisting students will be awarded a diploma from West Kentucky Community and Technical College and will be eligible to take the National Dental Assisting Board Examination leading to national certification as a Certified Dental Assistant. The curriculum includes content areas in general studies, biomedical sciences, dental sciences, clinical sciences, radiography, and clinical experience. The Dental Assisting Program is accredited by the Commission on Dental Accreditation, a specialized accrediting agency of the American Dental Association.

According to the 2008-09 Occupational Outlook Handbook earnings vary by geographic location, employment setting, and years of experience. Dental assistants may be paid on an hourly, daily or salary basis. Benefits vary substantially by practice setting and may be contingent upon full-time employment. In May 2008, the average hourly salary for dental assistants in Kentucky was \$14.65, Indiana \$16.14, Illinois \$15.39 and in Tennessee \$14.37. The national average was \$15.95. The national median salary per hour for a Dental Assisting National Board certified dental assistant is \$18.00 per hour versus \$15.95 for a non-DANB certified dental assistant.

Dental Hygiene Program:

The Dental Hygiene Program prepares the students to function as dental hygienists on a dental auxiliary team under the supervision of a dentist. Dental Hygiene students will be awarded an Associate in Applied Science degree from Henderson Community College and will be eligible to take the National Dental Hygiene Board Examination and state/regional board examinations leading to licensure as a Registered Dental Hygienist. The Dental Hygiene curriculum includes courses in general education and in dental hygiene as required by the Commission on Dental Accreditation. The program provides comprehensive educational experiences through lectures, clinical, and related study in order that students may apply scientific knowledge in the performance of dental hygiene procedures.

According to the 2008-09 Occupational Outlook Handbook earnings vary by geographic location, employment setting, and years of experience. Dental hygienists may be paid on an hourly, daily, salary, or commission basis. Benefits vary substantially by practice setting and may be contingent upon full-time employment. In 2007 the average hourly salary for hygienists in Kentucky was \$26.23, in Indiana \$30.28, in Illinois \$29.52 and in Tennessee \$26.55. The national average was reported to be \$31.21 per hour.

Program Highlights:

The Integrated Dental Assisting and Dental Hygiene Program offers a common core curriculum that leads to career tracks in either dental assisting or dental hygiene. This program involves innovative approaches to educating and training students in dental assisting and dental hygiene. The integrated approach features many new concepts in the delivery of education while still retaining the ideals of quality education.

This approach involves delivery of instruction in the integrated dental assisting/dental hygiene program to students at three different sites located throughout Western Kentucky. Students at all sites receive an equally well-rounded education in their chosen career track. This is accomplished through the use of:

- Distance Learning. Instructors are able to provide educational materials to students by way of Interactive Television (ITV), internet and email. Lectures and demonstrations can be sent to each site, giving students the opportunity to learn with their onsite classmates as well as with the offsite students in the program. Laboratory and clinical components of each course are provided onsite.
- Combined learning experiences for dental assisting and dental hygiene students in seven common core courses. These seven courses have been identified as being so similar in nature that they are integrated into either program during the specified semester.
 - DAH 101 Infection Control and Medical Emergencies
 - DAH 121 Dental Sciences
 - DAH 135 Oral Radiology
 - DAH 224 Materials in Dentistry
 - DAH 111 Preventive Dentistry
 - DAH 131 Oral Pathology
 - DAH 235 Practice Management
- Fewer numbers of students at each site provides individualized instruction for students.
 - Elizabethtown Community and Technical College accepts *4 dental hygiene students* per year and *4 dental assisting students* per year.
 - Henderson Community College accepts *4 dental hygiene students* per year and *4 dental assisting* students per year.
 - West Kentucky Community and Technical College accepts *4 dental hygiene students* per year and *10 dental assisting students* per year.
- Dental professionals in each community are utilized as adjunct onsite faculty to provide students laboratory/clinical experiences in various areas of dental treatment delivery.

Selection Process for Dental Assisting and Dental Hygiene Programs:

Admission to the programs is accomplished through a selective admission process. The selection committee determines academic eligibility and ranks the applicants based upon the following criteria:

- ACT or equivalent average on COMPASS sections (DH - Reading, Writing, Algebra) (DA - Reading, Writing, Algebra)
- Cumulative GPA in 12 or more college credit hours of all postsecondary education with a 3.0 or higher - *dental hygiene applicants only*.
- Cumulative GPA in 10 or more college credit hours of all postsecondary education with a 3.0 or higher - *dental assisting applicants only*.
- Curriculum GPA of approved dental hygiene courses in 12 or more credit hours with a 3.0 or higher - *dental hygiene applicants only*.
- Completion of the following courses will gain preference points in the selection process:
 - Dental Assisting: BIO 135 OR BIO 130 OR BIO 137 and 139 AND computer literacy and 3 credit hours from Writing, Oral Communications, Heritage or Humanities all with a grade of C or better.
 - Dental Hygiene: ENG 101, BIO 137, BIO 139, and BIO 225 OR BIO 227 with a grade of C or better.

Dental Assisting Curriculum/Sequence

Pre-requisites:

Course Number	Course Title/Area	Credit Hours
BIO 135	Basic Anatomy and Physiology with Laboratory	4
	OR	
BIO 130	Aspects of Human Biology	3
	OR	
BIO 137	Human Anatomy and Physiology I	4
	AND	
BIO 139	Human Anatomy and Physiology II	4
		Total 3-8

Summer Term:

	Computer Literacy Course	0-3
	One course from Writing, Oral Communications, Heritage or Humanities	3
		Total 3-6

Fall Term:

Course Number	Course Title/Area	Credit Hours
DAH 101	Infection Control and Medical Emergencies	2
DAH 121	Dental Sciences	3
DAH 135	Oral Radiology	2
DAH 224	Materials in Dentistry	2
DAS 120	Dental Assisting I	5
		Total 14

Spring Term:

Course Number	Course Title/Area	Credit Hours
DAH 111	Preventive Dentistry	2
DAH 131	Oral Pathology	3
DAH 235	Practice Management	1
DAS 220	Dental Assisting II	6
DAS 251	Clinical Externship I	4
		Total 16

Summer Term - Second Year:

Course Number	Course Title/Area	Credit Hours
DAS 261	Clinical Externship II	2
		Total 2

Total Credits 38-46

It is the ultimate responsibility of the student to stay current with the curriculum requirements.

Dental Hygiene Curriculum Sequence

Pre-requisites:

Course Number	Course Title/Area	Credit Hours
ENG 101	Writing I	3
BIO 137	Human Anatomy and Physiology I	4
		Total 7

First Year - Fall Term:

Course Number	Course Title/Area	Credit Hours
ENG 102	Writing II	3
BIO 139	Human Anatomy and Physiology II	4
DAH 101	Infection Control and Medical Emergencies	2
DAH 121	Dental Sciences	3
DAH 135	Oral Radiology	2
DHG 120	Pre-Clinical Dental Hygiene	3
		Total 17

First Year - Spring Term:

Course Number	Course Title/Area	Credit Hours
BIO 225 OR BIO 227	Medical Microbiology with Lab or Principles of Microbiology with lab	4-5
DAH 111	Preventive Dentistry	2
DAH 131	Oral Pathology	3
DHG 130	Clinical Dental Hygiene I	2
DHG 132	Pharmacology	2
DHG 136	Periodontology	1
		Total 14-15

Second Year - Summer Term:

Course Number	Course Title/Area	Credit Hours
	Oral Communications	3
	Computer Literacy	0-3
NFS 101	Human Nutrition and Wellness	3
		Total 6-9

Second Year - Fall Term:

Course Number	Course Title/Area	Credit Hours
PY 110	General Psychology	3
MT 110 or MT 150	Applied Mathematics OR College Algebra	3
DAH 224	Materials in Dentistry	2
DHG 220	Clinical Dental Hygiene II	4
DHG 226	Advanced Periodontology	2
		Total 14

Second Year - Spring Term:

Course Number	Course Title/Area	Credit Hours
	Heritage OR Humanities	3
SOC 101	Introductory Sociology	3
DAH 235	Practice Management	1
DHG 221	Local Anesthesia and Nitrous Oxide Sedation	2
DHG 230	Clinical Dental Hygiene III	3
DHG 238	Community Dental Health Issues	2
		Total 14

Total Credits 72-76

It is the ultimate responsibility of the student to stay current with the curriculum requirements.

Dental Assisting Program Application Checklist

Each of the following steps must be completed before application will be reviewed.

Application Deadline is March 1st. If application is not received by the deadline date it will not be considered for admission.

Submit the following to the Dental Assisting Admissions Office:

- _____ Application for Admission to West Kentucky Community and Technical College
- _____ Official High School transcript/GED
- _____ Official College Transcripts of all Colleges Attended (other than KCTCS institutions)
- _____ ACT or Compass Scores (Compass scores must include three sections: Reading, Writing, and Algebra)

Mail to: West Kentucky Community and Technical College
Dental Assisting Admissions ATTN: Pam Paxton
P.O. Box 7380
Paducah, KY 42002-7380

Submit the following to the Dental Assisting Program as ONE packet:

- _____ WKCTC Dental Assisting Program Application - if not previously submitted at the Pre-admission Conference
- _____ Obtain Verification of Pre-Admission Conference Attendance (on Application) from Site Coordinator - Pre-Admission Conferences are scheduled the 3rd Wednesday of each month from September - February (excluding December). Contact site for specific dates/locations/time or visit the site college website at www.westkentucky.kctcs.edu
- _____ Dental Office Experience Form

Mail to: West Kentucky Community and Technical College
Dental Assisting Admissions ATTN: Pam Paxton
P.O. Box 7380
Paducah, KY 42002-7380

If you have questions regarding your application or the application process, please do not hesitate to contact:

Darlene Daniel, RDH, MS
Dental Assisting Program Coordinator
270-534-3358
Or email: darlene.daniel@kctcs.edu

OR

Carrie Day, CDA, MS
WKCTC Administrative Assistant
270-534-3412
or email: carrie.day@kctcs.edu

Lois Cousins, RDH, M.Ed
ECTC Site Coordinator
270-706-8567
Or email: lchandlercousin0001@kctcs.edu

OR

Donna Hester
ECTC Administrative Assistant
270-706-8568
or email: donna.hester@kctcs.edu

Kim Dean, RDH, MS
Dental Hygiene Program Coordinator
270-831-9707
Or email: kim.dean@kctcs.edu

OR

Ruth Grossman
HCC Administrative Assistant
270-831-9708
or email: ruth.grossman@kctcs.edu

WKCTC Dental Assisting Program Application

Application deadline is March 1. Applications will not be considered if received after the deadline.

Name:	Last	First	MI	E-mail:
Address:				EMPL # (if you are currently attending a KCTCS school) OR SS#
City/Zip:				Please check the box next to the site that you wish to attend. If you choose more than one site, number them in order of preference (1 = first; 2 = second; 3 = third)
Home phone(with area code):				<input type="checkbox"/> Elizabethtown Community and Technical College (ECTC)
Cell phone (with area code):				<input type="checkbox"/> Henderson Community College (HCC)
Work phone (with area code):				<input type="checkbox"/> West Kentucky Community and Technical College (WKCTC)

Education: It is your responsibility to provide official transcripts (high school and college) to the dental assisting admissions office at WKCTC. If you have attended a KCTCS institution, you do not have to provide transcripts for those institutions as we have access to your KCTCS transcripts in PeopleSoft.

Names of Schools Attended/Currently Enrolled In	Years Attended	Graduation Date
High School/GED:		
Colleges:		

Test Scores: ACT or Compass scores in Reading, Writing and Algebra (average of 3 areas)
(Must be verifiable)

ACT COMP SCORE (minimum 18 for points)	Compass: (must be verifiable) Reading: _____ (minimum score of 81 required) Writing: _____ (minimum score of 70 required) Algebra: _____ (minimum score of 30 required)
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Program Coursework Completed: If completed at schools other than KCTCS schools, transfer of evaluation must be on file at WKCTC admissions office. All grades listed must be verifiable.

Course	Grade Earned	Semester Completed
Writing/Assessing Information OR		
Oral Communications OR		
Humanities OR Heritage		
BIO 130 - Aspects of Human Biology OR		
BIO 135 - Basic Anatomy and Physiology with Lab OR		
BIO 137 - Anatomy & Physiology I AND		
BIO 139 - Anatomy & Physiology II		

Please tell us why you desire to enter this program:

Signature: _____ Date: _____

Pre-admission Conference Date Attended: _____

Verification Site Coordinator of Preadmission Conference Attendance: _____

Attach Dental Office Experience Form to the Program Application. Make copies of all forms for your files.

It is the responsibility of the applicant to insure that the application is complete and that all information has been received. All information must be included for your application to be complete. Any missing information will result in your application not being considered for admission. YOU must contact the program if you want to check that your application has been received and is complete at 270-534-3478 or email pam.paxton@kctcs.edu

Mail Completed Application to: West Kentucky Community and Technical College
 Dental Assisting Admissions ATTN: Pam Paxton
 P.O. Box 7380
 Paducah, KY 42002-7380

Please DO NOT send partial applications - Send all application materials at one time.

Dental Hygiene Program Application Checklist

Each of the following steps must be completed before application will be reviewed.

Application Deadline is March 1st. If application is not received by the deadline date it will not be considered for admission.

Submit the following to the HCC Admissions Office:

- _____ Application for Admission to Henderson Community College
- _____ Official College Transcripts of all Colleges Attended (other than KCTCS institutions)
- _____ ACT or Compass Scores (Compass scores must include three sections: Reading, Writing, Algebra)

Mail to: Henderson Community College
Admissions Office
2660 South Green Street
Henderson, KY 42420

Submit the following to the Dental Hygiene Program as ONE packet:

- _____ HCC Dental Hygiene Program Application
- _____ Dental Office Experience Form
- _____ Obtain Verification of Pre-Admission Conference Attendance on Application from Site Coordinator - Pre-Admission Conferences are scheduled the 3rd Wednesday of each month from September - February (excluding December). Contact site for specific dates/locations/time or visit site college website www.hencc.kctcs.edu

Mail to: Henderson Community College
Dental Hygiene Program
2660 South Green Street
Henderson, KY 42420

If you have questions regarding your application or the application process, please do not hesitate to contact:

Kim Dean, RDH, MS
Dental Hygiene Program Coordinator
270-831-9707
Or email: kim.dean@kctcs.edu

OR

Ruth Grossman
HCC Administrative Assistant
270-831-9708
or email: ruth.grossman@kctcs.edu

Lois Cousins, RDH, M.Ed
ECTC Site Coordinator
270-706-8567
Or email: lchandlercousin0001@kctcs.edu

OR

Donna Hester
ECTC Administrative Assistant
270-706-8568
or email: donna.hester@kctcs.edu

Darlene Daniel, RDH, MS
Dental Assisting Program Coordinator
270-534-3358
Or email: darlene.daniel@kctcs.edu

OR

Carrie Day, CDA, MS
WKCTC Administrative Assistant
270-534-3412
or email: carrie.day@kctcs.edu

HCC Dental Hygiene Program Application

Application deadline is March 1. Applications will not be considered if received after the deadline.

Name: Last	First	MI	E-mail:
Address:			EMPL # (if you are currently attending a KCTCS school) OR SS#
City/Zip:			Please check the box next to the site that you wish to attend. If you choose more than one site, number them in order of preference (1 = first; 2 = second; 3 = third)
Home phone(with area code):			<input type="checkbox"/> Elizabethtown Community and Technical College (ECTC)
Cell phone (with area code):			<input type="checkbox"/> Henderson Community College (HCC)
Work phone (with area code):			<input type="checkbox"/> West Kentucky Community and Technical College (WKCTC)

Education: It is your responsibility to provide official transcripts of all college work completed to the admissions office at HCC. If you have attended a KCTCS institution, you do not have to provide transcripts for those institutions as we have access to your KCTCS transcripts in PeopleSoft.

Names of Schools Attended/Currently Enrolled In	Years Attended	Graduation Date
High School/GED:		
Colleges:		

Test Scores: ACT or Compass scores in Reading, Writing and Algebra (average of three scores)

Must be verifiable.

ACT COMP SCORE: (minimum score of 20 for points)	Compass: Reading: _____ (minimum score of 81 required) Writing: _____ (minimum score of 70 required) Algebra: _____ (minimum score of 30 required)
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Are you a graduate of a KCTCS Dental Assisting Program? _____ Yes _____ No

If yes, what program and year did you graduate: _____

Program Coursework Completed: If completed at schools other than KCTCS schools, transfer of evaluation must be on file at HCC admissions office. All grades listed must be verifiable.

Course	Grade Earned	Semester Completed
ENG 101 - Writing I		
BIO 137 - Human Anatomy and Physiology I		
ENG 102 - Writing II		
BIO 139 - Human Anatomy and Physiology II		
BIO 225 OR BIO 227 - Microbiology		
Oral Communications		
Computer Literacy		
NFS 101 - Human Nutrition and Wellness		
PY110 - General Psychology		
MT 110 OR MT 150 - Applied Mathematics or College Alg.		
SOC 101 - Introductory Sociology		
Heritage OR Humanities		

Please tell us why you desire to enter this program:

Signature: _____ Date: _____

Pre-admission Conference Date Attended: _____

Verification Site Coordinator of Preadmission Conference Attendance: _____

Attach Dental Office Experience Form to the Program Application. Make copies of all forms for your files.

It is the responsibility of the applicant to insure that the application is complete and that all information has been received. All information must be included for your application to be complete. Any missing information will result in your application not being considered for admission. YOU must contact the program if you want to check that your application has been received and is complete at 270-831-9708.

Mail Completed Application to: Henderson Community College
 Dental Hygiene Program
 2660 South Green Street
 Henderson, KY 42420

Please DO NOT send partial applications - Send all application materials at one time.

DA/DH Dental Office Experience Form

Applicants to the dental assisting and dental hygiene program must complete a minimum of four hours observation with either a dental assistant, if applying to the dental assisting program, or a dental hygienist, if applying to the dental hygiene program.

Please select a dental office that is convenient to you that employs a dental assistant or dental hygienist, depending upon the program you are applying. Call to request an observation time. Answer the question from the observation experience and have the appropriate person (either dental assistant or dental hygienist) complete the form accordingly.

Please Print:

Applicant's Name: _____

Is the applicant an employee or non-employee: _____ If employee, how long: _____

Type of observation experiences that pertain to the applicant. Please check all that apply.

- | | |
|----------------------------------|--|
| _____ Observed dental procedures | _____ Observed dental hygiene procedures |
| _____ Chairside assisting | _____ Patient education |
| _____ Reception/Secretary | _____ Laboratory procedures |
| _____ Expanded duty assisting | _____ Radiographic procedures |

Other: _____

Number of hours devoted to dental assisting/dental hygiene related work and/or observation:

Hours/Days: _____ Dates observed _____ to _____.

Dental assistant/dental hygienist signature:

Office Name, Dentist, Address and Phone: _____

Comments: _____

The remainder of the form is to be completed by the applicant:

Please answer the following question about your observation experience on the back of this form:

1. What did you learn about the job of a dental assistant/ dental hygienist that you didn't already know?

Dental Hygiene Preference Admission Points

Applicants are awarded points in the following categories. If your GPA or Compass scores fall in between a category, they will NOT be rounded up to the higher points.

ACT	Points	Compass Average	Points	Cum. GPA 12 + hours	Points	Curriculum Hours GPA 12 + hours	Points
30	30	98+	30	4.0	30	4.0	30
29	29	97-95	29	3.95	29	3.95	29
28	28	94-91	28	3.9	28	3.9	28
27	27	90-87	27	3.85	27	3.85	27
26	26	86-83	26	3.8	26	3.8	26
25	25	82-79	25	3.75	25	3.75	25
24	24	78-76	24	3.7	24	3.7	24
23	23	75-72	23	3.65	23	3.65	23
22	22	71-68	22	3.6	22	3.6	22
21	21	67-64	21	3.55	21	3.55	21
20	20	63-62	20	3.5	20	3.5	20
				3.45	19	3.45	19
				3.4	18	3.4	18
				3.35	17	3.35	17
				3.3	16	3.3	16
				3.25	15	3.25	15
				3.2	14	3.2	14
				3.15	13	3.15	13
				3.1	12	3.1	12
				3.05	11	3.05	11
				3.0	10	3.0	10

KY resident/service area:
 Status Points
 Yes 1
 No 0

KCTCS DA Graduate
 Status Points
 Yes 4
 No 0

Total Points Possible = 107

Specific Course Grades:

Courses	Grade	Points
ENG 101	A	3
	B	2
	C	1
BIO 137	A	3
	B	2
	C	1
BIO 139	A	3
	B	2
	C	1
BIO 225 or BIO 227	A	3
	B	2
	C	1

Total Scores
ACT/Compass = _____
Cum. GPA = _____
Curr. GPA = _____
KY resident/area = _____
KCTCS DA Grad = _____
Course Grades = _____
Total = _____

Dental Assisting Preference Admission Points

Applicants are awarded points in the following categories. If your Compass scores or GPA fall in between a category, they will NOT be rounded up to the higher points.

ACT	Points	Compass Average	Points	Cum. GPA 10 + hours	Points
30	30	98+	30	4.0	30
29	29	97-95	29	3.95	29
28	28	94-91	28	3.9	28
27	27	90-87	27	3.85	27
26	26	86-83	26	3.8	26
25	25	82-79	25	3.75	25
24	24	78-76	24	3.7	24
23	23	75-72	23	3.65	23
22	22	71-68	22	3.6	22
21	21	67-64	21	3.55	21
20	20	63-62	20	3.5	20
19	19	61	19	3.45	19
18	18	60	18	3.4	18
				3.35	17
				3.3	16
				3.25	15
				3.2	14
				3.15	13
				3.1	12
				3.05	11
				3.0	10

KY resident/service area:

Status	Points
Yes	1
No	0

Total Points Possible = 77

Specific Course Grades:

Courses	Grade	Points
BIO 130 OR	A	3
	B	2
BIO 135 OR	A	5
	B	3
BIO 137 AND	A	5
	B	3
BIO 139	A	5
	B	3
Computer Literacy	A	3
	B	2
ENG 101 OR	A	3
Oral Communications OR	B	2
Heritage OR Humanities		

Total Scores
ACT/Compass = _____
Cum. GPA = _____
KY resident/area = _____
Course Grades = _____
Total = _____

This program is accredited by the American Dental Association Commission on Dental Accreditation (CODA). Any inquiries or complaints against the Integrated Program can be submitted to the Program Coordinators or college staff. If dissatisfied with the response given by the college, please contact CODA at the following address: CODA, 211 East Chicago Avenue - Suite 1900, Chicago, IL 60611-2678.

KCTCS is an equal opportunity employer and educational institution.

Disclaimer Statement:

Every effort has been made to make this information accurate and current. However, KCTCS policies/procedures are subject to change due to program/curriculum/rules revisions. The program reserves the right to make changes to the information contained in this packet if and when required.