



2024-2025 Advising Guide

Clackamas Community College – Health Sciences Department
Harmony Campus, Harmony East 3rd Floor
Phone: 503-594-6589; Email: healthsciences@clackamas.edu
[Health Sciences Webpage](#)
[Dental Assistant Program Webpage](#)

**Dental Assistant - Clackamas Community College
Harmony Campus, Milwaukie, OR**

In order to be consider for formal program admittance, students must complete a series of requirements prior to the application closing. The Dental Assistant Program accepts 24 students per cohort and classes start in Fall at our Harmony Campus. The purpose of the Advising Guide is to provide prospective students with the necessary information to make an informed decision prior to applying.

Admissions to the program is based on a point-system. Meet with a Health Sciences Program Academic Advisor prior to completing the program application. They will assist you with building an academic plan and ensure you have met all of the eligibility requirements prior to applying.

If you have questions regarding the information, dates and or process below, please contact healthsciences@clackamas.edu.

Application Deadlines and Dates (Application opens on March 1, 2024)

Application Due:	July 1, 2024
Notification of Application Status:	July 20, 2024
Mandatory Orientation for Conditionally Accepted Students:	August 7, 2024: 9:30am-12:30pm

Prior to applying to the Dental Assistant Program, students must demonstrate writing and math competencies. Please reach out to your academic advisor for additional information.

Additional Courses * Note: courses may be taken at any time; however, students must complete in order to earn 1-year certificate in Dental Assisting. It is recommended that you take these courses prior to enrollment in the Dental Assistant Program.

- *PSY-101 Human Relations
- *WR-121Z Composition I OR WR-101 Workplace Writing
- *MTH-050 Technical Math I or MTH-065 Algebra II

Application Point Breakdown

- Essay 1** (see rubric) = **5 points possible**
- Essay 2** (see rubric) = **10 points possible**

Total points possible = 15

Dental Assistant Application Steps

Step 1: Review all information provided on the website before completing this form. Website information link: [Dental Assisting Program](#)

*Website information includes: Advising Guide, FAQ, Schedule, Costs, Supplies, Advising Information

Step 2: Meet with a Health Sciences Program Academic Advisor prior to completing the program application. They will assist you with building an academic plan and ensure you have met all of the eligibility requirements prior to applying.

Website link to schedule appointment: [Advising Appointment](#)

- Tracy Pantano-Rumsey: tracy.pantanorumsey@clackamas.edu
- Phil Reid: philir@clackamas.edu

Step 3: Answer all of the questions on the electronic application, including the two essays questions (see pages 5 and 6 of the Advising Guide for more details) and submit the application form.

[Apply Here](#)

Applications close on July 1st. Applications will be reviewed after the application period has ended. Applicants will be notified of the status of their application by July 20th.

Step 4: Collect your vaccine records (see Advising Guide for detailed list). If accepted, you will bring your vaccine records to the mandatory orientation.

Additional Program Requirements

During the mandatory orientation, students will start the process for completing all non-academic requirements. Please be sure to collect your vaccine records for the below list of immunizations. Bring the immunizations and your BLS/CPR certification with you to orientation.

- Immunizations (MMR, Varicella, Tdap, Hep B, COVID-19)
- Training (BLS/CPR certification through American Heart Association)
- Tuberculosis test
- Criminal Background Check
- Drug Screen

DENTAL ASSISTANT ESSENTIAL FUNCTIONS

To be successful in the Dental Assistant program and become employable, the student must be able to perform essential functions expected of the DA (see list below). Please contact the DA program regarding questions or concerns about these requirements.

Students must have the physical, intellectual and emotional abilities to provide safe patient care; visual acuity, hearing, speech, manual dexterity, physical strength and endurance must be maintained as well. The practice of dental assisting requires the following functional abilities with or without reasonable accommodations:

Essential Function	Example
Visual acuity (clearness of vision)	With or without corrective lenses sufficient to assess patients and their own environments. Detect changes in skin color or condition; collect data from recording equipment and measurement devices used in patient care; detect a fire in a patient area and initiate emergency action; reading and following instructions pertaining to dental materials; ability to perform oral procedures involving fine detail, including the use of indirect field of vision.
Hearing ability	With or without hearing aids to hear a patient's call for help, to auscultate a patient's vital signs, and their own environment. Detect sounds related to bodily functions using a stethoscope; detect audible alarms within the frequency and volume ranges of sounds generated by mechanical systems that monitor bodily functions; gear clearly during telephone conversations; effectively hear to communicate with patients and other healthcare team members.
Olfactory ability (smells)	Detect smoke from burning materials; detect odors from hazardous material spills.
Tactile ability (sense of touch)	Read and record patient vital signs; detect unsafe temperature levels in heat-producing devices used in patient care; perform intra-oral patient care procedures; detect anatomical abnormalities.
Strength and Mobility	Ability to lift 25lbs; prolonged time sitting and/or standing on feet (8-12 hours); repetitive bending and twisting.
Ability to speak, comprehend, read, and write in English	Able to questions the patient about his/her condition; accurately relay information about the patient both verbally and in written communication to others.
Fine motor skills (ability to make movements using the small muscles in your hands or wrists)	Demonstrate eye/hand coordination; safely dispose of needles in sharps containers; manipulate small equipment and small dental instruments; manipulation of dental materials; handling and passing of dental instruments; placement and movement of instruments in oral cavity.
Emotional stability to function effectively under stress	Ability to adapt to changing situations, and to follow through on assigned patient care responsibilities.
Cognitive ability (reasoning and/or thinking)	Ability to collect, analyze, apply information. Ability to make clinical judgments and manage decisions that promote positive patient outcomes.

ADA Accommodations: The Americans with Disabilities Act of 1991 (ADA) mandates that reasonable accommodations must be made for individuals with disabilities. Any student who may need an accommodation for a disability should make an appointment with the Program Director and the [Disability Resource Center](#).

DENTAL ASSISTANT APPLICATION ESSAYS

The Dental Assisting application requires prospective students to answer two essay questions. The applications are “de-identified” prior to reviewing and scoring essays to reduce bias.

Prior to submitting your essays, we recommend you utilize the free [Grammarly](#) online software to check your spelling and grammar.

Essay 1: (250 words or less)

What are your goals for completing the Dental Assistant (DA) program?

Note: We are asking this question because we want to train students who are motivated to become dental assistants and ready to invest the time and effort required to be successful in the DA program.

	CRITERION	RESPONSE EXCEEDS EXPECTATIONS (5 POINTS)	RESPONSE MEETS EXPECTATIONS (4 POINTS)	RESPONSE INDICATES AN OPPORTUNITY TO FOR GROWTH AND REFLECTION (3 POINTS)
Essay 1	Candidates expresses job and/or professional goals for completing the DA program.	Response provides a clear, strong and detailed statement about the candidate's goals for completing the DA program.	Response provides a clear statement of the candidate's goals for completing the DA program.	Response shows an opportunity for the candidate to think deeply about their future job and professional goals.

Essay 2: (250 words or less)

Describe in detail a work or training experience in which you used problem solving or critical thinking skills. What did you learn?

Note: We are asking this question because students in the DA program need to use critical thinking skills to be successful.

	CRITERION	RESPONSE EXCEEDS EXPECTATIONS (5 POINTS)	RESPONSE MEETS EXPECTATIONS (4 POINTS)	RESPONSE INDICATES AN OPPORTUNITY TO FOR GROWTH AND REFLECTION (3 POINTS)
Essay 2	The candidate describes an experience where problem solving/critical thinking skills were used in a work or training experience.	Response provides a clear, strong and detailed statement about a situation when problem solving or critical thinking skills were used in a work or training experience.	Response provides a clear statement about a situation when problem solving or critical thinking skills were used in a work or training experience.	Response shows an opportunity for the candidate to reflect about a time when they used problem solving or critical thinking skills in a work or training experience.
	The candidate is able to recall and write about what they learned from the experience.	Response provides a clear, strong and detailed statement about what they learned from the work or training experience.	Response provides a clear statement about what they learned from the work or training experience.	Response shows an opportunity for the candidate to reflect about what they learned from the work of training experience.

Program Contacts

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