

**Information Handbook for
Advisees and Prospective Students**



Doña Ana Community College

Updated February 2025



Students interested in the Dental Hygiene Program are encouraged to

- Schedule an appointment with an academic advisor first. The pre-dental academic advisor is Mr. Marty Brooks (575) 528-7272 and the contact information can be found by visiting <https://dacc.nmsu.edu/advising/who-is-my-advisor.html>
- If students have questions specific to dental hygiene, and are getting ready to apply to the program, students are encouraged to:
 - Visit the [dental programs' website](#)
 - Attend a dental hygiene advisement session before applying
 - Schedule an appointment to speak with a dental hygiene Advisor.
 - Read this handbook to get a better understanding of the process

Disclaimer: Although every effort is made to keep this handbook up to date, it is the student's responsibility to check with the program faculty to make sure the information is up to date. Please contact the program at dentalprogramsadmissions@dacc.nmsu.edu if you have any questions.

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NON-DISCRIMINATION STATEMENT

The Dental Hygiene Program and Doña Ana Community College are fully committed to the principles and practice of equal employment and educational opportunities. Accordingly, Doña Ana Community College does not practice, nor condone, discrimination in any form, against students, employees, or applicants on the grounds of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, serious medical condition, sex, sexual orientation, spousal affiliation or protected veteran status as outlined in federal and state anti-discrimination statutes.

Doña Ana Community College commits itself to positive action to secure equal opportunity (See NMSU Regents Policy Manual and Administrative Rules and Procedures (ARP) at 3.25)

- A. Notice of Non-Discrimination: New Mexico State University (NMSU), including DACC, is dedicated to providing equal opportunities in employment and learning environments.
1. NMSU does not discriminate based on age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex (including pregnancy), sexual orientation, spousal affiliation or protected veteran status in its programs and activities as required by equal opportunity/affirmative action regulations and laws and university policy and rules.
 2. NMSU has designated the Office for Institutional Equity (OIE) to ensure compliance with Title IX and other state and federal laws addressing sexual and gender-based harassment, including sexual assault, sexual exploitation, sexual intimidation, intimate partner abuse, stalking, and other forms of sexual violence based on sex, gender, sexual orientation, or gender identity.
 3. NMSU recognizes that individuals with disabilities are entitled to access, support, and, when appropriate, reasonable accommodation. NMSU OIE is also assigned to coordinate compliance with Section 504 and other state and federal laws that prohibit discrimination based on disability in admission, treatment, and/or access to its programs and activities.
 4. Inquiries regarding equal opportunity, affirmative action, Title IX, and/or Section 504 should be directed to:

NMSU Office of Institutional Equity
Office: (575) 646-3635
TTY: (575) 646-7802
equity@nmsu.edu

5. Complaints of discrimination, harassment, sexual violence, and retaliation may be directed to the Office of Institutional Equity at equity@nmsu.edu. Complaints may also be filed with the Department of Education Office for Civil Rights, Equal Employment Opportunity Commission, and/or New Mexico Human Rights.

DACC MISSION STATEMENT

Mission Statement

DACC is a responsive and accessible learning-centered community college that provides educational opportunities to a diverse community of learners in support of workforce and economic development.

Vision Statement

DACC will be a premier learning college that is grounded in academic excellence and committed to fostering lifelong learning and active, responsible citizenship within the community

DOÑA ANA COMMUNITY COLLEGE

Value Statements

As a learning-centered community college, DACC is committed to the following core values:

Education that —

- *offers lifelong learning opportunities*
- *fosters dynamic learning environments designed to meet the needs of our students*
- *guarantees equality of rights and access*
- *ensures integrity and honesty in the learning process*
- *provides comprehensive assessment*

of learning Students who will be —

- *respected for their diversity*
- *provided with a safe and supportive learning environment*
- *challenged to become critical and independent thinkers*
- *expected to take an active role in their*

learning process Leaders and employees who—

- *practice transparency and inclusiveness in decision-making through shared governance and with external stakeholders*
- *encourage and support professional growth*
- *demonstrate high ethical standards and integrity*
- *encourage collaborative interaction among faculty and staff*

- *practice responsible fiscal management and personal accountability*
- *ensure equal opportunities for a diverse faculty and staff Communities that —*
- *build partnerships, including educational alliances*
- *strengthen industry partnerships to provide workforce development services and programs in support of economic development*
- *develop and adapt instructional programs in response to changing educational needs*

History of Program: DACC accepted its first Dental Hygiene class in 2007. DACC has been a major contributor to the training of hygienists working in Doña Ana and surrounding counties in Southern New Mexico, as well as in dental offices around the US. The Program has a dedicated faculty with many years of experience working together to train and graduate competent hygienists.

Dental Hygiene Program Mission Statement

Mission Statement

The Program is committed to creating an educational environment that will foster the development of learning as a life-long process, providing students with the cognitive knowledge, psychomotor skills, and overall framework of affective values to provide dental hygiene care for a diverse, dynamic population.

Vision

The Program will develop and implement a premier educational program incorporating creative, scholarly activity, outstanding service, and continuing professional development for students, faculty, staff, and the community we serve.

Goals

(See the page below for the program's goals and objectives)

Program Goals	Learning Outcomes for Teaching	Learning Outcomes for Patient Care	Learning Outcomes Related to Research	Learning Outcomes Related to Service
Goal 1: Effectively communicate with individuals and groups from diverse populations verbally, non-verbally and in writing.	LO 1.1-A: The student will provide accurate, consistent and complete documentation for assessment, diagnosis, planning, implementation and evaluation of dental hygiene services.	LO 1.1-B: The student will respect the goals, values, beliefs and preferences of clients while promoting optimal oral and general health.	LO 1.1-C: The student will work effectively as a team member, and take a leadership role in encouraging interdisciplinary health care.	LO 1.1-D: The student will consult with professional colleagues using appropriate medical/dental terminology.
Goal 2: Use computers, and other resources to locate information related to the practice of dental hygiene and to present information to others.	LO 1.2-A: The student will utilize appropriate computational skills to help perform dental hygiene services.	LO 1.2-B: The student will present educational information to clients and professional colleagues utilizing a variety of appropriate audio-visual aids and technology.	LO 1.2-C: The student will demonstrate skill in using computers, written and graphic resources to research evidence-based, health related information.	LO 1.2-D: The student will participate in community events and maintain a link to providing services to all groups of diverse individuals.
Goal 3: Apply ethical standards of conduct to personal life professional roles and assuming responsibility for self-assessment and lifelong learning.	LO 2.3-A: The student will apply ethical principles as outlined in the professional code of ethics of the American Dental Hygienists Association to his/her personal life and to the practice of dental hygiene.	LO 2.3-B: The student will provide the highest ethical services to all patients.	LO 2.3-C: The student will develop multiple strategies to continue his/her education, to stay current with contemporary practices and to further personal and professional development.	LO 2.3-D: The student will identify ethical community service projects and will continually work to improve the overall health of the community.
Goal 4: Promote patient health and wellness using critical thinking and problem solving in the provision of evidence-based practice.	LO 3.4-A: The student will critically analyze research and apply it to dental hygiene practice.	LO 3.4-B: The student will use critical thinking, problem-solving, and ethical decision-making in the assessment, diagnosis, planning, implementation and evaluation of dental hygiene services.	LO 3.4-C: The student will critically analyze research and apply it to dental hygiene practice.	LO 3.4-D: The student will recognize emergency situations and respond effectively.
Goal 5: Provide relevant, individualized, quality education, preventive strategies and therapeutic services that will enhance both oral and systemic health.	LO 4.5-A: The student will provide care to all patients using an individualized approach that is humane, empathetic and caring and ensures the confidentiality of client information.	LO 4.5-B: The student will differentiate between normal and non-normal structures of the head, neck, and oral cavity.	LO 4.5-C: The student will assume responsibility for dental hygiene actions and care based on accepted scientific theories and research as well as the accepted standard of care.	LO 4.5-D: The student will consult with other professionals as needed to help ensure healthcare is comprehensive.
Goal 6: Promote the prevention of diseases and conditions affecting oral and general health.	LO 4.6-A: The student will develop an understanding of civic responsibility by participating with instructor in local and state dental hygiene events.	LO 4.6-B: Students will stay abreast of advances in dental hygiene and ethically incorporate appropriate technology for the health and well-being of patients.	LO 4.6-C: The student will support and recognize current research and communicate with other professionals for the best overall health outcome for patients.	LO 4.6-D: The student will work with individuals and communities to improve oral and general health.

ADMISSIONS PROCESS

General Information: The Dental Hygiene Program is a 5-semester program (Fall, Spring, Summer, Fall, and Spring). All classes begin in the Fall Semester and are taught Monday through Friday. Dental hygiene classes are taught on a hybrid modality with some exceptions; labs and clinics are taught in person as scheduled during the week. Occasional clinical assignments may occur evenings or weekends.

Students graduate in May of their final year and receive an Associate of Applied Sciences Degree.

This is a limited-entry program. Successful candidates generally have a GPA of 3.0 or higher in both, pre-requisite and science-required coursework. **All science courses must be completed within 5 years before admission to the program.**

Faculty to student ratio in the clinical setting is 1-to-5 as determined by the Commission on Dental Accreditation (CODA).

Prerequisites Required Before Entering the Program:

General education and related classes are required before applying to the Dental Hygiene Program and are identical to those offered at New Mexico State University Las Cruces (main) Campus (29 credits):

Course List		
Code	Title	Credits
ENGL 1110G	Rhetoric and Composition ¹	4
MATH 1220G	Intermediate Algebra (OR higher-level math) ¹	3
BIOL 2210	Human Anatomy and Physiology I ¹	4
BIOL 2225	Human Anatomy and Physiology II ¹	4
CHEM 1120G	Principles and Applications of Chemistry ¹	4
CHEM 2120	Chemistry for the Allied Health Sciences ¹	3
BIOL 2310 & 2310 L	Introductory Microbiology and Introductory Microbiology Laboratory ¹	4

PSY 1110G	Introduction to Psychology	3
SOC 1110G	Introduction to Sociology	3
COMM 1115G or COMM 1130G	Public Speaking Principles of Human Communication	3
NUTR 2110	Human Nutrition ¹	3
Total Credits		38

Applicants should refer to the most current [DACC College Catalog](#) for further details regarding Admissions, descriptions of each course, prerequisites, and co-requisites.

Applicants must have satisfactorily completed all prerequisites with a C or better before applying or the spring semester in which they apply to the program. Admission will not be granted until all coursework has been verified completed according to program guidelines.

BE ADVISED: Prerequisite courses and science courses may be attempted only twice to satisfy prerequisite requirements for DACC Dental Hygiene.

APPLICATION PROCESS

The following steps are important to follow in the application process:

Phase A

Application is open to apply from January 1- March 15 by 5pm of the current year for August Program Start Date.

All applicants must complete all steps below:

Completed application and all documents required must be received by March 15 @ 5 pm.

- 1) Admission to Doña Ana Community College (DACC). [You can apply to DACC Here](#). Students must be admitted to DACC before applying to dental hygiene and the start of dental hygiene coursework.
 - i) **Note:** Admission to NMSU or DACC does not guarantee admission to the Dental Hygiene Program.
- 2) Submit Application to the Dental Hygiene Program no later than March 15 by 5 pm.
 - i) Incomplete and or late applications will not be considered.
 - ii) The application can be found online on the dental

hygiene website

<https://dacc.nmsu.edu/academics/programs/dental-programs/>

- 3) Completion of all required pre-requisites are needed before applying to the Dental Hygiene Program. If prerequisite courses are in progress the semester in which you apply, they will only be considered if the course(s) is/are completed by the end of the spring semester in which you apply. The program will verify successful completion of these courses by the end of the semester and a C or better will be required in pre-requisite coursework to be considered successful.
- 4) **Official transcripts from all colleges attended outside of DACC and NMSU are required.** An unofficial transcript from NMSU or DACC is acceptable. This process can take time and if not received by March 15, your packet will be marked incomplete.
 - i) If you are having transcripts mailed to DACC make sure they are sent to the office of the Program Director at 3400 South Espina Street, Las Cruces NM 88003, Room# DASH 84F. Mailed official transcripts must be in unopened/sealed envelopes directly from the registrar's office.
 - ii) You can also send your transcripts via email to dentalprogramsadmissions@dacc.nmsu.edu or upload directly to the application. No late submissions of transcripts will be accepted. E-mailed transcripts must come directly from the school's registrar's office to the program admission's e-mail listed above. Any transferred prerequisite courses must be validated by the admissions office at DACC. **Remember, if you transferred courses or attended other colleges outside NMSU or DACC, you MUST submit an official transcript from the other college(s) attended by the March 15 @5pm deadline.**
- 5) Information Session participation. Your name must appear on the information session sign-in sheet. For a list of information session dates available please visit the [dental hygiene webpage](#).
- 6) Submit the required items below:

Personal Statement

As part of your application to the Dental Hygiene Program, you are required to submit a well-written personal statement. Your statement will be a critical component of your application and will be scored out of 100 points. Please follow the guidelines below to ensure that your submission meets the expectations:

Content Requirements:

1. **Why You Want to Become a Dental Hygienist:**
 - Clearly articulate your motivation for pursuing a career in dental hygiene. Discuss any experiences, influences, or passions that have led you to choose this profession.
2. **Three Goals as a Dental Hygienist:**
 - **Goal #1:** Clearly state your first goal as a dental hygienist and explain why this goal is important to you.
 - **Goal #2:** Clearly state your second goal as a dental hygienist and explain why this goal is important to you.
 - **Goal #3:** Clearly state your third goal as a dental hygienist and explain why this goal is important to you.
 - Ensure that each goal is specific, achievable, and relevant to your future career.
3. **Relevant Experiences:**
 - Provide examples of any work or volunteer experiences related to dental health, healthcare, community service, or leadership activities within the last 5 years. Explain how these experiences have prepared you for a career in dental hygiene.
4. **Qualities that Set You Apart:**
 - Highlight any unique qualities, skills, or attributes that you possess. Discuss how these qualities will contribute to your success in the dental hygiene program and in your future career.

Formatting Requirements:

- **Length:** The personal statement should be 2 pages long, double-spaced.
- **Font and Size:** Use a standard font (e.g., Times New Roman, Arial) with a 12-point font size.
- **Margins:** Set your margins to 1 inch on all sides.
- **Structure:** Organize your statement clearly, using headings or bullet points if necessary to separate different sections.
- **Proofreading:** Ensure your statement is free of spelling, grammar, and punctuation errors. A well-written statement is essential to make a strong impression.

Submission:

Please submit your statement by uploading it to the application or send it via e-mail to dentalprogramsadmissions@dacc.nmsu.edu no later than **March 15 by 5pm.

Phase B

Interview

The interview will include the following questions. Please note that only the top 20 candidates who score the highest in the application Phase A will be invited for an interview.

1. **Interest in Dental Hygiene:** "What interests you most about pursuing a career in dental hygiene, and what do you hope to achieve by entering this program?"
2. **Understanding of the Profession:** "What do you understand about the role of a dental hygienist, and why do you think this profession is a good fit for you, even if you haven't had prior experience in the field?"
3. **Discussing Sensitive Issues with Patients:** "As a dental hygienist, you may need to discuss sensitive topics with patients, such as drug usage or sexually transmitted diseases (STDs). How would you approach these conversations to ensure patients feel respected and supported?"
4. **Cultural Competence:** "In dental hygiene, you will work with patients from various backgrounds. How would you approach learning to provide care to people from different cultures or communities?"
5. **Time Management and Patient Recruitment:** "To meet clinical requirements, you'll need to recruit 40 or more patients while balancing school, work, and personal life. How do you plan to manage your time effectively to achieve this goal?"
6. **Growth Through Feedback:** "Faculty feedback will be an integral part of your learning journey in the program. How do you intend to use the feedback provided to develop your skills and continuously improve?"
7. **Teamwork in Learning Environments:** "Describe a time when you worked with others in a group or team, whether in school, work, or a volunteer setting. How did you contribute, and what did you learn from the experience?"
8. **Willingness to Learn and Adapt:** "The field of dental hygiene is always evolving. How do you plan to stay open to learning new skills and adapting to changes throughout your education and career?"
9. **Patient-Centered Care:** "Even though you may not have worked with patients before, what steps do you think are important to ensure that all patients, regardless of their background, feel comfortable and respected during their dental visits?"

Presentation

Do not submit this part. You will bring it with you if you are invited to an interview.

Topic Selection:

- **Choose a Dental-Related Topic:** Select a topic that interests you within the field of dental hygiene or general dentistry. This could include areas such as oral health education, dental hygiene techniques, dental diseases, patient care strategies, or emerging trends in dentistry.
- **Be Specific:** Focus on a specific aspect of your chosen topic to ensure depth of content rather than a broad overview.

Research and References:

- **Conduct Thorough Research:** Use credible and reliable sources to gather information about your topic. This may include academic journals, books, reputable websites, and dental associations.
- **Cite Your Sources:** Include a reference list at the end of your presentation that cites all the sources you used. Follow a standard APA citation formatting.

Visual Aids:

- **Select Your Preferred Format:** You may use any visual aid that best supports your presentation. Options include:
 - **PowerPoint or Slide Deck:** Use slides to organize your content visually, incorporating images, charts, and bullet points to highlight key information.
 - **Poster Board:** Create a physical poster that presents your topic in a clear, organized, and visually appealing manner.
 - **Other Formats:** If you have a creative idea for another type of visual aid (e.g., infographics, models), you are welcome to use it, as long as it effectively communicates your message.
- **Design Considerations:** Ensure your visual aid is professional, easy to read, and effectively enhances your presentation. Avoid clutter, use clear headings, and select appropriate fonts and colors.

Presentation Structure:

1. **Introduction:**
 - Introduce your topic and explain why you chose it.
 - Provide a brief overview of what you will cover in the presentation.
2. **Main Content:**
 - Present the key points of your topic in a logical order.
 - Use evidence from your research to support your points.
 - Incorporate your visual aid(s) to illustrate your content.
3. **Conclusion:**
 - Summarize the main points of your presentation.
 - Discuss the significance of your topic to the field of dental hygiene.

- Offer any final thoughts or suggestions for further exploration.

Time Limit:

- **Presentation Duration:** Aim for a presentation length of 10 minutes. Practice to ensure you can cover all your content within this time frame.

Evaluation Criteria:

Your presentation will be assessed based on the following:

- **Content Knowledge:** Depth and accuracy of information presented.
- **Organization:** Clear and logical structure of the presentation.
- **Visual Aid Effectiveness:** How well the visual aid supports and enhances the content.
- **Communication Skills:** Clarity, confidence, and engagement in delivering the presentation.
- **References:** Appropriateness and proper citation of sources.
- **Creativity:** Originality and innovation in topic selection and presentation format.

Tips for Success:

- **Practice:** Rehearse your presentation multiple times to ensure smooth delivery.
- **Stay Focused:** Stick to the key points and avoid unnecessary information.
- **Engage Your Audience:** Maintain eye contact, use appropriate body language, and vary your tone to keep the audience engaged.
- **Be Confident:** Believe in your preparation and knowledge; confidence will help convey your message effectively.

Note: The DACC Dental Programs faculty are not permitted to assist with any aspect of the research, or writing nor can they discuss specifics.

The Dental Hygiene Program has limited enrollment and can accept no more than twelve (12) students each Fall. **Prerequisite courses must be completed before starting the dental hygiene curriculum.** Application to the program is not a guarantee of acceptance. Acceptance is competitive and based on individual academic performance in previous coursework and other criteria.

The program does NOT offer advanced standing for admission purposes.

The program offers credit for admitted applicants to waive DHYG 118 Dental Radiology and

DHYG 134 Dental Materials if applicants complete the DAS 115 Dental Radiology and DAS 117 Dental Materials at DACC after Fall 2023. Any DAS 115 and DAS 117 completed before Fall 2023 will not receive credit for DHYG courses. Dental Radiology and Dental Materials coursework completed at any other dental assisting or dental hygiene program will not receive automatic credit. Students have the option to test out of DHYG 118 Dental Radiology if they pass the DHYG 118 Dental Radiology Final Examination with a 77% or better and demonstrate having completed equivalent requirements at the original institution. Contact the program dentalprogramsadmissions@dacc.nmsu.edu if you have questions.

Application Point Breakdown:

Application Component	Points Available	Percentage of Total Application	Details
Application (Phase A)	200 points + extra	60%	The breakdown is as follows:
Overall GPA	100 points		
Science GPA (CHEM, BIOL, NUTR)	100 points		
Doña Ana County Residency	5 extra points		Extra points are added for residency
Prior Year Alternate	5 extra points		Extra points are added for having been placed as an alternate student the prior year
Prior Degree Points	1-4 extra points		Extra points for highest degree received (AS = 1; BA/BS/BBA = 2; Master = 3; Doctorate = 4)
DACC Dental Assisting Graduate	1-3 extra points		Extra points for DACC Dental Assisting Graduate (DACC Graduate = 3; Non-DACC Graduate = 1)
Personal Statement (Phase B)	100 points	10%	Points are awarded based on the rubric for the personal statement
Interview (Phase B)	50 points	20%	Points are awarded based on the interview performance
Presentation (Phase B)	36 points	10%	Points are awarded based on the presentation performance
Total Points Available	386+ points	100%	Total does not include additional points for residency, prior degree, or DACC Dental Assisting Graduate status

Only those courses that are **completed before, or during the semester applying** to the program are counted in the competitive points calculations.

Information Sessions: All students wanting to apply to the dental hygiene program must complete an information session. These sessions are offered once a month. Please check the program website for more information <https://dacc.nmsu.edu/dhyg/how-to-apply/>.

Orientation Session: Students eligible for consideration for the next dental hygiene class will

receive notice of a **mandatory** orientation session in which the faculty will provide program information and requirements to complete before the fall semester begins.

There is **no waiting list** for the Dental Hygiene Program at DACC. The process is a **competitive entry** format in which all students desiring to enter Dental Hygiene follow the steps listed above; all students not accepted into the program will need to reapply the following year, including alternates who are not ultimately enrolled. Applications do not carry over to the following year(s). A maximum of 12 students are admitted to the program annually.

Additional Information Regarding Admissions:

Candidates accepted to the Dental Hygiene Program must:

1. Attend a **mandatory** program orientation/registration meeting and 1st-year class orientation scheduled during the summer before the beginning of the fall semester. Information regarding time and place is announced via e-mail.
2. Submit the medical forms and immunization records to the program by the specified deadline.
3. Submit a copy of CPR cards to the program by the first day of class or as instructed at orientation.
4. You will need a background check upon acceptance to the program, with no exceptions.
5. Purchase uniforms as assigned by the program.
6. Sign a promissory note at the DACC cashier's office to purchase the instrument kit. The cost of the kit is approximately \$5,500 (+ or -).
7. Students must also purchase loupes through program vendors in the second semester. The cost is approximately \$1,500 (+ or -). The loupes are an out-of-pocket expense and no promissory note is permitted by the college.
8. Enroll in the American Dental Hygienists' Association Student Chapter (SADHA) and pay the annual fees. Provide a copy to the Program SADHA Advisor or Program Director.
9. All students are expected to and must participate in SADHA and school-related activities.
10. Enroll and pay for all classes and pay applicable school fees.
11. Candidates accepted to the Dental Hygiene Program may lose their position in the class if they do not comply with these instructions in a timely fashion as designated by correspondence sent by the Program Director.
12. Applicants and alternates **not admitted** to the Dental Hygiene Program must reapply the following year if they wish to be considered for the following year's class.
13. Pay any other fees required before admission.
14. All students are required to engage in clinical learning by participating as student partners to practice developing skills including practice and administration of local anesthetics, clinical skills, and any other curriculum requirement.
15. Students may need to disclose health information to ensure safe student partner

treatment and learning. This includes but is not limited to antibiotic premedication, prescribed medications, psychological conditions, or any other problem that may hinder successful learning, skill development, and safe treatment of student partners and patients.

16. Students are responsible for recruiting and maintaining their patients to meet clinical requirements.

DACC Dental Hygiene Curriculum

For the most up to date DACC Dental Hygiene Program list of courses and degree roadmap please visit the [DACC Catalog Here](#)

Length: 5 Semesters

Award: Associate of Applied Science

ACCREDITATION

The DACC Dental Hygiene Program is accredited by the Commission on Dental Accreditation and has been granted the status of Accreditation 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, 60611-2678.

COURSE AND CLINICAL INFORMATION – ACADEMIC REQUIREMENTS

- Because of the demands of the Dental Hygiene program, students are strongly encouraged to carefully plan their work and personal schedules around their school requirements.
- Prospective students are encouraged to contact the Dental Hygiene Program if they have any questions regarding clinical or lab competencies.
- Students must earn a grade of “C”, 77% or better in all dental courses to retain their seat in the Program. The program uses fractional grading. A grade below a “C” will result in grounds for academic discipline, including a recommendation for dismissal from the program. Any student dismissed from the program may apply for admission again and compete with other applicants for a seat. Only two program attempts are allowed.
- Students with previous dental experience gained from the military, foreign or domestic

dental, dental assisting, or dental hygiene schools, etc. will not receive advanced placement during the admissions process.

- Students will need access to a working computer, internet connection, and printer for assignments.
- Students will need reliable transportation for clinical rotations, community assignments, and other activities offered off campus. It is the responsibility of the student to arrive on time for these assignments.
- **Students admitted to the program MUST read the Dental Programs Clinic Manual to familiarize themselves with all program and clinical protocols.**

AMERICAN DISABILITIES ACT STATEMENT

Students with disabilities who believe that they may need accommodations in their coursework are encouraged to contact the Office of Student Accessibility Services, which is located in DASH room 117 at the Espina Campus or DASR room 104A at the East Mesa Campus as soon as possible to facilitate timely implementation of such accommodations. Students who do not register or who do not fulfill their obligations as they pertain to approved accommodations may jeopardize their ability to fulfill didactic and clinical requirements.

ESSENTIAL DENTAL HYGIENE FUNCTIONS REQUIRED AT DACC

To successfully complete the clinical component of the Program, the student must be able to perform all of the essential functions of a dental hygienist:

- Protect the best interest of the patient, the profession, and the public.
- Recruit patients to meet clinical requirements
- Communicate effectively and professionally with patients, physicians, peers, family members, and the health care team, regarding:
 - Referrals
 - Oral hygiene instructions and treatment plans
 - Community activities
- Possess the visual acuity to:
 - Note changes in the patient's condition
 - Correctly read handwritten orders, medication records, and chart contents
 - Distinguish oral pathology and health
 - Accurately and safely instrument in the oral cavity
 - Distinguish changes in contour of working ends of instruments
- Hear adequately to:
 - Note changes in the patient's condition
 - Perceive and interpret various equipment signals
- Use hands for *steady*, fine manipulation and possess the ability to perform fine

- motor skills for safe patient treatment.
- Demonstrate adequate eye/hand coordination for dexterity in manipulation of hand instruments and other equipment used in clinical practice
 - Demonstrate increasingly proficient skills during the dental hygiene process of care
 - Display safe and accurate practices during assessment and instrumentation
 - Exhibit radiation safety procedures through the utilization of protective aprons, the ALARA principle, and proficient technique
 - Manage the care of a patient in a sudden emergency, including one-man CPR when necessary
 - Exercise good judgment, using the ADHA Code of Ethics as a guide in decision-making
 - To participate in the Dental Hygiene Program, students must be able to render safe patient care. Students who are suspected to lack the requisite ability to render safe patient care, which may include temporary or permanent physical or mental conditions, will be referred to the Office of Student Accessibility Services and may be referred for dismissal from the Dental Hygiene Program upon appropriate physician diagnosis and referral. Students with unresolved medical issues that make them unsafe clinicians may be recommended for dismissal from the program.
 - *Students with a **felony conviction** may have limited licensure and employment opportunities.* A background test is required before admission to the DACC Dental Hygiene Program and with most dental hygiene licensing boards.

HONESTY AND STUDENT ETHICS

As a developing professional healthcare provider, students are held to a high standard of personal and professional ethics to include:

- Honesty in taking tests, quizzes, and exams
- Honesty and ethical behavior in providing clinical services
- Personal and professional responsibility in the care and maintenance of school supplies and equipment
- Personal and professional responsibility in the rendering of infection control and sterilization procedures
- Truthfulness and professionalism in interactions with fellow students, faculty, staff, and patients
- Adherence to the dress code and professional appearance policy of the DH Program
- Compliance with NMSU and DACC policies and procedures, including the Student Codes of Social Conduct and Academic

Integrity and ARP 16.65 – Drug and Alcohol Free University Community.

- Compliance with the rules, regulations and other directives of the Dental Hygiene Program.

An alleged or suspected failure to comply with the Dental Hygiene Program requirements will be investigated. As warranted by the investigative findings, student discipline or other administrative action, up to and including dismissal from the program may be recommended.

ATTENDANCE POLICY

The student admitted to the program has freely accepted the obligation of class attendance. Program attendance and professional conduct standards are outlined in each dental hygiene course syllabus and the Dental Program clinic manual.

TRAINING FORMAT FOR INSTRUMENTATION SKILLS

Students may initially learn and practice basic instrumentation skills on manikins or typodonts provided by the Dental Hygiene program or purchased as part of the instrument kit. Students will then progress to clinic partners, friends, and family members, and finally, to scheduled/paying patients to gain experience with true tissues, deposits, and oral fluids. Although the front desk personnel will attempt to schedule patients, **students are ultimately responsible for ensuring the presence of a patient for all clinical patient days to meet clinical and patient requirements.**

TRAINING IN INFECTION CONTROL PROCEDURES

All students will receive training in infection and hazard controls. Once admitted to the program, students must read in full the Dental Programs Clinical Manual for a more comprehensive understanding of clinical expectations and other protocols. Students must understand that exposure to bloodborne pathogens exists in health programs. Students are strongly encouraged and/or required to receive immunizations.

COMMUNICABLE DISEASE STATEMENT

As a healthcare provider, students enrolled in the Dental Hygiene Program are exposed to communicable diseases such as tuberculosis, HIV, hepatitis B, hepatitis C, influenza, etc. via exposure to blood, other body fluids, aerosols, and spatter. Students will be trained in standard precautions and aseptic techniques to minimize the potential of transmission. When healthcare providers follow established infection control procedures, disease transmission from dental patients to members of the dental team is extremely low.

The Americans with Disabilities Act forbids discrimination against patients with infectious

diseases; therefore, students are required to treat all patients assigned, regardless of the status of the patient. Refusal to treat any given patient will result in disciplinary action that may jeopardize the student's clinical success in that course.

Dental Hygiene students are required to obtain a series of three injections of the Hepatitis B vaccination *before* intraoral clinical training. The first injection must be received before submitting the medical form to Castle Branch. Students are responsible for obtaining and reporting the dates of the succeeding two immunizations to Castle Branch in a timely fashion. In addition to Hepatitis B, students are required to receive other vaccinations of importance, such as T-Dap, influenza, chicken pox, MMR, etc. Students will be required to submit documentation of varicella and MMR immunization or titer showing immunity. Every year, the 1st and 2nd year Dental Hygiene classes will need to be tested for tuberculosis TB to participate in clinical rotations and patient care. See the Health Profile form at the end of this document.

Students are also required to comply with NMSU-DACC, the State of New Mexico, and CDC vaccination mandates and requirements as established to address public health orders, public health emergencies and safety. Any student not wanting to comply with vaccination requirements must submit documentation to the appropriate NMSU authority to request a waiver, however, it is the discretion of the dental hygiene program to honor such a waiver based on risk and patient exposure.

The DACC Dental Hygiene Department strongly recommends that dental hygiene students titer for vaccine-preventable diseases.

CARDIOPULMONARY RESUSCITATION (CPR)

All dental hygiene students must be certified in health care provider-level cardiopulmonary resuscitation (CPR) every year. A copy of the current certification must be submitted to the program before the first day of class. Students are responsible for scheduling and completing CPR re-certification annually while in the Dental Hygiene Program.

Current certification must be maintained throughout the career of the professional dental hygienist; CPR certification is a requirement of licensure and recertification of licensure.

Documentation must be on file for any person who is medically or physically unable to perform such services.

DENTAL HYGIENE BOARD EXAMS

All students graduating from the DACC Dental Hygiene program must take board exams to pursue licensing in any state. Each state has licensing requirements. Students must research the state where they plan to get licensed to comply with those requirements. Board exams and licensing fees are paid by the student.

Dental Hygiene National Board Exam - approximately a 7-hour, written examination of all dental and biological sciences. Students should organize and review all notes and texts covering dental and biological sciences throughout their educational training.

Local Anesthesia Board Exam - students who successfully complete the pain and anxiety management course at DACC will be qualified to take this board examination.

Clinical Board Exam – students must take a clinical board exam to meet the licensing requirements for the state in which they plan to work. Please note that some states only accept patient-based examinations while others accept either patient-based or simulated examinations. It is the student’s responsibility to get informed before taking the exam.

Completion of the DACC Dental Hygiene Program does not guarantee that students will pass their board examinations. It is the student’s responsibility to prepare for those examinations on their own time.

Important Information: Doña Ana Community College Students are responsible for meeting all obligations in obtaining, completing, and receiving funds from Federal Pell Grants, scholarships, etc. Registration and payment for classes is required for class attendance. Students are responsible for payment of classes in a timely fashion.

The DACC Dental Hygiene faculty and staff thank you for your interest in our program.