

**Information Handbook
for
Advisees and Prospective Students**



Doña Ana Community College



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 prior to 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.

Table of Contents

NON-DISCRIMINATION STATEMENT	4
DACC MISSION STATEMENT	5
Mission Statement	5
Vision Statement	5
DOÑA ANA COMMUNITY COLLEGE	5
Value Statements	5
Dental Hygiene Program Mission Statement	6
Mission Statement	6
Vision	6
Goals	6
ADMISSIONS PROCESS	8
APPLICATION PROCESS	9
Application Point Breakdown:	10
<i>Additional Information Regarding Admissions:</i>	11
DACC Dental Hygiene Curriculum	12
ACCREDITATION	13
COURSE AND CLINICAL INFORMATION – ACADEMIC REQUIREMENTS	13
AMERICAN DISABILITIES ACT STATEMENT	13
ESSENTIAL DENTAL HYGIENE FUNCTIONS REQUIRED AT DACC	13
HONESTY AND STUDENT ETHICS	14
ATTENDANCE POLICY	15
TRAINING FORMAT FOR INSTRUMENTATION SKILLS	15
TRAINING IN INFECTION CONTROL PROCEDURES	15
COMMUNICABLE DISEASE STATEMENT	15
CARDIOPULMONARY RESUSCITATION (CPR)	16
DENTAL HYGIENE BOARD EXAMS	16

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 on the basis of 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 Laura Castille Title IX Coordinator and she is responsible for ensuring 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. Ms. Laura Castille is also assigned to coordinate compliance with Section 504 and other state and federal laws that prohibit discrimination on the basis of 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:
Laura Castille
Executive Director
Title IX Coordinator and Section 504 Coordinator
O'Loughlin House
Las Cruces, NM 88003
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 page below for 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 Prior to Entering the Program:

General education and related classes are required prior to 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 prior to applying or the spring semester in which they apply to the program. Admission will not be granted until all course work 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:

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

All applicants must complete all steps below:

Phase A

Completed application and all documents required (50 points) must be received by May 15 @ 5pm.

- 1) Admission to Doña Ana Community College (DACC). [You can apply to DACC Here.](#) Students must be admitted to DACC prior to 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 May 15 by 5pm.
 - i) Incomplete and or late applications will not be considered.
 - ii) The application can be found online in the dental hygiene website <https://dacc.nmsu.edu/academics/programs/dental-programs/>
- 3) Completion of all required pre-requisites are needed prior to applying to the Dental Hygiene Program. If prerequisite courses are in progress the semester on which you apply, they will only be considered if the course(s) is/are successfully 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.** Unofficial transcript from NMSU or DACC is acceptable. This process can take time and if not received by May 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 98C. 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. **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 May 15 @5pm deadline.**
- 5) Information Session participation. Your name must appear on the orientation sign in sheet. For a list of orientation dates available please visit the [dental hygiene webpage.](#)

- i) If you live more than 150 miles from the college, you are not required to attend in person but you **must** schedule your orientation [here](#) or check the website for available dates.

The Dental Hygiene Program has limited enrollment and can accept no more than twelve (12) students each Fall. **Prerequisite courses must be completed prior to 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.

Applications will be accepted only between March 15 and May 15 for the class starting in the Fall, semester. Incomplete or late applications will not be accepted. New applications must be submitted each year for students who are re-applying. There are NO exceptions.

The program does NOT offer advanced standing for admission purposes and won't give credit for any DH coursework completed at any other dental hygiene program during the admission process. Contact the program dentalprogramsadmissions@dacc.nmsu.edu if you have questions.

Phase B

Interview/Presentation Process (only the top 20 applicants from Phase A receive an invitation to interview) (50 Points)

Applicants who are invited for interview/presentation will receive additional details via e-mail. All the requirements outlined in the memo inviting the applicant for interview must be completed.

The Dental Hygiene Program has been granted the accreditation status of "accreditation without reporting requirements" from the Commission on Dental Accreditation of the American Dental Association. All necessary steps are being taken to ensure that this program is of the highest quality and meets or exceeds all accreditation standards.

Thank you for your interest in our Program. It can lead you to an exciting and rewarding career! We look forward to your application.

Application Point Breakdown:

Phase A. 50%

- *The points for a complete phase A application are broken down as follow:*
 - *Overall Pre-Requisite GPA points (100)*
 - *Science GPA points (100)*
 - *Certificates in Dental Assisting (CDA) (0.5 extra points)*
 - *Doña Ana County Residency points (3 extra points)*
 - *Prior Degrees points, only for highest degree received. (AS=1; BA/BS/BBA=2; Master=3; Doctorate=4 extra points)*

Phase B. 50%

- *Interview Points (50 points)*
- *Presentation points (50 points)*
- *Research Paper points (100 points)*

The higher the grades and overall points on part 1, the higher the opportunity of being invited for interview, therefore, chances of earning a seat in the program are enhanced. Only those courses that are **completed prior to, 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 entering dental hygiene class will receive notice of a **mandatory** orientation session in which the faculty will provide program information and requirements to complete before 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:

- Attend a **mandatory** program orientation/registration meeting and 1st year class orientation scheduled during the summer prior to the beginning of the fall semester. Information regarding time and place are announced via e-mail.
- Submit the medical forms and immunization records to CastleBranch by the specified deadline. CastleBranch is **accredited by the National Association of Professional Background Screeners (NAPBS)**, a highly coveted accreditation by the **“Gold Standard”** Association for background screeners.
- Submit a copy of CPR cards to CastleBranch by the first day of class or as instructed at orientation.
- You will need a background check upon acceptance to the program, no exceptions.
- Purchase uniforms as assigned by the program.
- Sign a promissory note at the DACC Cashiers office to purchase the instrument kit. The cost of the kit is approximately \$4,500 (+ or -) the first semester.
- Students must also purchase loupes through program vendors 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.
- 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.
- All students are expected to and must participate in SADHA and school related activities.
- Enroll and pay for all classes and pay applicable school fees.
- 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.
- 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.
- Pay any other fees required prior to admission.
- All students are required to engage in clinical learning by participating as student partners in order to practice developing skills to include practice and administration of local anesthetics, clinical skills, and any other curriculum requirement.
- 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.
- Students are responsible for recruiting and maintaining their own patients to meet clinical requirements.

DACC Dental Hygiene Curriculum

Dental Hygiene Major Requirements					
Course Number	Course Title	Credit Hours	Lecture	Lab	Clinic
Fall Semester Junior					
DHYG 110	Preclinical DH	3	3	0	0
DHYG 112	Preclinical DH Lab	3	0	0	12
DHYG114	Oral Hist. & Embryology	2	2	0	0
DHYG 116	Head/Neck Anatomy	3	2	1	0
DHYG117	Dental Anatomy	2	2	2	0
DHYG 118	Dental Radiology	3	3	4	0
Total/ week/ semester		16	12	7	12
Spring Semester Junior					
DHYG 120	Dental Hygiene Theory I	3	3	0	0
DHYG 122	Clinical Dental Hygiene I	3	0	0	16
DHYG124	General & Oral Pathology	3	3		
DHYG 126	Periodontology	3	3	0	0
DHYG 134	Dental Materials	3	2	2	0
Total/ week/ semester		15	11	2	16
Summer Semester Sr.					
DHYG 132	Clinical Dental Hygiene II	2	0	0	20
DHYG 218	Pain & Anxiety Management Lecture	2	3	0	0
DHYG 219	Pain & Anxiety Management Clinic	1	0	0	12
Total/ week/ semester		5	3	0	32
Fall Semester Senior					
DHYG 210	Dental Hygiene Theory III	2	2	0	0
DHYG 212	Clinical Dental Hygiene III	4	0	0	16
DHYG 214	Dental Pharmacology	3	3	0	0
DHYG 216	Medical Emergencies	2	2	1	0
DHYG 217	Research Methodology	2	2	0	0
Total/ week/ semester		13	9	1	16
Spring Semester Senior					
DHYG 220	Dental Hygiene Theory IV	3	3	0	0
DHYG 222	Clinical Dental Hygiene IV	4	0	0	16
DHYG 224	Principles of Practice	2	2	0	0
DHYG 226	Dental Public Health Ed	3	3	0	0
Total/ week/semester		12	8	0	16
Total Hours in the program		61			
Total Credits at Graduation		99			

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 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 in the DACC Dental Hygiene Courses. All courses must be completed with the cohort.
- 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 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 prior to 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. Student 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 for that course.

Dental Hygiene students are required to obtain a series of three injections of the Hepatitis B vaccination *prior* to 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. On a **yearly** basis, the 1st and 2nd year Dental Hygiene class will need to be tested for tuberculosis TB in order to participate in clinical rotations and patient care. See 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 requirement 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) on a **yearly** basis. A copy of current certification must be submitted to Castle Branch prior to 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 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 students' 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 students' 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.



IMMUNIZATION RECORD

Dental Programs

Immunizations and Tests Required by State Law/Clinical Facilities

To Be Completed By Student:			
Last Name	First Name	MI	
Address	City	State	Zip
Date of Birth	Social Security Number		
Student ID Banner #	Student Status: Part-time		Full-Time

Measles (Rubeola): Those born on or after January 1, 1957++, must show proof of either:

A. Two doses of measles vaccine on or after their first birthday and at least 30 days apart OR *See note.	Date #1 _____ Date #2 _____ (mm/dd/yy) (mm/dd/yy)
B. Record of physician-diagnosed measles OR **See note.	Date _____ (mm/dd/yy)
C. Serologic test positive for measles antibody **See note.	Date _____ Result _____ (mm/dd/yy)

Mumps: Those born on or after January 1, 1957++, must show proof of either:

A. One dose of mumps vaccine on or after their first birthday OR	Date _____ (mm/dd/yy)
B. Record of physician-diagnosed mumps OR **See note.	Date _____ (mm/dd/yy)
C. Serologic test positive for mumps antibody **See note.	Date _____ Result _____ (mm/dd/yy)

Rubella: ALL students must show proof of either: **NEW REQUIREMENT**

A. One dose of Rubella vaccine on or after their first birthday OR	Date _____ (mm/dd/yy)
B. Record of physician-diagnosed Rubella OR **See note.	Date _____ (mm/dd/yy)
C. Serologic test positive for Rubella antibody **See note.	Date _____ Result _____ (mm/dd/yy)

*Combined MMR Vaccine is vaccine of choice if recipients are likely to be susceptible.
 **Must be the date of diagnosis or test collection; not when primary care provider signed immunization form.
 +Vaccines administered after September 1, 1991 shall include the MM/DD/YY each vaccine was given.
 ++ To be exempt from proof of measles and/or mumps, those born before January 1, 1957 must provide copy of photo ID.

Hepatitis B must show proof of:

A. Three doses of vaccine administered over a period of 4-6 months. Initial vaccine followed by 1 and 4-6 months vaccines respectively OR	Date #1 _____ (mm/dd/yy)
	Date #2 _____ (mm/dd/yy)
	Date #3 _____ (mm/dd/yy)
B. Serologic test positive for Hepatitis B antibody **See note.	Date _____ Result _____ (mm/dd/yy)

Varicella must show proof of:

A. Two doses of Varicella vaccine administered 4-8 weeks apart OR	Date #1 _____ Date #2 _____ (mm/dd/yy) (mm/dd/yy)
B. Serologic test positive for Varicella antibody OR **See note.	Date _____ Results _____ (mm/dd/yy)

Tetanus-Diphtheria-Pertussis (Tdap):
 One dose within past 10 years at the time of application

Date _____
(mm/dd/yy)

Tuberculin Skin Test

Proof of Tuberculosis Skin Test (PPD skin test or chest x-ray) with a negative reading is required with the submission of application. (Test may not be more than 180 days old on the first day of class.)

Date Given: _____ Results: _____

If skin test is positive, provide results of a chest x-ray.
 Date of chest x-ray; _____ Results: _____

Physician or Approved Licensed Health Professional Information:

Printed Name

Address

Signature of Primary Care Provider**

Date

** Validates all information above.