CENTRAL COMMUNITY COLLEGE
DENTAL HYGIENE PROGRAM
STUDENT HANDBOOK
2017-2018
This handbook is provided to inform the Dental Hygiene student of important program content and information. After reading and discussing this information, the student must sign and return the response form provided that states the student has read, understands, and has had the opportunity to ask questions about this information.

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RESPONSE FORM

Student Name_________________________________________ Student ID________________________
Program_________________________________________ Expected Graduation Date__________

_______ I have read and understand the information provided in this handbook.

_______ I have had the opportunity to ask questions about this material and have had those
questions answered to my satisfaction.

_______ I understand that a failure to follow any of these policies may result in my suspension or
dismissal from the Dental Hygiene Program.

_______ I agree that while enrolled I will treat my courses as my job and the instructors as my
supervisors. In this capacity, I will attempt to learn not only the mechanics of my profession
but will strive to develop professional behaviors and attitudes that will serve to promote
myself, the program, the college and the profession.

Student’s signature_______________________________________________________________

Date____________________________
PROGRAM DIRECTORY

Program Director
Dr. Wanda Cloet, DHSC, RDH
1-877-222-0780 Ext. 2470
wcloet@cccneb.edu

Full-Time Instructors
Cindy Gaskill, RDH, MAE
1-877-222-0780 Ext. 2477
cgaskill@cccneb.edu
Patricia Kirkegaard, RDH, BS
1-877-222-0780 Ext. 2544
pkirkegaard@cccneb.edu

PROGRAM LOCATION

The dental hygiene classroom and clinic are located in the Gausman Building on the Hastings Campus of Central Community College.

General studies classes are offered on the Hastings, Grand Island, and Columbus campuses of CCC. Courses are also available in learning centers and online.

PROGRAM ACCREDITATION

The Dental Hygiene Program is accredited by the Commission on Dental Accreditation, a specialized accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and by the United States Department of Education. Accreditation approval for CCC’s Dental Hygiene Program has been continuous from 1978 until the present. The most recent accreditation site visit was September 2015.

COMPLAINTS

A complaint is defined by the Commission on Dental Accreditation as one alleging that a Commission-accredited education program, or a program which has an application for initial accreditation pending, may not be in substantial compliance with Commissions standards of required accreditation procedures.

The Commission on Dental Accreditation will review complaints that relate to a program’s compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for treatment received by patients or individuals in matters of
admission, appointment, promotion or dismissal or faculty, staff, or students. A copy of the appropriate accreditation standards and/or the Commission’s policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611-2678 by calling 1-800-621-8099 extension 4653.

PROGRAM MISSION

The dental hygiene program enables graduates to become academically eligible for national and regional board exams that are required to become a Registered Dental Hygienist (R.D.H.). An R.D.H. license is required in Nebraska to practice in a dental office or clinic. The program offers continuing education for practicing dental professionals and is active in providing community services.

VISION STATEMENT

The Dental Hygiene program will provide students with a quality educational program using state-of-art technology and equipment. Continuous quality improvement principles, with on-going support from the dental community will be utilized to assure the program exceeds the standards set forth by the Commission on Dental Accreditation.

We value:

- Student success
- On-going relationships with graduates as lifelong learners and supporters of the program.
- Providing articulation agreements with senior institutions for graduates to pursue higher degrees.
- Providing continuing education to dental professionals for licensure renewal.
- Partnering with high schools that provide a career pathway for health careers.
- Collaboration with other dental hygiene programs, CCC health programs, and employers.
- Maintaining professional relationships with clinical sites.
- Providing professional development opportunities for faculty and staff.
- Providing opportunities for leadership development and professional contacts for students through SADHA.

DENTAL HYGIENE PROGRAM GOALS

- Use state-of-the art equipment, software, and curriculum in an attractive, safe environment that is well maintained and reflects a professional work environment.
- Actively recruit qualified applicants to the program.
- Provide articulation agreements with senior institutions to care for individuals who are otherwise unable to receive dental care.
- Through the student hygiene clinic provide access to care for individuals who are otherwise unable to receive dental care.
- Provide professional development opportunities for faculty and staff.
- Monitor possible expanded functions for dental hygienists.
- Improve communications between students and faculty members.
PROGRAM ADMISSION REQUIREMENTS

1. Applicant must have on file a completed Central Community College application and supplemental application.

2. The State of Nebraska Regulations Governing the Practice of Dentistry and Dental Hygiene requires that the candidate for dental hygiene should possess good moral character, sound mental health, dependable work history, general accountability, and trustworthiness. Applicants who have criminal records, substance abuse problems or mental health problems that interfere with the safe practice of dental hygiene may be ineligible for licensure. Applicants for licensure in Nebraska are required to be U.S. Citizens. Criminal background checks will be completed on each student. Criminal convictions or documented history of abuse may prevent students from participating in clinical experiences.

3. A student accepted into the Dental Hygiene program must be a high school graduate or have passed a standard equivalency test. A high school transcript or copy of the equivalent certificate must be supplied. Contact the Student Services office if you need information about the standard equivalency test.

4. A minimum of the following college-level prerequisite courses are required:
   - Structure and Function (4 credit hours) or Anatomy and Physiology (8 hours)
   - Microbiology (4 credit hours)
   - Expository Composition (3 credit hours)
   - Introduction to Psychology (3 credit hours)
   - Introduction to Sociology (3 credit hours)
   These courses must be completed or in the process of completion by each year of application.

*Students planning to pursue a Bachelor Degree Completion Program in Dental Hygiene or related area should complete Anatomy and Physiology.
5. A cumulative G.P.A. of 3.0 in the prerequisite courses is required, with no prerequisite courses having a grade below “C” (2.0). There is a seven (7) year minimum on science courses.

6. Completion of high school or college algebra, chemistry, and biology, or the equivalent is required.

7. Applicants may submit either ACT or COMPASS scores. A minimum composite score of 19 on the ACT with sub-scores of Math-19, Reading-18, Science-18 and English-18 is required to meet program criteria. A minimum COMPASS sub-scores of W-74, R-80, M-40 (Algebra) is required to meet program criteria. A minimum ACCUPLACER sub-scores of W- 84, R-74, M-20 (Algebra) is required to meet program criteria. The ACT may be waived if a minimum of 12 college credits in science with grade of 3.0 or better in each course is completed.

8. Applicants must arrange for an admissions advising session with the dental hygiene director or member of the faculty. This can be accomplished by calling 402-461-2470 or Toll Free 1-877-CCC-0780 Ext 2470 (in Nebraska). The purpose is to review admission criteria.

9. Each applicant to the Dental Hygiene Program must provide written proof of forty (40 hours) observation time in a dental office. Those applicants having dental office work experience need only to obtain written verification of employment.

10. Hepatitis B vaccine, evidence of being tuberculin-free, and a current CPR card are required for admittance into the program. An applicant is also encouraged to be immunized against infectious diseases.
11. Bloodborne Pathogens Policy

Central Community College is committed to addressing issues related to bloodborne pathogens, such as Human Immunodeficiency Virus (HIV), Hepatitis B Virus (HBV) and Hepatitis C Virus (HCV), in a spirit of cooperation, compassion, flexibility, and sensitivity to individual needs as well as to community welfare. The purpose of this policy is to minimize the risk of transmission of a bloodborne pathogen from an infected student to a patient. In accordance with CCC policy, health education programs are responsible for ensuring that its students do not have any physical impairments resulting from infection by bloodborne pathogens that would interfere with the performance of their clinical responsibilities or create a health risk for patients.

Applicants are REQUIRED to send the following items in one complete packet: (An application will not be considered complete until all items listed in the packet are received by the dental hygiene program.)

__________ Completed College Application
__________ Completed Supplemental Application
__________ High Transcript
__________ ACT Score/Compass Score
__________ College Transcript
__________ 40 Hours of Observation or Work Experience Hours
__________ Immunization Records
__________ Current CPR Card

Send completed packet to:

Dental Hygiene Program Director

Central Community College

P.O. Box 1024
A $200 non-refundable tuition deposit once eligibility is met holds your place in the upcoming class roster and is applied directly to your tuition expenses. Once applicants have met eligibility and paid the $200 deposit, they will be placed on a waiting list.

**CPR CERTIFICATION (healthcare provider cardiopulmonary resuscitation with AED)**

Current CPR certification is required for admission to the dental hygiene program and must be kept current throughout the duration of the program.

**FINANCIAL AID**

Financial aid is available. If applying for financial aid, please contact the Financial Aid Office on the Hastings Campus.

**TUITION AND FEES**

Current tuition and fees for both resident and nonresident students can be found on the CCC website, [www.cccneb.edu](http://www.cccneb.edu)

**DENTAL HYGIENE PROGRAM COURSE OF STUDY**

A total of 77/81 semester credit hours are required in the Dental Hygiene program. Fifty-two of those credits are occupational credits and 28 are general education credits, which includes 17/21 prerequisite credit hours.

**NOTE:** Courses must be completed in the semester indicated.

**Pre requisites- 17-21 hours**

- BIOS 1250 Structure & Function I 2
  - OR
  - BIOS 2250 Anatomy & Physiology I 4
  - BIOS 1260 Structure & Function II 2
  - OR
  - BIOS 2260 Anatomy & Physiology II 4
  - BIOS 2490 Fundamental of Microbiology 4
  - ENGL 1010 English Composition 3
  - SOCI 1010 Introduction to Sociology 3
  - PSYC 1810 Introduction to Psychology 3
*Students planning to pursue a Bachelor Degree Completion Program in Dental Hygiene or related area should complete BIOS 2250 and BIOS 2260.

First Semester – 16 hours

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>DENH 1250</td>
<td>Preclinical Dental Hygiene</td>
<td>5</td>
</tr>
<tr>
<td>DENH 1260</td>
<td>Oral Anatomy I</td>
<td>2</td>
</tr>
<tr>
<td>DENH 1310</td>
<td>Head and Neck Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>DENH 1460</td>
<td>Radiology</td>
<td>3</td>
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<tr>
<td>CHEM 1050</td>
<td>Elements of Chemistry</td>
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Second Semester- 12 hours

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<td>DENH 1270</td>
<td>Oral Anatomy I</td>
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</tr>
<tr>
<td>DENH 1290</td>
<td>Periodontics</td>
<td>2</td>
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<tr>
<td>DENH 1470</td>
<td>Dental Materials</td>
<td>3</td>
</tr>
<tr>
<td>DENH 1650</td>
<td>Clinical Dental Hygiene I</td>
<td>4</td>
</tr>
<tr>
<td>DENH 1660</td>
<td>Pharmacology</td>
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<td>BIOS 1280</td>
<td>Oral Pathology</td>
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Summer Session-8 hours

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<tr>
<td>DENH 1800</td>
<td>Local Anesthesia</td>
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<tr>
<td>DENH 2000</td>
<td>Clinic Interim</td>
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<tr>
<td>SPCH 1110</td>
<td>Public Speaking</td>
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Third Semester-13 hours

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<tr>
<td>DENH 2700</td>
<td>Preventive Dentistry</td>
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<tr>
<td>DENH 2250</td>
<td>Clinical Dental Hygiene II</td>
<td>5</td>
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<tr>
<td>DENH 2270</td>
<td>Dental Health Education</td>
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</tr>
<tr>
<td>DENH 2320</td>
<td>Oral Pathology</td>
<td>2</td>
</tr>
<tr>
<td>DENH 2330</td>
<td>Nutrition</td>
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<tr>
<td>DENH 2470</td>
<td>Community Health I</td>
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Fourth Semester - 10 hours

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<td>DENH 2480</td>
<td>Community Health II</td>
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<tr>
<td>DENH 2650</td>
<td>Clinical Dental Hygiene III</td>
<td>5</td>
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<tr>
<td>DENH 2660</td>
<td>Community Practicum</td>
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<tr>
<td>DENH 2680</td>
<td>Jurisprudence</td>
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**RULES and Regulations**

**Immunizations**

A copy of verification of the Hepatitis B vaccine is required for admittance to the dental hygiene program at Central Community College.

**Professional Attire & Appearance**

Dental hygiene students are required to dress in the program-designated clinic uniform at all times when working in the treatment rooms, laboratory, darkroom, and sterilization center areas of the dental hygiene educational facility and clinic. Other items regarding appearance and attire are detailed in the clinic syllabus.

**Protective Eyewear**

Students are required to wear protective safety glasses at all times when working in the laboratory and clinic areas of the dental hygiene facility.

**Insurance**

All students in the Health Sciences programs who provide patient care are required to carry liability insurance purchased through the college. The cost is $12 per year and will be assessed with the first semester of each school year.

**Attendance**

Dental Hygiene is presently designed as a traditional rather than a self-paced format. The sequential curriculum requires that skills and knowledge to begin each semester are contingent upon satisfactory completion of the previous semester. Since the curriculum does not provide the opportunity to reschedule the learning experience, it is necessary to structure attendance and set minimum criteria for success.

Because of the dental hygiene program’s strict attendance policy, you must plan to adhere to this policy if you have sick children or must commute from a town outside of Hastings when the weather is unfavorable.

Therefore, minimum criteria for attendance has been established as follows:
85 percent attendance in lecture and laboratory

90 percent attendance in clinic.

You are required to call and notify your advisor/instructor of your absence. Excessive/unexcused absences may result in probation.

**CAUSES FOR DISMISSAL**

**Behavior**

All dental hygiene students will be held to the Standards of Behavior set forth in the CCC student handbook.

**Academic**

All dental hygiene students will be held to the Standards of Progress found in the CCC College catalog.

**STUDENT LEARNING OUTCOMES**

1. Apply the ethical issues of dental hygiene practice.
2. Acquire and synthesize information in a critical, scientific, and effective manner.
3. Participate in health promotion and disease prevention activities for diverse populations.
4. Systemically collect, analyze, and accurately record base-line data on the general or oral health status and provide evidence based on treatment.

**GRADING**

The grading scale for all DENH courses is as follows:

- **A+** 98-100
- **A** 93-97
- **B+** 90-92
- **B** 85-89
- **C+** 82-84
- **C** 77-81
- **D+** 74-76
- **D** 69-73
- **F** 68 and below