



**LAKE
MICHIGAN
COLLEGE®**

**REGISTERED
DENTAL
ASSISTING**
at Lake Michigan College



lakemichigancollege.edu/rda



Why Dental Assisting at LMC?

Registered Dental Assisting (RDA) Career Opportunities

The Registered Dental Assisting Program prepares students for entry-level dental assisting positions in a variety of settings such as private dental offices, dental schools, the military, and dental insurance offices. The curriculum includes the required dental radiography courses that allow graduates to expose dental radiographs in the State of Michigan. The program also prepares students' skills that include: chairside, receptionist, and laboratory duties, as well as inventory control, infection control, and equipment maintenance. While in the program students will obtain clinical experience in local dental offices. Upon completion of the program, students will be able to take the Michigan state board exam for Registered Dental Assistants (RDA). Graduates are also eligible to take the Dental Assisting National Board (DANB) examination for the Certified Dental Assistant credential.

Dental Assistants are highly-trained and possess the technical skills and expertise for the industry. Dental Assistants must have good listening skills, the ability to multitask, and the ability to plan and think ahead. They must communicate well with others and have excellent motor skills.

The Dental Assisting program is designed not only to give students the skills necessary to become valued dental assistants, but to also provide professional growth and success. Clinical learning experiences are provided by affiliated dental practices in the local area. Program coursework takes place in a classroom and lab setting at the Benton Harbor or Niles Campuses.

The structured curriculum is designed in accordance with the Commission on Dental Accreditation (CODA).

Dental assistants perform many tasks, ranging from providing patient care and taking x-rays, to recordkeeping and scheduling appointments. Their duties vary by state and by the dentists' offices where they work.*

Employment Outlook*

Per the Bureau of Labor Statistics, the median wage for dental assistants was \$36,940 in 2016. The highest end of the range made over \$52,000.

- Employment is expected to grow 19% through 2026, much faster than average for all occupations.
- The aging population and ongoing research linking oral health and general health will continue to increase the demand for preventive dental services.
- Employment is primarily at dentists' offices, and most work full time.



What is so exciting about Dental Assisting?

Dental Assistants work in a fast-paced environment and must be able to balance multiple high-priority tasks at once. As a Dental Assistant, you may be the first to greet patients as they come through the door. Dental Assistants will also help sterilize equipment, take and process x-rays, assist the dentist with a patient, manage and maintain records, process billing information, and schedule appointments.

Essentially, Dental Assistants are the backbone of a dental office!

Dental Assistants may also serve in other capacities such as:

- Office or Department managers
- Sales and service for manufacturers
- Educators

*Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Dental Assistants, on the Internet at <https://www.bls.gov/ooh/healthcare/dental-assistants.htm> (visited April 06, 2018).



Entrance Requirement Checklist

	Completed @ LMC	Completed via Transfer	To be Completed
Learn about the Program			
Obtain and read entire RDA Program brochure (<i>this document</i>) (can be found at lakemichigancollege.edu/rda)			
Complete an LMC application for admission to Lake Michigan College (lakemichigancollege.edu/apply)			
Contact an Academic Advisor to discuss Dental Assisting Program requirements (strongly encouraged)			
Have high school transcripts sent to LMC Records Office <i>OR</i> Have official college transcripts sent to LMC Records Office for official transfer credit evaluation			
Have SAT or ACT scores sent to LMC and/or take Accuplacer to meet basic college requirements in Reading, English, and Math			
Attend Program Orientation prior to program start (MANDATORY – dates will be emailed to students prior to semester start)			

Get in touch!

Prospective students are strongly encouraged to set an appointment with an academic advisor before registering for any Dental Assisting program courses.

Contact the OneStop to make an appointment with an academic advisor by calling (269) 927-8128.



Dental Assisting Program Format – OE/OE

Learn at Your Own Pace: The Dental Assisting program is an Open Entry / Open Exit, modular based program which means that students work at their own pace. The curriculum adheres to foundational and clinical skills based on strict standards set by the American Dental Association. Students' skills are measured individually through one-on-one instruction with experienced faculty, who work with them to be sure that they fully understand all aspects of the lessons. This unique and individualized method of instruction ensures a student's competency in of chairside dental procedures in preparation for a career in dentistry. Instruction is delivered in a modular format which allows students to complete modules at their own pace.

Set Your Own Schedule: Classroom instruction is in an open-lab format. This means that students attend class based on their own schedule. Day and evening hours are available at both the Benton Harbor and Niles at Bertrand Crossing campuses.

Advanced Technology: Dental Assisting classes are offered at both the Benton Harbor and Niles at Bertrand Crossing campuses with each site utilizing the latest, state-of-the-art technology in dental equipment.

You'll be licensed: Upon completion of the program which includes an internship at a local dental office, students will be eligible to take the Michigan Board of Dentistry Examination which grants licensure as a Registered Dental Assistant (RDA). Graduates are also eligible to take the Dental Assisting National Board (DANB) examination for the Certified Dental Assistant credential.

Employment Outlook: Employment opportunities in Southwest Michigan are exceptional due to the recent increases in funding in support of public health dental clinics.

Admission process is nondiscriminatory in regards to age, color, height, weight, creed, disability, marital status, sexual orientation, national origin, political affiliation, race, religion, or gender identity or expression.

Upon Admission

All Dental Assisting students will be informed of a **MANDATORY** program orientation, which must be attended prior to starting DENT courses. Students will be informed of this orientation date via e-mail prior to the semester start.



Course Sequence – Associate Degree Program

	Credit Hours	Contact Hours
General Education Requirements		
BIOL 110 Human Anatomy and Physiology or BIOL 205 Human Anatomy	4	5
PSYC 201 Introduction to Psychology	3	3
MATH 122 Intermediate Algebra or MATH 123 Quantitative Reasoning	4	4
ENGL 101 English Composition I	3	3
ENGL 102 English Composition II or ENGL 103 Technical Writing or COMM 101 Introduction to Public Speaking	3	3
Humanities/Fine Arts	3	3
TOTAL General Education Credits	20	21
Program Courses		
DENT 165 Introduction to Dental Assisting	3	4
DENT 166 Chairside I	3	4
DENT 167 Chairside II	3	4
DENT 168 Chairside III	3	4
DENT 169 Chairside V	3	4
DENT 170 Introduction to Dental Office Assisting	2	2
DENT 171 Introduction to Dental Radiography*	3	4
DENT 172 Medical Issues in Dental Office	2	2
DENT 173 Clinical I	6	6
DENT 174 RDA I	3	4
DENT 175 RDA II	3	4
DENT 176 Clinical II	5	5
DENT 180 Dental Radiography	2	3
Total Program Credits	41	50
PROGRAM TOTAL	61	71

**DENT 171 and DENT 180 are available to all currently employed dental assistants.*

Students must complete 224 hours of clinical time during DENT 173 - Clinical I and 180 hours of clinical time during DENT 176 - Clinical II.



Will I need a license to practice Dental Assisting?

In order to take radiographs (x-rays), students **must** complete radiography course(s) at an accredited Dental Assisting program.

Some states may have additional license requirements for Dental Assistants.

In addition, please note the following information regarding eligibility: If convicted of a felony or misdemeanor, the Michigan State Board of Dentistry will evaluate your eligibility to take the Michigan Registered Dental Assistants Exam at the time of application. These instances are reviewed on a case-by-case basis.



Course Sequence – Certificate Program

	Credit Hours	Contact Hours
DENT 165 Introduction to Dental Assisting	3	4
DENT 166 Chairside I	3	4
DENT 167 Chairside II	3	4
DENT 168 Chairside III	3	4
DENT 189 Chairside V	3	4
DENT 170 Introduction to Dental Office Assisting	2	2
DENT 171 Introduction to Dental Radiography*	3	4
DENT 172 Medical Issues in Dental Office	2	2
DENT 173 Clinical I	6	6
DENT 174 RDA I	3	4
DENT 175 RDA II	3	4
DENT 176 Clinical II	5	5
DENT 180 Dental Radiography	2	3
Total Certificate Credits	41	50



What will I learn in the program?

Upon completion of the Dental Assisting Program, students will:

- Demonstrate an entry-level working knowledge of Dental Assisting.
- Exhibit professional values, and apply critical thinking, and communication skills.
- Obtain an understanding of professional values and the importance of life-long learning and professional development.
- Be employable and meet the needs of the healthcare community.

Dental Assisting program courses (marked as DENT) are mostly open entry/open exit (OE/OE) in format. DENT clinical course schedules will be given to students prior to the semester start and are not considered OE/OE.

**DENT 171 and DENT 180 are open to all currently employed dental assistants.*



Cost Estimates

Tuition and Fees

The Dental Assisting program at Lake Michigan College is offered in an Open Entry/Open Exit or self-paced format (exclusive of clinical courses and general education requirements). This format is distinct among most other Health Science programs as semester schedules may vary per student. Because of this, we have included approximate tuition totals for the entire program below, for students who complete the certificate or program. This includes tuition costs **ONLY** for Dental Assisting program (DENT) courses. Tuition and fees are effective Fall 2018, and are subject to change without notice. For an up-to-date tuition and fee list, please see www.lakemichigancollege.edu/tuition-fees.

	In District (\$150/contact hr)	Out of District (\$211.50/contact hr)	Out of State (\$288/contact hr)
PROGRAM TUITION TOTAL (41 Credits)	\$6,150.00	\$8,671.502	\$11,808.00

Books/Lab Packs

Approximately \$400 for the first semester (most books purchased in the first semester are used throughout the program), less each following semester.

Uniforms

Approximately \$150.

Additional Expenses

Please note that, except for tuition, the above costs are **only** those related to the Dental Assisting program. There are also books and supplies to purchase for general education courses. Students may have additional expenses, such as the cost to take the RDA or CDA exams. Travel costs are not included. Tuition, fees, and other expenses subject to change without notice.



Eligibility

Physical Exam and Immunization Requirements

All Dental Assisting students are required to have a health certification form completed when they begin the program and **prior to starting their clinical education**. Failure to complete the health certification form will prevent students from continuing in their course and program.

As part of the health certification form, it is essential to provide proof of freedom from communicable diseases. Specific vaccinations must be done or proof of antibody titer immunity provided for the following:

- MMR (Measles, Mumps & Rubella)
- Tdap (Tetanus, Diphtheria, Pertussis)
- Varicella
- Hepatitis B vaccination (Injection series)
- Proof of freedom from Tuberculosis*

**Must be renewed annually*

Requirements for CPR Certification

CPR certification/recertification (BLS Provider **or** CPR for Professional Rescuer) is required and should be obtained before starting clinical courses (Heart Saver and Race for Life are **not** acceptable).

CPR classes may be taken at Lake Michigan College. **Visit** lakemichigancollege.edu/cpr or contact Erin McGuire, Health Sciences Administrative Coordinator at emcguire@lakemichigancollege.edu **for details on how to enroll.**

For more information about a career in Dental Assisting, visit the following websites:

American Dental Association

211 East Chicago Ave.
Chicago, IL 60611-2678
312.440.2500
www.ada.org

The American Dental Assistants Association

140 N. Bloomingdale Road
Bloomingdale, IL 60108-1017
www.adausa.org



Accreditation

Program Accreditation

The Registered Dental Assisting Program at Lake Michigan College is accredited by the Commission on Dental Accreditation (CODA). The contact information for this accrediting body is listed below.

Commission on Dental Accreditation

211 East Chicago Avenue
Chicago, Illinois 60611
(800)621-8099 or (312)440-4653
<https://www.ada.org/en/coda>

College Accreditation

Lake Michigan College is accredited by the Higher Learning Commission (hlcommission.org), a regional accreditation agency recognized by the U.S. Department of Education. For more information on College and Program Accreditation, please visit <https://www.lakemichigancollege.edu/home/discover-lmc/about-lake-michigan-college/accreditation>.

The Higher Learning Commission

230 South LaSalle Street, Suite 7-500
Chicago, Illinois 60604-1411
(800)621-7440
hlcommission.org