



**Norwalk Community College**  
**Continuing Education & Workforce Development**  
**Dental Assistant**  
**Certificate**



The Dental Assistant Certificate Program consists the five courses below that will prepare students for a career as a Dental Assistant. Students will receive a certificate of completion upon successful completion of the required courses

<u>Course</u>	<u>Total Hours</u>	<u>Total Sessions</u>	<u>Tuition*</u>	<u>Textbook</u>
1. Dental Assistant I	39	13	\$499	Additional Fee
2. Dental Assistant II	39	13	\$499	Additional Fee
3. Dental Assistant III - Clinical	30	TBD	\$499	N/A
4. Dental Radiology	30	10	\$539	Additional Fee
5. Customer Service for Health Care Professionals	12	4	\$149	N/A

\*Tuition subject to change.

Entrance Requirements:

- High school diploma or equivalent
- Proof of medical exam

*Please refer to the current Continuing Education & Workforce catalog for course specifics (tuition, start date, class time slot and location).*

Important Message

As of July 1, 2018, all dental assistants in the State of CT must pass the Dental Assisting National Board (DANB) Infection Control Exam (ICE).

An individual who completes the Dental Assistant program will be well-prepared to take and pass the ICE and the Radiation Health and Safety exam administered by the Dental Assisting National Board. Infection control and radiation safety certification are needed to enter the workforce. With these certifications, dental assistant job applicants are highly sought-after by dental practices and are preferentially hired.

An individual must pass the two exams mentioned above and the Dental Assisting National Board's General Chairside exam to become a Certified Dental Assistant. Individuals who complete the NCC Dental Assistant program will obtain the knowledge to pass this exam, however, an additional 3,500 hours of clinical experience in the workplace is required for certification.

## Course Descriptions

### Dental Assistant I: Dental Terminology and Infection Control

This course will introduce students to the Dental Assisting profession and will cover basic dental terminology, a comprehensive study of infection control to aid students in passing the ICE.

Entrance Requirements:

- Students must submit a copy of their high school diploma or equivalent to the instructor on the first day of class.

Course Preparation:

- Students must read the first three chapters of the textbook prior to the first session.

*Co-requisite: Customer Services for Health Care Professional*

### Dental Assistant II: General Chairside Assisting

This course will expand upon the basic knowledge obtained in Dental Assisting I. Students will learn all the basic skills needed to work in a dental practice and will include a comprehensive review of the information needed to pass the Dental Assisting National Board (DANB) General Chairside (GC) exam.

*Prerequisite: Dental Assistant I*

*Co-requisite: Customer Service for Health Care Professionals*

Course Preparation:

- Students must bring their textbook to the first class session and read chapters 1-3.
- Students may choose purchase the Mometrix Certified Dental Assistant review textbook (optional).

### Dental Assistant III - Clinical

Students will spend a total of 30 daytime hours in a dental practice to train to be a dental assistant. Hours worked per week will be determined by the student and clinical site. The clinical site staff will supervise the students and their progress will be monitored by the Program Coordinator.

*Prerequisites: Dental Assistant I and II*

*Requirements:*

- Students must show proof of medical physical examination within the last 12 months completed by the student's personal healthcare provider. Health forms are available online ([www.norwalk.edu](http://www.norwalk.edu), >Academics >Continuing Education >Download Forms >Medical Forms for Clinical).
- Hepatitis B vaccine not required, strongly recommended.

## Dental Radiology

This course will provide dental assistant students with the fundamental principles upon which dental radiology is based. Content will focus on preparing students to sit for the “Radiation Health & Safety” (RHS) portion of the Dental Assisting National Board (DANB) Certification as required by law in the state of Connecticut in order to expose radiographs in a dental setting.

*Prerequisite: Dental Assistant I and II*

## Customer Service for Health Care Professionals

This course is designed to teach health care professionals how to respond to unique medical setting challenges and achieve service excellence. Some areas covered are Patient Bill of Rights, professionalism, telephone etiquette, communication skills, working with a culturally diverse patient population, bedside manners, managing job stress and employment opportunity interview techniques.

### ***Employment Related Information***

- Certificate holders will be prepared to work as a Dental Assistant for a Dentist or Orthodontist.
- Job Search Keywords:  
  
dental assistant, orthodontic assistant
- O\*NET: A tool for career exploration and job analysis!

O\*NET OnLine has detailed descriptions of the world of work for use by job seekers, workforce development and HR professionals, students, researchers, and more! <https://www.onetonline.org/>  
Type in Dental Assistant in "Keyword or O\*NET-SOC Code"

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