INDIAN RIVER STATE COLLEGE
3209 Virginia Avenue, Fort Pierce, Florida 34981-5596

Dental Assisting Technology and Management Associate in Science Degree

Dental Assisting Technology and Management Applied Technology Diploma
One Academic Year

ADMISSION & APPLICATION FOR PROGRAM

Application Deadline
Dental Assisting Technology and Management
First Monday in June

For more information
IRSC Information Call Center
1-866-792-4772

www.irsc.edu
IRSC OVERVIEW

INDIAN RIVER STATE COLLEGE is a public, comprehensive college with a nationally recognized commitment to helping students succeed. The College was selected out of 1,000 colleges nationwide as a Finalist with Distinction for the prestigious 2017 Aspen Prize for Excellence and has been designated an Achieving the Dream™ college for support of students from enrollment to employment. Over 30,000 people enroll in IRSC courses each year, attracted by the College’s combination of quality, convenience and affordable tuition. IRSC is designated as the 3rd Most Affordable College in the country by the U.S. Department of Education, and students benefit from many scholarship and financial aid opportunities.

Every aspect of IRSC is focused on helping students succeed with small classes, an array of student support services, convenient campuses, and online courses. IRSC offers over 100 programs, including Bachelor’s degrees, Associate in Arts degrees for continuing education at IRSC or a university, Associate in Science degrees for in-demand careers after two years of training, short-term certificate programs and Quick Job Training.

EA/EO Statement

Indian River State College provides equal employment and educational opportunities to all without regard to race, color, national origin, ethnicity, sex, pregnancy, religion, age, disability, sexual orientation, marital status, veteran status, genetic information, and any other factor protected under applicable federal, state, and local civil rights laws, rules and regulations. The following person has been designated to handle inquiries regarding non-discrimination policies:

Adriene B. Jefferson, Equity Officer & Title IX Coordinator
IRSC Main Campus • 3209 Virginia Ave. • Fort Pierce, FL 34981
(772) 462-7156
ACCREDITATION

The programs in dental assisting, dental hygiene and dental laboratory technology are accredited by the Commission on Dental Accreditation and have been granted the accreditation status of “approval 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 the address below:

Commission on Dental Accreditation
211 East Chicago Ave.
Chicago, IL 60611 – 2678
Telephone (312) 440-4653
http://www.ada.org/100.aspx

In addition, the College Catalog and program websites are readily available and accurately depict:

a. purpose and goals of the program(s);
b. admission requirements and procedures;
c. degree and program completion requirements;
d. faculty, with degrees held and the conferring institution;
e. tuition, fees, and other program costs including policies and procedures for refund and withdrawal;
f. financial aid programs;
g. national and/or state requirements for eligibility for licensure or entry into the occupation or profession for which education and training are offered;
h. skill and competencies that students will need at the time of admission to the program.

www.irsc.edu
www.ada.org
www.adex.org
www.adha.org
www.danb.org
www.nadl.org
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## Forms

- Infectious Disease Form ........................................................................... 15
The following items are found in the *Health Science Division Student Handbook*.

(This list has been updated as of 1/18.)

1. Health Science Division Purpose Statement
2. Health Science Statement of Ethics
3. Health Science Plagiarism Regulation
4. Email/Contact Information
5. Health Science Use of Electronic Regulation
6. Health Science Confidentiality Statement
7. Health Science Grading
8. Health Science Retention Regulation
9. Health Science Probation Regulation
10. Health Science Readmission and Dismissal Regulation
11. Health Science Complaint Guidelines
12. Health Science Liability, Accident and Insurance Regulation
13. Health Requirements
14. Indian River State College Health Science Post Exposure Protocol
15. Health Science Background Check Regulation
16. Health Science Substance Abuse Regulation
17. Health Science Dress Code/Professional Standards
18. Health Science Student Parking Regulation
Purpose Statement, Goals and Philosophy

Purpose Statement

The Indian River State College Dental Assisting Technology and Management program responds to students by cultivating student success.

Program Goals

1. Comprehensively prepare the student to achieve competence in all components of dental assisting.
2. Update, revise or modify curriculum as identified by students, faculty, college administrators and dental professionals.
3. Provide academic and clinical settings which stimulate student learning by providing state-of-the-art dental equipment.
4. Provide clinical experiences assisting a dentist as an integral part of the educational program designed to perfect the student’s competence in performing dental assisting functions.
5. Maintain dental assisting national board results, which equal or exceed the national average.
6. Assist students in employment prior to and following completion of the program.
7. Ensure that equal educational opportunities are available for all students regardless of color, nationality, ethnicity, gender, religion, age, disability, sexual orientation, marital status, veteran status or genetic information.
8. Organize and maintain an advisory committee, which consists of persons actively engaged in or supporting the practice of dental assisting.
9. Provide a standard of care for dental patients, as well as, provide a safe workplace for students and monitor risk management protocols.

Program Philosophy

The Indian River State College Dental Assisting Technology and Management program is student centered. This program and its faculty are dedicated to helping students gain knowledge and acquire professional skills in order to attain a meaningful position in a highly regarded field. The Dental Assisting curriculum creates an environment in which students are stimulated to learn, to grow personally, to develop decision-making and problem solving skills and to stimulate creative and independent thinking. Along with understanding procedures and mastering manipulative skills, the dental assistant must be in excellent health, maintain a professional appearance and demonstrate positive and good communication skills. The program will strive to the demands of the profession and the community by completing competent and committed persons willing and able to contribute to high quality patient care.
Dental Assisting Technology & Management
Associate In Science Degree
(70 Credits)
Dental Assisting Technology And Management
Applied Technology Diploma
12 Month Program
(50 Credits)

Dental Assistant

The dental assistant is responsible for disinfection of the treatment rooms, sterilization of instruments, tray set-ups, manipulation of dental materials, anticipating the procedure needs of the dentist by transferring instruments and materials, working with patients to make them comfortable, performing expanded functions directly on the patient and pre and post-operative instructions.

Application Checklist

Note: Necessary forms are located at the end of the Dental Assisting section of this application booklet.

1. Complete Indian River State College Application for Admission @ www.irsc.edu.

2. Complete the Health Science Program Application online and pay a $30 application fee by application deadline, first Monday in June.


4. Request high school, former school and/or college(s) to forward official transcript(s) to the Admissions Office at IRSC. (Must be received by application deadline.)

5. Attend a Dental Assisting Information session.

6. Read, sign and submit the Infectious Disease form.

If accepted, students will be asked to submit a Medical Examination by a licensed physician with proof of immunizations, criminal background check and drug screen.

For additional information or questions concerning the program, contact Zulihana Pascual via email at zpascual@irsc.edu.

Completion of this checklist alone does not guarantee acceptance to the Dental Assisting Technology & Management program. Students are selected on a competitive basis.
Introduction

The following Dental Assisting Technology & Management program is offered through the IRSC Health Science Division. All applicants enter the program through a Selective Admissions process. Contact Educational Services, any IRSC Campus, or the Health Sciences at (772) 462-7550, or toll-free at 1-866-792-4772 ext.7550, for additional information.

NOTE: If at any time during the application process you have a change of address or need to update other personal information, submit this information to the Educational Services Division and to the Health Science Division by supplying original documentation to be copied (e.g., driver license, or adoption papers) in person, or at any IRSC campus. This will expedite notification of acceptance status.

Application Process

Any candidate who wishes to be considered for the Associate in Science Degree in Dental Assisting Technology and Management at Indian River State College should review the procedures outlined in the Dental Assisting section of this booklet. It is the applicant’s responsibility to ensure that the process is complete.

Applicants must complete the procedures outlined on the checklist on page 2. The required forms and applications are included in this application booklet.

It is the student's responsibility to see that admission requirements are met and received at the College by the deadline. No notices will be sent.

Process For Applying Online

1. Go to the IRSC website at www.irsc.edu
2. Click Register & Pay and then sign in to MyIRSC
3. Sign in using your Student ID and pin number
4. Go to Registration (blue menu bar) and select Health Science Application
5. Place a check mark in the I Agree statement
6. In the Health Science Program box, select Dental Assisting.
   Application Deadline: this automatically fills in the program deadline date.
7. Select Submit. Select OK
8. Select Pay Fee Now and then PAY NOW
9. Select process for payment
10. Select $30 application fee
11. Enter credit card details
12. Submit Payment

Students can log into MYIRSC at www.irsc.edu to check the status of their application
Information Sessions

Students interested in applying to any health science program must plan to attend the appropriate, regularly scheduled, program information session for direction and assistance with the application process. The information session addresses any questions or concerns prospective applicants may have. The session also assists students in understanding how to achieve a “qualified” applicant status. Students should plan to attend an information session prior to the application deadline date. No reservations or fees are required to attend.

Dental Assisting Information Sessions are held at the Main Campus in Fort Pierce
Mary L. Fields Health Science Center (H Building)
Check the online schedule for exact dates
Room H307
4:00 p.m.

Application Deadline Date

First Monday in June  Program begins Fall

Applicant Review

Final consideration for admission into the Dental Assisting program will be based upon the Health Science Admissions Committee review and scoring of the following criteria:

1. Must be 18 years or older.
2. IRSC Admission status must be complete (receipt of all transcripts).
3. College GPA must be a 2.0 or higher.
4. IRSC Health Application must be filed and paid.
5. Signed Infectious Disease form

All of the above criteria must be met or the applicant file will not be reviewed.

Criteria For Selection

Students are selected based on a point system. Applications earn points for the following courses:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Grade</th>
<th>Credits</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC1101</td>
<td></td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Courses completed with a C or better receive 1 point

- Humanities
- Natural Science/Mathematics
- Social Science
- General Education
- GPA

Total

Point Scale
A=4
B=3
C=2

Note: Meeting admission criteria does not guarantee acceptance into the program. Students are selected on a competitive basis.
Acceptance Into Program

The top twenty applicants will be sent a provisional letter of acceptance through RiverMail. Students must submit a non-refundable $100 fee to cover costs related to a drug screen test and a background investigation report including Fingerprinting/Criminal Background Inquiry.

Students will be required to submit proof of health insurance and a completed physical and immunization form. Students will not be admitted or able to register for classes until all required documentation is complete. A mandatory orientation will be held to inform all accepted applicants of requirements.

Latex Advisory – For those individuals with sensitivities, applicants must be aware that latex-based products may be used in all health care facilities.

Non-Acceptance Into Program

Applicants who do not qualify for the program will be notified and may call the Office of the Dean of Health Science (772) 462-7550 for clarification on how to strengthen their application.

Drug Screening & Criminal Background Check

Refer to the IRSC website at www.irsc.edu. Click Programs & Careers. In the Divisions box, click Health Sciences/How to Apply. In the Handbooks/Forms box, click Background Check/Drug Screening Requirements.

Health/Medical Record

After acceptance into the program a copy of the Physical Examinations Form will be provided in the provisional acceptance notification package. A completed physical exam form must be submitted and approved. This physical examination form is to include results from a physical examination and laboratory tests including immunization records.

Applicants who do not meet the standards of good physical and mental health, as required by clinical facilities for safe patient care, may reapply and be considered for application to a Health Science program after resolution of the health problem. An updated health record, verified by a licensed physician or an ARNP must be submitted. Students must submit proof of personal health insurance coverage.

Student Drug Screen, Background Check and Medical Records

When submitted, these records will become the property of the College, and will not be available for copying or for use to meet the requirements of outside employers. Students who are out of the program for six months or more must submit new records.

Refer to the IRSC Student Handbook/Planner.
Financial Aid/Scholarships

Financial Aid (grants, loans, work-study) is available to those who qualify. Complete the FAFSA and IRSC Supplemental Financial Aid Application to determine eligibility. For more information, contact the IRSC Financial Aid Office at (772) 462-7450 or toll free at 1-866-900-3243 (FAID).

Scholarships designated for students in the Health Science programs may also be available. Health Science Scholarship Applications are available at www.irscfoundation.org. The application deadline for all Health Science Scholarships is during the month of May.

For more information contact the IRSC Foundation office at (772) 462-4786, or toll-free at 1-866-792-4772, ext. 4786.

Expected Learning Outcomes

1. Develop knowledge, skills, attitudes and values necessary for success in management and leadership positions in a variety of business, governmental, educational and nonprofit settings.

2. Demonstrate advanced professional and educational capabilities using appropriate interpersonal, written communication and critical thinking skills that are required for successful performance and progress in an organization.

3. Acquire knowledge through the application of principles of sound research designs to critical evaluation of academic literature related to dental management.

4. Exhibit leadership with the ability to be a change agent within an organization and the business community.

5. Integrate appropriate technology into the leadership, management and decision making process.

6. Demonstrate personal, professional and ethical responsibility in all managerial and organizational decision making.

Program Purpose Statement

To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains as performed by Certified Dental Assistants.

Program Outcomes

Demonstrate safe and competent interventions, data collection and modifications to plan of care in the role as a dental assistant. Demonstrate professional attitudes and values and an understanding of the ethical/legal principles in all interactions as a dental assistant. Effectively communicate healthcare related data, reports, projects and case studies through oral presentations or written reports.
Program Competencies

The following knowledge and skills are those necessary for the competent practice of dental assisting.

1. Competency in the knowledge and skill required to systemically collect diagnostic data:
   a. medical and dental history
   b. vital signs
   c. extra/intra oral examinations
   d. dental charting
   e. radiographs
   f. preliminary impression
   g. study casts
   h. occlusal registration

   DES 1800/1800L: Introduction to Clinical Procedures and Lab; DES 1200/1200L: Dental Radiography and Lab; DES 1100/1100L: Elements of Dental Materials and Lab; DES 1832/1832L: Expanded Functions I and Lab; DEA 1805/1805L: Clinical Practice I and Lab; DEA 1855/1855L: Clinical Practice II and Lab;

2. Competency in the knowledge and skill required to perform a variety of clinical supportive treatment:
   a. manage infection control and hazard control protocol consistent with published professional guidelines
   b. prepare tray set-ups
   c. prepare and dismiss patients
   d. apply current concepts of dental assisting
   e. assist with and/or apply topical fluorides
   f. assist with and/or place and remove rubber dam
   g. assist with and/or apply fluoride agents
   h. provide oral health instructions
   i. provide post-operative instructions provided by the dentist
   j. maintain accurate patient treatment records
   k. maintain treatment area
   l. assist in the management of medical and dental emergencies
   m. administer cardiopulmonary resuscitation
   n. fabricate custom trays
   o. clean and polish removable appliances and prostheses
   p. fabricate provisional restorations

   DES 1800/1800L: Introduction to Clinical Procedures and Lab; DEA 1028/1028L: Preclinical Orientation and Lab; DES 1840/1840L: Preventive Dentistry and Lab; DES 1832/1832L: Expanded Functions I and Lab; DEA 1805/1805L: Clinical Practice I and Lab; DEA 1855/1855L: Clinical Practice II and Lab; DES 1600: Health Office Emergencies; DES 1833/1833L: Expanded Functions II and Lab; DES 1100/1100L: Elements of Dental Materials and Lab
3. Competency in the knowledge and skill required for business office procedures:
   a. manage telephone
   b. control appointments
   c. perform financial transactions
   d. complete third party reimbursement forms
   e. maintain supply inventory
   f. manage recall systems
   g. operate business equipment to include computers

   DES 2502/2502L: Dental Office Management and Lab

4. Competency in the knowledge and skill required for expanded procedures:
   a. pit and fissure sealants
   b. suture removal
   c. placement/removal of temporary fillings
   d. placement of a base, liner, varnish
   e. placement/removal of retraction cord
   f. placement/removal of periodontal dressing
   g. cementing temporaries
   h. removal of excess cement
   i. placement/removal of matrices
   j. orthodontics procedure

   DES 1832/1832L: Expanded Functions I and Lab; DES 1833/1833L: Expanded Functions II and Lab; DEA 1931: Orthodontic Expanded Functions

5. Knowledge of the following:
   a. dental materials
   b. oral anatomy
   c. dental radiography
      1. bite wing radiographs
      2. periapical radiographs
      3. panalipse
      4. digital radiographs
   d. radiation safety

   DES 1100/1100L: Elements of Dental Materials and Lab; DES 1020: Head, Neck and Dental Anatomy; DES 1200/1200L: Dental Radiography and Lab

6. Knowledge of the following:
   a. general dentistry
   b. specialty procedures
   c. practice management
   d. chairside assisting
   e. dental related environmental hazards
   f. oral health education
g. management of dental and medical emergencies  
h. legal and ethical aspects of dentistry

DEA 1028/1028L: Preclinical Orientation and Lab; DEA 1805/1805L: Clinical Practice I and Lab; DEA 1855/1855L: Clinical Practice II and Lab; DES 1800/DES 1800L: Introduction to Clinical Procedures and Lab; DES 1840/1840L: Preventive Dentistry and Lab; DES 1600: Health Office Emergencies; DES 1832/1832L: Expanded Functions I and Lab; DES 1833/1833L: Expanded Functions II and Lab; DES 1051 Nitrous Oxide Monitoring

7. Patient Care Services

a. comprehensive care of patients  
b. quality assurance program  
c. patient rights  
d. treatment needs

DEA 1028/1028L: Preclinical Orientation and Lab; DEA 1805/1805L: Clinical Practice I and Lab; DEA 1855/1855L: Clinical Practice II and Lab
Job Outlook

Job prospects for dental assistants should be excellent. Employment is expected to grow much faster than average for all occupations through the year 2022. In addition to job openings due to employment growth, numerous job openings will arise out of the need to replace assistants who transfer to other occupations, retire, or leave for other reasons.

Population growth and greater retention of natural teeth by middle-aged and older people will fuel demand for dental services. Older dentists are leaving the occupation and will be replaced by recent graduates, who are more likely to use one or even two assistants. In addition, as dentists’ workloads increase, they are expected to hire more assistants to perform routine tasks, so that they may devote their own time to more complex procedures.

Source – http://www.bls.gov/ooh/healthcare/dental-assistants.htm#tab-6

Where do Dental Assistants work?

Since many dentists employ two or more dental assistants, employment opportunities in this field are excellent. The types of practice settings available to dental assistants include:

- solo dental practices (practices with only one dentist);
- group practices (practices with two or more dentists);
- specialty practices, such as oral and maxillofacial surgery (removal of teeth and correction of facial deformities), orthodontics and dentofacial orthopedics (straightening teeth with braces or other appliances), endodontics (root canal treatment), periodontics (treatment of gum problems), prosthodontics (replacement of lost teeth) and pediatric dentistry (treatment of children);
- public health dentistry, including settings such as schools and clinics which focus on the prevention of dental problems within entire communities;
- hospital dental clinics, assisting dentists in the treatment of bedridden patients; and
- dental school clinics, assisting dental students as they learn to perform dental procedures.

Other career opportunities for Dental Assistants include

- insurance companies, processing dental insurance claims;
- vocational schools, technical institutes, community colleges, state colleges, dental schools and universities, teaching others to be dental assistants (which may require associate or baccalaureate college degrees); and
- dental product sales representatives
- dental receptionist
- dental office manager

Source: www.ada.org.
## Performance Standards For Dental Assisting

### PERFORMANCE STANDARDS
For Admission, Progression and Graduation
In Florida Dental Assisting Programs

Successful participation and completion of a Dental Assisting Program requires that an applicant be able to meet the demands of the program. Dental assisting students must be able to perform academically in a safe, reliable and efficient manner in classrooms, laboratory and clinical situations. The student must also demonstrate behaviors, skills and abilities to be in compliance with legal and ethical standards as set forth by the American Dental Assistants Association Code of Ethics.

All Florida Dental Assisting Programs are committed to the principle of diversity. This program is open to all qualified individuals who apply and complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Throughout the program, students will be acquiring the fundamental knowledge, attitudes, skills and behaviors that will allow them to successfully complete the program of study and to function as a Certified Dental Assistant. Those attitudes, behaviors, and skills that a person working as a Certified Dental Assistant must possess to practice safely on the job are reflected in the standards that follow.

Students working toward Certification in Dental Assisting must be able to meet these minimum standards, with or without reasonable accommodation, for successful completion of their formal training.

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<tr>
<th>STANDARD</th>
<th>GENERAL PERFORMANCE STATEMENT</th>
<th>ESSENTIAL FUNCTION</th>
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<tr>
<td>Motor Skills</td>
<td>With or without reasonable accommodation, the student should be able to:</td>
<td>IT IS REQUIRED THAT THE STUDENT:</td>
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<td>Demonstrate a high degree of manual dexterity and the ability to execute motor movements</td>
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<td>reasonably required to provide general treatment and emergency care to patients, adequate</td>
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<td>strength and ability to perform lifting and patient transfers into a dental chair; the</td>
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<td>ability to maneuver with functional coordination and mobility in small spaces, as well as</td>
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<td>be sedentary for several hours at a time.</td>
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<td>Be independent in mobility to move quickly in and around the classroom, laboratory,</td>
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<td>and the clinical operatory.</td>
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<td>- Provide for patient safety and well being in positioning of dental chair, dental</td>
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<td>light and x-ray equipment.</td>
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<td>- Quickly move from different positions, as required, to perform chairside clinical</td>
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<td>skills as well as be prepared to administer emergency care procedures.</td>
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<td>- Exhibit sufficient manual dexterity to manipulate and control small motor driven</td>
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<td>equipment.</td>
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<td>- Perform instrument transfer using only fingers, wrist and elbow.</td>
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<td>- Perform skills with hand instruments during patient care.</td>
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<td>- Perform complex motor tasks necessary to take alginate impressions, make</td>
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<td>temporary crowns, take intraoral radiographs, and execute other specialty functions</td>
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<td>as required.</td>
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<td>- Move adequately from sterilization, reception room, business office, x-ray rooms</td>
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<td>and clinical operatories.</td>
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<td>- Successfully complete a CPR certification course.</td>
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<td>STANDARD</td>
<td>GENERAL PERFORMANCE STATEMENT</td>
<td>ESSENTIAL FUNCTION</td>
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<tr>
<td>Interpersonal</td>
<td>With or without reasonable accommodation, the student should be able to:</td>
<td>IT IS REQUIRED THAT THE STUDENT:</td>
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<td></td>
<td>Demonstrate the ability to relate to others verbally beyond giving and receiving instruction, and to cooperate with people from a variety of social, emotional, intellectual, religious, and cultural backgrounds.</td>
<td>Develop a concern for others, such as classmates, staff, patients, and faculty.</td>
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<td>- Cooperate with others and be able to work as a team member.</td>
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<td>- Acquire the ability to maintain poise and flexibility in stressful or changing conditions.</td>
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<td>- Recognize and respond appropriately to individuals of all ages, genders, races, sexual preferences, socio-economic, religious and cultural backgrounds.</td>
</tr>
<tr>
<td>Self Care</td>
<td>Demonstrate the ability to maintain general good health and self-care in order not to jeopardize the health and safety of self and individuals with whom one interacts with in the academic and clinical setting.</td>
<td>Maintain personal hygiene.</td>
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<td>- Demonstrate safety habits and work area neatness.</td>
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<td>- Comply with industry health and safety standards, OSHA guidelines, and material safety data.</td>
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<td>- Maintain a lifestyle that is consistent with one’s educational and professional requirements.</td>
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<td>Critical Thinking</td>
<td>Demonstrate critical thinking and ethical decision making ability under stressful conditions, and to apply quick reaction time in an emergency situation.</td>
<td>Apply critical thinking processes to solve work related problems in the classroom and in a clinical setting.</td>
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<td>- Exercise sound, problem solving decisions in class, laboratory and clinic situations.</td>
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<td>- Follow safety procedures established for each class, laboratory and clinic.</td>
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<td>- Identify problems and consider alternatives and consequences of each alternative.</td>
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<td>- Be able to self-evaluate and strive to improve technical skills.</td>
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<td>- Take action and be responsible for that decision.</td>
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<tr>
<td>Organizational Skills</td>
<td>Demonstrate the ability to handle multi-tasks simultaneously and to operate in a logical, sequential, and orderly manner.</td>
<td>Organize required classroom assignments, laboratory work, and extra-curricular activities each semester into a realistic workable schedule that will facilitate student learning and success.</td>
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<td>- Anticipate and prioritize tasks to be done in the patient care setting.</td>
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<tr>
<td>STANDARD</td>
<td>GENERAL PERFORMANCE STATEMENT</td>
<td>ESSENTIAL FUNCTION</td>
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<tr>
<td>Intellectual Abilities</td>
<td>With or without reasonable accommodation, the student should be able to:</td>
<td>IT IS REQUIRED THAT THE STUDENT:</td>
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<td>Demonstrate the ability to read, write, speak and understand English at a level consistent with successful course completion and with the development of positive patient-student relationships.</td>
<td>Comprehend and assimilate verbal and written program / course materials.</td>
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<td>- Perform simple and repetitive tasks.</td>
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<td>- Learn to reconcile conflicting information.</td>
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<td>- Use proper punctuation, grammar, spelling in written work that is neat and legible.</td>
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<td>- Follow verbal and written instructions at a 75% or better level of competency.</td>
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<td>Commitment to Learning</td>
<td>Demonstrate a positive attitude toward decision-making policies and program operating rules and procedures, as applied, as well as learn new concepts and abilities within the program’s operational policies and methods.</td>
<td>Demonstrate initiative, motivation and a willingness to learn.</td>
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<td>- Complete reading assignments and other activities in a timely manner.</td>
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<td>- Complete all work without resorting to cheating or plagiarism.</td>
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<td>- Attend all class, laboratory and clinicals, as assigned.</td>
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<td>- Be consistently punctual to all classes, laboratories and clinical assignments.</td>
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If a student cannot demonstrate the skills and abilities identified above, it is the responsibility of the student to request an appropriate accommodation. The program will provide reasonable accommodation as long as it does not fundamentally alter the nature of the program offered and does not impose an undue hardship such as those that cause a significant expense, difficulty or are unduly disruptive to the educational process.
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Infectious Disease Protocol

HEALTH SCIENCE STUDENTS DOING HEALTH CARE WORK

The risk of contracting an infectious disease is greater for the healthcare worker than the general public. However, recommendations for the control of infectious diseases will effectively prevent their spread. Because of the epidemiologic and immunologic link between TB, HIV and AIDS, persons co-infected with HIV and TB have an increased risk of developing active TB.

1. Sharp items, (needles, scalpel blades and other sharp instruments) shall be considered as potentially infective and be handled with extraordinary care to prevent accidental injuries. Proper disposal of sharp items according to OSHA guidelines shall be followed.

2. Disposable syringes and needles, scalpel blades and other sharp items should be placed in puncture resistant containers located as close to practical to the area in which they were used. To prevent needle stick injuries, needles shall not be recapped, purposely bent, broken, removed from disposable syringes or otherwise manipulated by hand.

3. When the possibility of exposure to blood or other body fluid exists, routinely recommended universal precautions should be followed. The anticipated exposure may require gloves alone, as in handling items soiled with blood or other body fluids, or may also require gowns, masks and eye coverings when performing procedures or post-mortem examinations. Hands should be washed thoroughly and immediately if they accidentally become contaminated with blood or body fluids.

4. To minimize the need for emergency mouth-to-mouth resuscitation, mouth-pieces, resuscitation bags or other ventilation devices should be located and available for use in areas where the need for resuscitation is predictable.

5. Pregnant health science students engaged in health care are not known to be at greater risk for contacting infectious diseases than students who are not pregnant. However, if a student develops an infection during pregnancy, an infant has an increased risk of infection through prenatal or perinatal transmission. Because of this risk, pregnant students should be especially familiar with precautions to prevent contracting infectious diseases.

6. For health science students engaged in health care who have been diagnosed as HIV positive, there is an increased danger from infection due to disease. Students who are HIV infected are at risk of acquiring or experiencing serious complications of such diseases. Of particular concern is the risk of severe infection following exposure to patients with easily transmitted infectious diseases (e.g. tuberculosis or chicken pox). HIV infected students will be counseled about potential risk associated with exposure to or taking care of patient with transmissible infections and should continue to follow universal precautions to minimize their risk of exposure to other infectious agents.

7. All health science students will receive an annual Tuberculosis screening. Participation in patient care services is contingent on a negative PPD. In the event of a positive PPD reading, the student must submit a Chest Radiograph as part of the initial evaluation. Current CDC guidelines will be followed regarding further evaluation and management.

8. The determination of whether a student with an infectious disease should be excluded from providing health care shall be made on a case-by-case basis by the student’s physician and the appropriate college officials.

9. Students who are exposed to infectious body fluids in the clinical area must report to the instructor immediately. If at a clinical site, the health care agency shall be notified and the agency protocol for such exposure followed. Additionally, a report must also be submitted to the college Health & Wellness Center via the instructor and the College Post Exposure Protocol will be discussed with the student.

10. In the event of exposure to infectious body fluids occurring either during clinical practicum or classroom practice of medical procedures, the source person and exposed individual will be requested to submit to baseline testing for HBV, HIV, PPD and RPR as appropriate.

Name________________________________________  SID ______________________________
(Print)

Signature ____________________________ Date ____________________________