

# School of Health Science Dental Hygiene Program

**Ivy Tech Community College  
of  
Indiana**

220 Dean Johnson Blvd  
South Bend, IN 46601

<http://www.ivytech.edu/apply-now.html>

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## **2012 Program Overview & Application Process**

**NON-DISCRIMINATION AND EQUAL OPPORTUNITY POLICY**

Ivy Tech Community College provides open admission, degree credit programs, courses and community service offerings, and student support services for all persons regardless of race, color, creed, national origin, religion, sex, physical or mental disability, age or veteran status. The College also provides opportunities to students on the same non-discriminatory opportunity basis. Persons who believe they may have been discriminated against should contact the campus affirmative action officer, Director of Human Resources, or Dean of Student Affairs.

**BOOKLET DISCLAIMER**

This booklet is intended to supply accurate information to the reader. The College reserves the right to change the Program and course requirements; however, every effort will be made to inform students of any program changes. This handout and its provisions are not in any way a contract between an applicant and the College.

**BLOODBORNE PATHOGEN POLICY**

**Policy Regarding Faculty, Staff or Students Who Have Infectious Disease**

It is the policy of the Dental Hygiene Program that any student enrolled in the program, faculty teaching in the program, staff member or student applying to the program who poses a risk of transmitting an infectious agent should consult with the appropriate health care professionals to determine whether providing professional services would represent any material risk to the patient. If such a risk is possible, the faculty or student will not be allowed to engage in any professional activity that would create a risk of transmission of disease to others.

All procedures regarding this policy will ensure confidentiality of information in accordance with HIPAA guidelines.

## **INTRODUCTION**

**This packet introduces you to the application process for the Dental Hygiene Program at Ivy Tech Community College**

## **ACCREDITING ORGANIZATIONS**

North Central Association of Colleges and Schools  
30 North LaSalle Street, Suite 2400  
Chicago, IL 60602-2504  
Phone: 312-263-0456

Commission on Dental Accreditation  
American Dental Association  
211 East Chicago Avenue  
Chicago, IL 60611

## **PURPOSE**

The purpose of the dental hygiene programs is to provide education leading to an Associate of Science in Dental Hygiene degree. Upon successful completion of the program, graduates are eligible to apply to take the Dental Hygiene National Board examination and any regional or state clinical licensing exam which are required to obtain state licensure as a Licensed Dental Hygienist.

## **Dental Hygiene Program Mission Statement**

The goal of the dental hygiene programs at Ivy Tech Community College is to advance the mission of the college by providing quality educational programs which will graduate competent oral health professionals who through critical thinking, ethical decision making and lifelong learning will meet the preventive dental needs of the diverse communities we serve.

### **Who Is the Dental Hygienist?\***

Dental hygienists are licensed oral health professionals who focus on preventing and treating oral diseases—both to protect teeth and gums, and also to protect patients' total health. They are graduates of accredited dental hygiene education programs in colleges and universities, and must take written and clinical exams before they are allowed to practice. In addition to treating patients directly, dental hygienists also work as educators, researchers, and administrators.

### **What Do Dental Hygienists Do?**

Each state has its own specific regulations and the range of services performed by dental hygienists varies from one state to another. As part of dental hygiene services, dental hygienists may:

- perform oral health care assessments that include the review of patients' health history, dental charting, oral cancer screening, and evaluation of gum disease / health;
- expose, process, and interpret dental radiographs (x-rays);
- remove plaque and calculus (“tartar”) from above and below the gumline using dental instruments;
- apply cavity-preventive agents such as fluorides and sealants to the teeth;
- administer local anesthetic and / or nitrous oxide analgesia;
- educate patients on proper oral hygiene techniques to maintain healthy teeth and gums;
- counsel patients about plaque control and developing individualized at-home oral hygiene programs;
- administer smoking cessation programs; and
- counsel patients on the importance of good nutrition for maintaining optimal oral health.

### **Where Do Dental Hygienists Work?**

Clinical dental hygienists may work in a variety of health care settings such as private dental offices, schools, public health clinics, hospitals, managed care organizations, correctional institutions, nursing homes or in a corporate environment. In addition to the clinical role, dental hygienists may also work in an administrative capacity in any of the above locations.

### **What Does the "RDH" Designation Mean?**

The "RDH" means Registered Dental Hygienist. The RDH credential identifies a dental hygienist as a licensed oral health professional. State licensure requirements typically indicate that a dental hygienist must graduate from an accredited dental hygiene education program, successfully pass a national written examination, and a state or regional clinical examination. (In Indiana, the designation LDH [Licensed Dental Hygienist] utilizes instead of RDH.)

Important Facts about Dental Hygienists: American Dental Hygienists' Association website accessed July 26, 2007.

## ADMISSION PROCESS

Fifteen (15) students will be accepted annually into the dental hygiene program. The program will begin in the fall semester of each year. Applicants will be selected based upon a points system described in this packet.

**Deadline for submitting application and all supporting materials: April 5, 2012**

**Applicants must complete all the following requirements to be considered for admission into the dental hygiene program. Incomplete applications will not be considered for admission.**

- I. **General College Admission Requirements:** Achieve admission into the College by meeting Ivy Tech Community College admission requirements. Contact the Office of Student Affairs for an enrollment packet or apply online at <http://www.ivytech.edu/apply-now.html> **NOTE:** Admission to Ivy Tech does not guarantee admission to the dental hygiene program.
  - A. Applicants must complete the Ivy Tech Community College COMPASS assessment *or* provide documented evidence of program level readiness. Applicants must complete any indicated skill advancement course as evidenced by the COMPASS scores, prior to enrolling in any general education course.
  - B. Documentation of program level readiness includes:
    1. ACT scores
    2. SAT scores
    3. Prior transcripts
- II. **Application process to the dental hygiene program:**
  - A. Complete an application for the Dental Hygiene Program. Obtain copies of all your unofficial college transcripts and include them with your admission application. Submit your TEAS test results with your application. Mail or hand deliver your unofficial transcripts, TEAS test results and application by the deadline of **April 5, 2012** for admission in August. Applications and unofficial transcripts can be mailed to:

Ivy Tech Community College  
School of Health Sciences  
Dental Hygiene Program  
220 Dean Johnson Blvd  
South Bend, IN 46601-3415

- B. Submit official transcript(s) from **all** colleges / universities (other than Ivy Tech) you have attended to the registrar by **April 5, 2012**. These cannot be hand delivered; they must be mailed to:

Ivy Tech Community College  
Office of the Registrar  
220 Dean Johnson Blvd  
South Bend, IN 46601-3415

- C. Register for and complete all portions of the version V TEAS test by **April 5, 2012**. The TEAS test V is administered by the Ivy Tech testing center. Please contact the testing center for information regarding costs, testing times, time limitations, subject areas covered, etc. for this test. The testing center is located in room 1230. A student can take the TEAS test twice within a 12 month period. The highest score achieved will be used for admission purposes. Submit your TEAS test results with your application.
- D. Attend a **required** Ivy Tech Community College Dental Hygiene Information Session. Please contact Dental Hygiene Program Chair for dates and times. All required Dental Hygiene Information Sessions will be held prior to **April 5, 2012**.
- E. Preference will be given to applicants who submit their application and required materials by the deadline stated above. The deadline may be extended if necessary.
- F. Provide proof (official college transcripts) that the following general education courses required for the dental hygiene program have been completed. Laboratory sciences must have been taken within 10 years of the entry date into the program. **With the exception of IVYT 1\*\*, all general education pre-requisite courses must be completed by the end of spring semester to be considered for admission for the fall dental hygiene class.**

ENGL 111	English Composition	3 cr
APHY 101	Anatomy and Physiology I	3 cr
APHY 102	Anatomy and Physiology II	3 cr
MATH111/118	Intermediate Algebra/Concepts in Mathematics*	3 cr
BIOL 211	Biology of Microorganisms	3 cr
CHEM 111**	Chemistry I	4 cr
COMM 101	Fundamentals of Public Speaking	3 cr
OR		
COMM 102	Interpersonal Communications	3 cr
IVYT 1***	Life Skills	1 cr

\*Please consult with program chair to determine proper math course placement.

\*\* MATH 035, or 043 or 136 is a pre-requisite for CHEM 111

\*\*\* Must be a 100 level IVYT course

- G. Applicants must be in good academic standing in the college to be considered for admission. (See “minimum grade point average” on page 15 in the Ivy Tech Community College Handbook).

III. Candidate Selection Process:

- A. Grades from the following pre-requisite courses will be used in the admission process and will count towards **75% of the admission points**:

ENGL 111	English Composition	3cr
APHY 101	Anatomy and Physiology I	3cr
APHY 102	Anatomy and Physiology II	3cr
MATH 118	Concepts in Math	3cr
BIOL 211	Biology of Microorganisms	3cr
CHEM 111	Chemistry I	4cr

- B. Points will be assigned for grades earned in the above six (6) classes.

A = 30 points
B = 20 points
C = 10 points

- C. Points received on the **TEAS test version V will count the remaining 25%** of the admission points.

- D. Rank order of applicants: Applicants will be rank ordered (highest to lowest score) by summing the following scores:
1. Points allotted to the grades of the completed required general education prerequisite courses (75%).
  2. Points acquired on the TEAS test (25%).
  3. The fifteen applicants having the highest scores will be offered admission to the program.
  4. The next five applicants beyond those offered admission will be ranked as alternates and offered admission in the event any of the selected applicants elect not to enroll in the program.
  5. In the event of a tie, the following criteria will be applied **ONLY** to the candidates who are tied for a given position:
  6. A bonus point will be added to the score if a candidate is a Certified Dental Assistant. Only candidates who achieved CDA certification by graduating from an Accredited Dental Assisting Program and passing the DANB will be awarded this bonus point. Candidates will be required to submit evidence of graduation from an Accredited Program and current CDA certification.
    - a. If there is still a tie after the above process is followed, the total points received on the science prerequisite courses will be used to break the tie (by totaling the points received for grades in APHY 101, 102, CHEM 111 and BIOL 211). The individual who received the highest number of points on the above science prerequisite courses will be offered a position in the class.
    - b. If there is still a tie after “a”, the total points achieved on the TEAS test will be used to break the tie, and the individual who received the highest score on the TEAS test will be offered a position in the class.
- E. Applicants are responsible for ensuring that each of the above admission requirements are on file with the Dental Hygiene Program Chair by **April 5, 2012**.

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IV. Reapplication Process

- A. Students who are not selected for the program may reapply for the next class.
- B. The entire application must be resubmitted, including attendance at the next information session with each new application.
- C. Applicants who are not selected for the class are encouraged to meet with the program with the program chair prior to re-applying for admission.

**INSTRUCTIONS FOR APPLICATION TO THE  
DENTAL HYGIENE PROGRAM  
IVY TECH COMMUNITY COLLEGE**

All admission requirements must be completed by the the application deadline of **April 5, 2012**. Required prerequisite general education courses must be completed by the end of spring semester.

Please keep a copy of everything that you submit.

It is the applicants' responsibility to make sure everything is submitted to the Dental Hygiene Program Chair by the deadline.

Applicants will be notified of acceptance status by approximately June 15.

Fifteen (15) applicants will be selected for the program. Five (5) alternates will also be selected. Alternates will be ranked (1-5) and will be offered a seat in the class in the event any of the selected applicants elect not to enroll in the program.

## IMPORTANT INFORMATION:

1. **Admission into the dental hygiene program is contingent upon completion of a criminal background check and drug screening that meets the standards set forth by the College.** Refer to information below regarding this policy. The process for completing the criminal background check and drug screening will be provided to candidates selected for admissions. Completion of this process **IS NOT** required in order to apply to the dental hygiene program and **is only** required for those individuals offered admission into the program.
  - a. The Ivy Tech Community College School of Health Sciences requires Criminal Background Checks and Drug Screenings for all School of Health students who will participate in clinical education.
  - b. All students accepted into the dental hygiene program will be required to complete a Criminal Background Check and Drug Screening, provided by an outside vendor, at the student's expense within 30 days of receipt of the letter of acceptance. Completion of the screen is a condition of acceptance into the program. Background checks and drugs screenings must also be completed every year thereafter as a condition of continuing in the program. Failure to do so, by the assigned deadline each year, will result in forfeiture of the student's spot in the program.
  - c. The results of the Criminal Background Check and Drug Screening will be made available to the student and the school. Upon receipt, the program chair will review the results. Results will be maintained in the student's record, in a secure location. If positive findings are reported, the program chair will review the results with the Dean of the School of Health Sciences.
  - d. If the Program Chair and Dean determine that the results do not meet the standards set forth by the College, the offer for admission into the program will be rescinded.
  - e. The background check and drug screening will be conducted at least once per calendar year during the time the student is enrolled in the program. The same procedure outlined previously will be followed. If the findings do not meet the standard set forth by the College, the student will be unable to complete the clinical education component of the program, and therefore will not graduate from the dental hygiene program.
  - f. A clinical facility may request a copy of the background check records. The facility may also require a student to complete an additional background check per any addendum to the clinical contract agreed upon by the school and the clinical facility. Failure of the student to participate or allow disclosure in such a case will be counted as an unsuccessful attempt at placement.
  - g. The criminal background check and drug screening will be conducted once per calendar year, at a minimum. The college, dental hygiene program, and clinical agencies reserve the right to request more frequent testing, in accordance with college policy.
2. Past criminal convictions can negatively impact your eligibility to obtain a state license to practice dental hygiene. For specific information regarding your particular situation, please contact the State Board of Dentistry in the state you plan to apply for licensure.

## Dental Hygiene Curriculum

### Semester 1: (Pre-requisite classes) 13 Credit Hours

Course Number	Course Title	Credit Hours
ENGL 111	English Composition	3
APHY 101	Anatomy and Physiology I	3
MATH 118 <b>or</b> MATH 111	Concepts in Math Intermediate Algebra	3
COMM 101 <b>or</b> COMM 102	Fundamentals of Public Speaking Interpersonal Communications	3
IVYT 1**	Life Skills	1

### Semester 2: (Pre-requisite classes) 10 Credit Hours

Course Number	Course Title	Credit Hours
CHEM 111	Chemistry I Chemistry I ( <i>Must meet math pre-requisite: (1) Successful completion of a college level algebra course; (2) Test out of MATH 035 or MATH 043 as indicated by SAT, ACT or COMPASS test scores; (3) Completion of MATH 035 or MATH 043 as indicated by COMPASS test scores MATH 118 is not a sufficient math pre-requisite for CHEM 111.</i> )	4
APHY 102	Anatomy and Physiology II	3
BIOL 211	Biology of Microorganisms	3

### Semester 3: (Fall 1<sup>st</sup> year) 12 Credit Hours

Course Number	Course Title	Credit Hours
DHYG 101	Fundamentals of Dental Hygiene I	2
DHYG 102	Fundamentals of Dental Hygiene Clinical Technique Lab	2
DHYG 103	Dental Radiography	2
DHYG 104	Dental Anatomy	2
DHYG 105	Nutrition and Oral Health	2
DHYG 106	Oral Histology and Embryology	1
DHYG 107	Head & Neck Anatomy	1

### Semester 4: (Spring 1<sup>st</sup> year) 12 Credit Hours

DHYG 113	Dental Radiography Clinic I	1
DHYG 114	Dental Hygiene Clinic I	5
DHYG 120	Pharmacology	2

DHYG 121	Medical and Dental Emergencies	1
DHYG 122	General Pathology	1

**Summer Term: 5 credit hours**

DHYG 204	Pain Management	2
DHYG 228	Dental Hygiene Clinical Procedures	1
PSYC 101	Introduction to Psychology*	3

**Semester 5: (Fall 2<sup>nd</sup> year) 12 Credit Hours**

DHYG 224	Dental Hygiene Clinic II	5
DHYG 201	Community and Public Health Dentistry	2
DHYG 222	Oral Pathology	2
DHYG 201	Community and Public Health Dentistry	1
DHYG 109	Preventive Dentistry	1
DHYG 108	Periodontology	2

**Semester 6: (Spring 2<sup>nd</sup> year) 12 Credit Hours**

DHYG 234	Dental Hygiene Clinic III	6
DHYG 230	Clinic Seminar	2
DHYG 203	Dental Materials	2
DHYG 235	Community Oral Health Practicum	
SOCI 111	Introduction to Sociology*	3

\*May be taken prior to entering the dental hygiene program or while enrolled in the dental hygiene program.

## ESSENTIAL FUNCTIONS OF DENTAL HYGIENE STUDENTS

Qualified applicants are expected to meet all admission criteria and matriculating students are expected to meet all progression criteria, as well as these essential functions. **Students with documented need for accommodations are to meet with the campus Disabilities Support Services Representative.**

FUNCTIONS/ABILITY CATEGORY	REPRESENTATIVE ACTIVITY ATTRIBUTE
GROSS MOTOR SKILLS	Move within confined spaces of operatory Sit and maintain balance Stand and maintain balance Perform full range of body motion
FINE MOTOR SKILLS	Pick up objects with hands Grasp small objects with hands (e.g., instruments) Write with pen or pencil Key/type (e.g., computer) Pinch/Pick or otherwise work with fingers (e.g., transfer, retrieve instruments, materials, and equipment) Twist (e.g., turn objects/knobs using hands)
PHYSICAL ENDURANCE	Stand, sit, or combination of both for long periods of time (e.g., operative procedure) Sustain repetitive movements (e.g., CPR) Maintain physical tolerance (e.g., work entire day)
MOBILITY	Twist Bend Reach Stoop/squat Pull/push Move quickly (e.g., response to an emergency) Climb (e.g., ladders/stools/stairs) Walk
HEARING	Hear normal speaking level sounds (e.g., person-to-person report) Hear faint voices Hear in situations when not able to see lips (e.g., when masks are used)
VISUAL	See object up to 20 inches away (e.g., information on a computer screen) See objects up to 20 feet away (e.g., patient in a room) Use depth perception Use peripheral vision Identify color changes in skin Distinguish color intensity (e.g., flushed skin, paleness)
SMELL	Detect odors from patients (e.g., foul smelling oral cavity) Detect smoke Deter gasses or noxious smells
READING	Read and understand written documents (e.g., policies/protocol) Read digital displays (steam autoclave)
ARITHMETIC COMPETENCE	Tell time

	Use a calculator
<b>FUNCTIONS/ABILITY CATEGORY</b>	<b>REPRESENTATIVE ACTIVITY ATTRIBUTE</b>
EMOTIONAL STABILITY	Adapt effectively to environments with high tension to insure patient safety Respond quickly and in an emotionally controlled manner in emergency situations Provide emotional support to the patient and attend to the needs of the patient Maintains composure when subjected to high stress levels Focus attention on task Perform multiple responsibilities concurrently
ANALYTICAL THINKING	Transfer knowledge from one situation to another Process information Problem solve Prioritize tasks Use long term memory Use short term memory
CRITICAL THINKING	Identify cause-effect relationship Plan/control activities for other Synthesize knowledge and skills Sequence information
INTERPERSONAL COMMUNICATION	Negotiate interpersonal conflict Respect differences in patients Establish rapport with patients Establish rapport with-co-workers
COMMUNICATON SKILLS	Teach (e.g., patient/family about dental health care) Explain procedures Give oral reports (e.g., report on patient's condition to others) Interact with other (e.g., dental health care workers) Speak on the telephone Influence people Direct activities of others Convey information through writing

Adapted from Validation Study: "Functional Abilities Essential for Nursing Practice", National Council of State Boards of Nursing, Inc. 1996.



12. Have you previously applied to the Ivy Tech Dental Hygiene Program? \_\_\_\_yes \_\_\_\_no  
 If yes, what year? \_\_\_\_\_

13. Indicate all courses in which you are currently enrolled and courses which you plan to take for completion of the pre-dental hygiene curriculum. Do not include courses which are included on your transcript(s).

Course Title	Course Number	Credit Hours	Indicate expected date of completion

I hereby give permission to the Ivy Tech Dental Hygiene faculty to inspect my application and academic records.

\_\_\_\_\_ Date \_\_\_\_\_ Signature

I affirm that all information contained in this application is true and correct and that providing false information can be reason for being denied admission into the dental hygiene program or dismissal from the program.

\_\_\_\_\_ Date \_\_\_\_\_ Signature

Please return this application, TEAS test results and unofficial transcripts to:

Ivy Tech Community College  
 School of Health Sciences  
 Dental Hygiene Program  
 220 Dean Johnson Blvd  
 South Bend, IN 46601-3415

The completed application and all supporting materials must be received by **April 5, 2012** to be considered for the fall class. All transcripts including spring 2012 grades must be received by the Ivy Tech Dental Hygiene Program before an admission decision can be made.

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