

**Program Review**  
**Spring 2018**  
**Dental Assisting Certificate Program**

**Document 1 - Self-Evaluation Report**

**Description of the Department:**

The dental assisting program at the University of New Mexico - Gallup (UNMG) offers students the opportunity to earn a certificate in Dental Assisting Science. This is a one year program of study (August - August) consisting of 34 credit hours. Additionally there are 3 pre-requisite courses consisting of 10 credit hours prior to entry into the program. For the incoming class of August 2018, the pre-requisite courses have been reduced to two for a total of 7 credit hours. This was done as an effort to comply with a 30 credit hour certificate program. Although the program has more credits than most certificate programs, it is in a terminal certificate. None of the courses or credits will transfer to an associate degree or bachelor's degree. The students are made aware of that when applying for the program. In addition, this is an accredited program, and any changes made to curriculum must go through the Commission on Dental Accreditation (CODA), which can be a costly and timely process. Completion of the program allows the student to take the Dental Assisting National Board (DANB) to become a Certified Dental Assistant (CDA). The DANB is a three part exam 1) Infection Control 2) Radiation Health and Safety and 3) General Chairside Assisting. The Radiation Health and Safety portion must be passed in order to apply for a New Mexico Radiology Certificate to take dental x-rays in the state of New Mexico. Graduates working for the Indian Health Service (IHS) Dental Clinics are not required to have a New Mexico Radiology Certificate. IHS comes under federal, not state, regulations and they have their own licensing process.

Upon entrance to the dental assisting program, students complete didactic and laboratory classes during the fall and spring semesters. During the summer semester, students are placed in IHS Dental Clinics or private dental practices to complete 300+ clinical externship hours.

The UNMG dental assisting program began in the fall of 1994 and was first accredited in August 2002. The program is accredited through the American Dental Association Commission on Dental Accreditation (CODA). The last site visit was conducted in May 2015 and the program is fully accredited until May 2022.

There is a high demand for dental assistants in the Gallup and surrounding areas. In the past, IHS would train their own assistants. Once UNMG's dental assisting program became accredited, IHS dropped its training program and relies almost exclusively on the program graduates from UNMG. Local private dental offices also do the majority of their hiring from our program graduates. To date, there is one student who continued his studies and is attending

the UNM Dental Hygiene Bachelor's Degree Program in Albuquerque. I have been told another student is in her 3<sup>rd</sup> year of dental school in Oklahoma.

#### **Department Mission and Goals:**

1. Assisting in the provision of culturally relevant dental health care.
2. Practicing in accordance within the ethics of the dental profession.
3. Employing state of the art methods and materials.
4. Providing and maintaining a safe treatment environment for patients and the dental health care team.
5. Being eligible to sit for the Dental Assisting National Board (DANB)
6. Being eligible for a New Mexico Certificate in Radiology.
7. Being responsible to community needs in the development of recruitment and retention strategies.

#### **Relationship to the Campus Strategic Plan:**

1. Provide an opportunity for students to gain skills to become gainfully employed in the community.
2. Meet the demands and needs of the community workforce.
3. Build a foundation for the student to become a lifelong learner.

#### **Student Employment/placement profile:**

There is a high demand for dental assistants in the Gallup and surrounding areas. Average employment rate after graduating for the past 5 years is 80%. Other than immediate employment statistics, following trends in employment longevity and locations are difficult to find. In the past, IHS would train their own assistants. Once UNMG's dental assisting program became accredited, IHS dropped its training program and relies almost exclusively on the program graduates from UNMG. Local private dental offices also do the majority of their hiring from the program graduates.

#### **Profile of Graduate Transfers:**

The UNMG dental assisting program does not transfer into any other programs. However, to date, there is one student who continued his studies and is attending the UNM Dental Hygiene Bachelor's Degree Program in Albuquerque. I have been told another student has a Bachelor's Degree in biochemistry and is in her 3<sup>rd</sup> year of dental school in Oklahoma but I cannot confirm that.

### Additional Questions:

1. How difficult was it to collect the necessary data?  
Data was not difficult to collect. The registrar provided data and accreditation documents had necessary data as well.
2. How could the Program Review process be improved?  
No suggestions
3. Did all of the program faculty participate in the program review process?  
Yes
4. Was the program review work shared equally by program faculty?  
Yes

### **Document 2 - Registrar/Enrollment History**

1. Indicate departmental enrollment for the past 5 years for fall, spring and summer semesters.

Fall Semester	2013	2014	2015	2016	2017
Total Student Credit Hours	120	120	120	100	141
Total Course Enrollments	36	36	36	30	42
Spring Semester	2013	2014	2015	2016	2017
Total Student Credit Hours	90	144	132	126	134
Total Course Enrollments	30	48	44	42	47
Summer Semester	2013	2014	2015	2016	2017
Total Student Credit Hours	90	106	90	90	35
Total Course Enrollments	30	30	30	30	10

2. List number of program graduated by academic year (3 year history)

Academic Year	2015	2016	2017
Certificates	9	10	3
Associate Degrees	-0-	-0-	-0-

The 2017 graduation rate of 3 reflects the gap when the registrar's office changed the graduation date from spring semester to fall semester for the Dental Assisting Certificate students. Several missed the fall deadline to apply for graduation.

3. Give faculty/course/sections information for the past 3 years for the fall semester only.

Academic Year	2015	2016	2017
Total Full-time faculty	1	1	1
Total Part-time faculty	1	1	1
Percentage of student credit hours taught by full-time faculty	70%	70%	70%

### Curriculum History

List all courses offered by this program.

Give the date of the first offering for each, if known.

Indicate how many sections were successfully during each of the last six regular semesters (three years).

Course Prefix	Course#	Name	Date First Offered
HCDA	101	Intro to Dental Assisting	Fall 1994
HCDA	110	Dent Ethics & Profess	Spring 2014
HCDA	120	Pre-Clinical I	Fall 1994
NUTR	120	Nutrition for Health	Spring 2014
HCDA	125	Pre-Clinical II	Fall 1994
HCDA	130	Dental Radiology	Fall 1994
HCDA	135	UNM Clinical Dent Assist	Fall 1994
HCDA	140	Preventive Dentistry	Fall 1994
HCDA	145	Clinical Dental Assisting	Fall 1994
HCDA	155	Clinical Dental Assisting	Fall 1994
HCDA	164	Seminar in Dental Topics	Fall 1994

Academic Year	Fall Semester			Spring Semester			Summer Semester		
	Day Section	Evening Section	Total Sections	Day Section	Evening Section	Total Sections	Day Section	Evening Section	Total Sections
2014-2015	3	2	5	4	2	6	2	0	2
2015-2016	3	2	5	4	2	6	2	0	1
2016-2017	3	2	5	4	2	6	2	0	1

**Document 3 - Assessment Plan - Appendix A attached**

**Document 4 - List of Instructors with qualifications**

Instructor	Courses	Qualifications
Gayle Woodcock Program Director Full-time Faculty	HCDA 101, HCDA 140, HCDA 130, HCDA 110, HCDA 164, HCDA 145, HCDA 155	BSDH, CDA University of Oregon
Michelle DeArmond Adjunct Faculty	HCDA 120, HCDA 125, HCDA 135	BSN, RN, CDA University of New Mexico

**Document 5 - Advisement Summary**

The dental assisting program at the University of New Mexico - Gallup is a one year certificate program currently from August - August. A student must be admitted to UNMG and then fill out a supplemental application for the dental assisting program. Acceptance into UNMG does not automatically mean acceptance into individual programs. Two prerequisite courses must be completed (HCHS 111 Medical Terminology and HCHS 113 Basic Body Structure and Function or HCHS 114 Concepts of Disease Transmission) with a "C" or better prior to the beginning of the program. An interview is conducted with qualified candidates to complete the selection process.

Twelve students are admitted each August. Students must complete each course with a "C" or better or they cannot move on to the next semester. They have the option of repeating the course the following year and continuing in the program after successfully completing the failed course.

Advisement concerns:

Currently the dental assisting program is a one-year full time program. Students do not have the option to work full-time jobs during the day, and take one or two class in the evening. With the approval of the Dean of Instruction and CODA (Commission on Dental Accreditation) we are considering a pilot program that would address these issues. It would be a slower course of study, and students interested in making a career change while continuing to be employed would be the target group. In addition, students in the current program would have the opportunity to make up a non-passing grade sooner than waiting an entire year for the course to be offered again.

**Document 6 - Advisory Board Recommendations**

- Have funds available for students to take DANB (Dental Assisting National Board \$750)  
We are addressing this by adding this fee to the lab fees the students pay each semester.

## **Document 7 - Commission on Dental Accreditation (CODA) Documents - Appendix B attached**

## **Document 8 - Summary Report from Current Program Faculty**

**Gayle Woodcock, CDA, BSDH**  
**Program Director**

The University of New Mexico Dental Assisting Program is one of only 5 accredited programs in New Mexico. The demand for dental assistants in the area is high, particularly with IHS hospitals and clinics. The Gallup Indian Medical Center used to have a training program, but dropped it several years ago and now relies on graduates from this program. The IHS clinics that draw from our pool of graduates are: GIMC, Tohatchi, Crown Point, Fort Defiance, Zuni, and Sage and Albuquerque. There are also several private practice dental offices that hire from our graduates.

With regard to Document 2, Item 2 Graduation Rates for a 3 year history, 2017 shows a very low graduation rate. That year the registrar's office changed the Dental Assisting Science Certificate Program graduation from spring semester to the fall semester, which resulted in the numbers being off. It had been 6 months since students were in class, several did not apply for their certificates on time.

### **Recommendations:**

- Add \$750 fees to students accounts so they have funds set aside to pay for the DANB ( Dental Assisting National Board
- Start a pilot program where students can keep the day job and take one or two classes towards the dental assisting program. This will need the approval of CODA (Commission on Dental Accreditation).

**Michelle DeArmond, CDA, RN, BSN**  
**Adjunct Faculty**

UNM-Gallup's Dental Assisting Program is an excellent program for young student's right out of high school who are looking for a career path. I have seen many young students fulfill many needs here in our community at many of the IHS facilities and in many of the new dental organizations. In the past few years we have had many new dental offices open in the Gallup area and have been able to help fulfill their need for educated dental assistants that have graduated from an accredited program. This program is also an excellent choice for students who are looking for a second career in life. I am a graduate of this program and I had been out

of high school for more than 10 years when I chose to become a dental assistant through UNM-Gallup and it has been an excellent choice. I not only continue my work in the dental assisting field by being an educator, but it has opened more doors for me to continue my education. I am currently working on my master's degree and I believe the dental assisting program gave me the confidence in myself as an older student to continue my education. This program is beneficial to all who might be interested in furthering their education.

**Document 9 - Appendix C - Summary Report Interim Division Chair and Interim Dean of Instruction.**

**Document 3 - Assessment Plan - Appendix A**



**Part I: Cover Page**  
**UNM Academic Programs Assessment Report Template**  
**Record for Assessment of Student Learning Outcomes**  
**The University of New Mexico**

<u>Title of Degree or Certificate Program</u>	<u>Degree Level</u> <i>(Certificate, Associate, Bachelors, Master's, etc.)</i>
Dental Assisting	Certificate

Name of Academic Department (if relevant): Education Health and Human Services

Name of College/School/Branch: University of New Mexico - Gallup

Academic Year/Assessment Period: 2016 - 2017

Submitted By (include email address): Gayle Woodcock, Program Director gwoodcock@unm.edu

Date Submitted to College/School/Branch for Review: 2/1/2018

Date Reviewed by College Assessment and Review Committee (CARC) or the equivalent:

State whether ALL of the program's student learning outcomes (SLOs) are targeted/assessed/measured within one year, two years, OR three years:  
 All measured annually

If the program's SLO's are targeted/assessed/measured within two years or three years, please state whether this assessment record focuses on SLOs from the first year, second year, or third year:

Describe the actions and/or improvements that were implemented during the previous reporting period (provide relevant evidence):

**Part II: Assessment Report**

**Program Goal A: Assisting in the provision of culturally relevant dental health care.**

<b>Student Learning Outcomes</b>	<b>UNM Student Learning Goals (Knowledge, Skills, and/or Responsibility)</b>	<b>Assessment Measures incl. Measure Type (Direct or Indirect)*</b>	<b>Performance Benchmark</b>	<b>Data Results*</b>	<b>Data Analysis*</b>	<b>Recommendations for Improvement/ Changes*</b>
A.1. Discuss the basis for professional communication.	K,S	Direct	Score above 75%	100% of students met goal	Acceptable	None
A.2. Provide proper patient education for each procedure	K,S	Direct	Score above 75%	100% of students met goal	Acceptable	None
A.3. List strategies to prevent plaque disease.	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
A.4. Define Human Motivation	K,R	Direct	Score above 75%	100% of students met goal	Acceptable	None
A.5. Develop Preventive Programs	K,R	Direct	Score above 75%	100% of students met goal	Acceptable	None

Based on the data results and analysis provided for the student learning outcome(s) listed in the table above, for EACH student learning outcome, please state if the outcome was met, partially met, or not met. Briefly explain why:

Benchmarks were changed for the 2016-2017 academic year to align with passing rather than 90% "A" standard. 100% of the students met benchmark of each SLO.

**Program Goal B: Practicing in accordance with the ethics of the dental profession.**

<b>Student Learning Outcomes</b>	<b>UNM Student Learning Goal (Knowledge, Skills, and/or Responsibility)</b>	<b>Assessment Measures*</b>	<b>Performance Benchmark</b>	<b>Results*</b>	<b>Analysis*</b>	<b>Recommendations for Improvement/ Changes*</b>
B.1. Indicate care and technique when treating patients.	K,S	Direct	Score above 90%	100% of students met goal	Acceptable	None
B.2. Assist in patient record keeping.	K,S	Direct	Score above 90%	100% of students met goal	Acceptable	None
B.3. Learn to accurately take and record medical and dental histories	K,S	Direct	Score above 90%	100% of students met goal	Acceptable	None
B.4. Identify basic procedures used with treatment documentation and patient information.	K	Direct	Score above 90%	100% of students met goal	Acceptable	None
B.5. Appraise techniques for patient management	K,R	Direct	Score above 90%	100% of students met goal	Acceptable	None

Based on the data results and analysis provided for the student learning outcome(s) listed in the table above, for EACH student learning outcome, please state if the outcome was met, partially met, or not met. Briefly explain why:

Changes were made to incorporate more class time practice for the SLO that were not met last year. This year 100% of the students met the benchmark of each SLO.

**Program Goal C: Employing state of the art methods and materials.**

<b>Student Learning Outcomes</b>	<b>UNM Student Learning Goal (Knowledge, Skills, and/or Responsibility)</b>	<b>Assessment Measures*</b>	<b>Performance Benchmark</b>	<b>Results*</b>	<b>Analysis*</b>	<b>Recommendations for Improvement/ Changes*</b>
C.1. Explain the rationale for infection control in operative dentistry.	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
C.2. Identify and demonstrate the principles of four-handed dentistry.	K	Direct	Score above 75%	60% of students met goal	Unacceptable	Re-evaluate benchmark
C.3. Assist in basic operative procedures, using the necessary equipment, instruments, materials, and chairside procedures.	S	Direct	Score above 75%	60% of students met goal	Unacceptable	Re-evaluate benchmark
C.4. Explain the different physical and biological properties that can exist with dental materials.	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
C.5. Classify restorative materials.	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
C.6. Identify basic materials used with amalgam and composite preparations	K	Direct	Score above 75%	100% of students met goal	Acceptable	None

Based on the data results and analysis provided for the student learning outcome(s) listed in the table above, for EACH student learning outcome, please state if the outcome was met, partially met, or not met. Briefly explain why:

From the previous year benchmarks were changed for the 2016-2017 academic year to align with passing rather than 90% "A" standard. A significant number of students did not meet benchmark, due to poor performance on academic exams. Those students did not pass HCDA 125 (Pre-clinical Dental Assisting) and were dropped from the program. Hours were spent tutoring, but to no avail. Those students were offered the opportunity to repeat the course. This is the first year (in the past 6 years) that the student failure rate was so high. Faculty are reevaluating criteria and time spent on these SLO's and making adjustments for the 2017-2018 academic year.

**Program Goal #D: Providing and maintaining a safe treatment environment for patients and dental health care team.**

<b>Student Learning Outcomes</b>	<b>UNM Student Learning Goal (Knowledge, Skills, and/or Responsibility)</b>	<b>Assessment Measures*</b>	<b>Performance Benchmark</b>	<b>Results*</b>	<b>Analysis*</b>	<b>Recommendations for Improvement/ Changes*</b>
D.1. Set-up and clean operatory according to OSHA infection control recommendations.	K	Direct	Score above 90%	100% of students met goal	Acceptable	None
D.2. Demonstrate the proper method to expose dental radiographs utilizing appropriate safety and protection procedures	K,S	Direct	Score above 90%	100% of students met goal	Acceptable	None
D.3. Perform aseptic techniques for dental equipment, instruments, and surfaces.	S	Direct	Score above 90%	100% of students met goal	Acceptable	None
D.4. Classify microorganisms	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
D.5. Identify methods of disease transmission	K	Direct	Score above 75%	100% of students met goal	Acceptable	None
D.6. Identify and use correct communication control methods.	K	Direct	Score above 75%	100% of students met goal	Acceptable	None

Based on the data results and analysis provided for the student learning outcome(s) listed in the table above, for EACH student learning outcome, please state if the outcome was met, partially met, or not met. Briefly explain why:

As indicated in the chart above, each SLO was met by 100% of the students.

**Program Goal #E : Receiving national and state certification in Dental Assisting.**

Student Learning Outcomes	UNM Student Learning Goal (Knowledge, Skills, and/or Responsibility)	Assessment Measures*	Performance Benchmark	Results*	Analysis*	Recommendations for Improvement/ Changes*
E.1 Qualified to take DANB	K,S,R	Direct	80% graduate with Certificate in DA	42% graduated	Unacceptable	Re-evaluate admission criteria/grades on pre-requisites
E.2 Qualify for NM Radiology Certificate	K,S,R	Direct	50% NM Rad Cert	10% Certified	Unacceptable	Include DANB test fees in tuition/fees

Based on the data results and analysis provided for the student learning outcome(s) listed in the table above, for EACH student learning outcome, please state if the outcome was met, partially met, or not met. Briefly explain why:

This was an unusual cohort in that they generally had a very cavalier attitude about attending class, turning in assignments, and studying for exams. We started with 11 students, one dropped the first semester after failing several tests, and another was dropped for academic dishonesty. Of the 9 remaining only 5 were qualified to go into their clinical externship during the summer. Faculty took a look at the admissions criteria and realized this cohort had significantly lower grades on the prerequisites. Careful consideration of applicants for the 2017-2018 cohort has resulted in a much higher success rate to date. Faculty also implemented strict attendance requirements.

The students that work for Indian Health Service Clinics are not required to pass national certification (DANB) and because of the test fees (\$750) many do not take the exams. Passing the radiology portion of the DANB is required to apply for a NM Radiology Certificate. By incorporating these test fees into the student's fees at the beginning of the program would be beneficial to increase the number of students who can afford to take the test. We are still working to get those fees incorporated into the student fees (\$250 fall semester to take Infection Control, \$250 in spring to take radiology, and \$250 in summer to take dental assisting chairside).

This is a one year program, all SLO's are reviewed annually.

**Document 7 - Commission on Dental Accreditation (CODA) Report - Appendix B**



Commission on Dental Accreditation

August 23, 2016

Dr. Christopher Dyer  
Executive Director  
University of New Mexico, Gallup  
705 Gurley Avenue  
Gallup, NM 87301

RE: Dental Assisting Program

Dear Dr. Dyer:

At its August 4, 2016 meeting, the Commission on Dental Accreditation (CODA) granted the dental assisting program the accreditation status of approval without reporting requirements. The definitions of accreditation classifications are enclosed. Below is a summary of actions and additional information.

#### **Dental Assisting Progress Report**

At its August 4, 2016 meeting, the Commission on Dental Accreditation considered the May 15, 2016 progress report on the dental assisting program.

Following careful review of the information provided, the Commission determined that the recommendations cited in the February 2016 site visit report have been met and adopted a resolution to change the program's accreditation status to "approval without reporting requirements."

No additional information is requested from the program at this time. The next site visit for the program(s) is scheduled for **2022**.

#### **General Information**

In taking this action, the Commission stipulated that it will expect the institution to keep the Commission informed as soon as possible of anticipated changes in any approved educational program offered, particularly in the areas of administration, enrollment, faculty, facilities and curriculum. The Commission's policy and guidelines for reporting program changes are enclosed.

The Commission on Dental Accreditation monitors increases in enrollment. The purpose for monitoring increases in enrollment through review of existing and projected program resources (faculty, patient availability, and variety of procedures, physical/clinical facilities, and allied support services) is to ensure that program resources exist to support the intended enrollment increase. Failure to comply with the policy will jeopardize the program's accreditation status.

***Institutions/Programs are expected to follow Commission policy and procedure on privacy and data security related to compliance with the Health Insurance Portability and Accountability***



Dr. Dyer  
August 23, 2016  
Page 2

*Act (HIPAA). The Commission's statement on HIPAA, as well as the Privacy and Data Security Summary for Institutions/Programs (PDF), are found in the Policies/Guidelines section of the Commission's website at <http://www.ada.org/en/coda/policies-and-guidelines/hipaa/>. Programs that fail to comply with CODA's policy will be assessed a penalty fee of \$1000.*

The Commission has authorized use of the following statement by institutions or programs that wish to announce their programmatic accreditation by the Commission. Programs that wish to advertise the specific programmatic accreditation status granted by the Commission may include that information as indicated in italics below (see text inside square brackets); that portion of the statement is optional but, if used, must be complete and current.

The program in dental assisting is accredited by the Commission on Dental Accreditation [*and has 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 (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commission's web address is: <http://www.ada.org/en/coda>.

If this office can be of any assistance to you, please contact the Allied accreditation managers, Ms. Patrice Renfrow at [renfrowp@ada.org](mailto:renfrowp@ada.org) or 1-800-621-8099, extension 2695, or Ms. Alyson Ackerman at [ackermana@ada.org](mailto:ackermana@ada.org) or 1-800-621-8099, extension 4660.

Sincerely,



Patrice Renfrow, MA, BSDH, RDH  
Manager, Allied Dental Education  
Commission on Dental Accreditation

PR/ja

Enclosures Sent via Email

CODA Accreditation Status Definitions  
Guidelines for Reporting Program Changes in Accredited Programs  
Electronic Submission Guidelines for General Correspondence

cc: Dr. Kenneth Roberts, interim dean, Instruction, University of New Mexico, Gallup  
Ms. Gayle Woodcock, program director, University of New Mexico, Gallup  
Mr. Herman Bounds, Jr., director, Accreditation Division, U.S. Department of Education  
(via CODA website)  
State Boards of Dentistry (via CODA website)  
Institutional Accreditors (via CODA website)  
Dr. Karen West, chair, CODA  
Dr. Sherin Tooks, director, CODA  
Ms. Alyson Ackerman, manager, Allied Dental Education, CODA

**Document 9 - Appendix C - Summary Report Interim Division Chair and Interim Dean of Instruction**

## Summary Report - Dental Assisting Certificate

The Dental Assisting Certificate Program has been established since 1994 at UNM Gallup. The program has maintained its accreditation from the Commission on Dental Accreditation (CODA) from the American Dental Association since its first application in 2002. The program's accreditation status continues to read "approval without reporting requirements." The standards from CODA are rigorous and high.

The program admits 12 students to its cohort each August. With an 80% graduation rate, and an 80% employment rate the dental assisting program continues to be successful and in high demand.

Upon completion of the programs the students are eligible to take the Dental Assisting National Board (DANB) to become a Certified Dental Assisting (CDA). They are also eligible to apply for a New Mexico Radiology License, which is required to take dental x-rays. A student must graduate from a CODA accredited program to be eligible to take these certifications directly upon graduation.

The Indian Health Service and local dental offices continue to rely on the University of New Mexico - Gallup Dental Assisting Program for hiring dental assistants.

This program review has my approval and continued support.

Sincerely,

A handwritten signature in cursive script that reads "Dr. Lewis Gambill".

Dr. Lewis Gambill  
Interim Division Chairperson  
Education, Health and Human Services  
University of New Mexico - Gallup



*Dean of Instruction Office*

February 12, 2018

### Summary Report: Dental Assisting Certificate

The one year, Dental Assisting Certificate Program is an accredited program under the American Dental Association Commission. This is one of the most rigorous accreditations in the Allied Health Professions. The accreditation speaks to the excellence of the program, in all areas, inclusive of instruction, assessment, safety, and externships.

In addition to didactic instruction, students fulfill numerous laboratory hours and complete 300 hours in externships. These externships are often followed by employment at the location where the student served. The approximate 80% hire rate of graduates appears to be steady over the years, with IHS filling its employment needs through this pool of graduates and local dental facilities hiring others.

The Dental Assisting Advisory Board contributes to excellent community involvement, with reports both from UNM and from employers.

The Dental Assisting Program accepts 12 applicants per year. This is in accordance with the number of students allowed under accreditation with one full time instructor and also fits into our working facilities with two dental chairs, and aligns with openings for area internships.

We have seen no lowering of dental student hires in the field and this speaks well to a viable field for student employment aligning with the UNM Gallup Mission and Vision for UNM-G to become a "recognized leader in community focused, regionally specific and culturally vibrant education... and to prepare people to achieve their education and professional goals."

I approve the Dental Assisting Program Review and find it worthy of continued university support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Irene Den Bleyker', written in a cursive style.

Irene Den Bleyker  
Interim Dean of Instruction  
UNM-Gallup