

# Dental Hygiene Admission Criteria

*This is a selective and competitive admission program.* Admission to the college doesn't guarantee admission to the clinical component of the program. Work with your advisor to apply to the clinical/core component of the program.

**Minimum Criteria to Apply:** See the point system on next page

**Advising:** Prior to submission of a clinical program application, you must apply to HACC and meet with a Health Careers Advisor during the 2024-2025 academic year. Your advisor may be located via MYHACC.

**Shadowing:** 300 hours of documented work experience as a dental assistant or 10 hours of time shadowing a dental hygienist required.

**Information Session:** To be eligible to apply for clinicals, students **MUST** attend a mandatory information session during the 2024-2025 Academic Year, the same year they intend to apply

**Application:** Applications are posted on the [Health Careers Dental Hygiene program website](#) on **February 15** online using **CognitoForms**.

**Application Deadline:** April 15

**Class Selection Date:** May 1 – Notification sent via Hawkmail

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## **ADDITIONAL REQUIREMENTS PRIOR TO STARTING THE CLINICAL PORTION OF THE PROGRAM (after acceptance)**

Additional information and required forms will be provided to you upon acceptance into clinicals. Failure to provide all the necessary documentation before the established deadline could lead to denial of admission into the clinical program. The following must be completed (at your own expense) after you have been selected for, but prior to starting the clinical portion of the program:

### **Physical Examination and Required Immunizations**

All students accepted into the clinical component of the program must submit a health examination form completed by a physician/nurse practitioner/physician's assistant with immunization history including verification through blood work. No student will be admitted with a disqualifying result or failure to meet the specified deadline.

### **Immunization Requirements**

Students in any health career program are required to have the following immunizations or titers to enter programs: Annual TB testing, documentation of Measles, Mumps, Rubella, Varicella, Tetanus, Diphtheria, Pertussis, Hepatitis B, Covid -19, and annual flu vaccine or titers showing immunity for the listed diseases. While the College will attempt to work with students to make reasonable accommodations where feasible, declination statements for religious and medical reasons may not honored by many of our Clinical Facility Partners (hospital systems, nursing homes, care facilities, etc.).

Please note that some clinical facilities have restrictions that differ from those of their employees. As a student, you must adhere to the student restrictions regardless of whether you are employed at the facility. Students are not employees and have neither employee benefits nor access through employee health at those facilities. To assure that patients are protected, these facilities have very strict restrictions. As guests, HACC must abide by the rules of the facility.

### **Background Checks**

All students accepted into the clinical component of the program must undergo annual Pennsylvania Child Abuse History Clearance, FBI Check and State Police Criminal Record Check. No student will be admitted with a disqualifying criminal history or child abuse clearance. Students with criminal backgrounds interested in admission into the clinical portion of any health career program at HACC must follow the Prohibitive Offense Procedure for Health Career Programs.

### **Drug and Alcohol Screens**

All students accepted into the clinical component of the program must undergo a drug and alcohol screen annually at the laboratory specified by the program on or before the stated deadline. This lab is used to protect the integrity of the results being reported. No student will be admitted or retained in the program with a disqualifying result or failure to meet the specified deadline. Please refer to Health Careers Policy on the use of prescription Medical marijuana attached.

**Current Certification in Adult, Infant and Child Healthcare Provider Cardiopulmonary Resuscitation (CPR)** (American Heart Association recommended)

Any candidate not meeting these criteria will be denied admission into the program.

**HACC  
Dental Hygiene Program  
Point System – 2024/25**

All criteria must be complete and submitted to HACC by the time of application. Prior college or technical school records must be sent to [record@hacc.edu](mailto:record@hacc.edu), all other Certifications should be submitted at the time of application. Application may be completed once per academic year.

**ELIGIBILITY CRITERIA**

Students will be considered for admission into the dental hygiene program who have:

- Applied to HACC and met with a Health Careers advisor during the 2024-2025 academic year
- Taken the TEAS test in person at a HACC location and achieved a minimum score of **72**. (Remote test scores will not be considered.)
- Attended a mandatory information session during the 2024-2025 Academic Year
- High school diploma, GED, or equivalent foreign education as verified by a HACC-approved credential evaluation service (Transcripts to be sent to [admissionsrecords@hacc.edu](mailto:admissionsrecords@hacc.edu))
- 2.5 overall cumulative GPA at the time of application. Courses in progress or completed after the application will not be considered.
- Grade of 'C' or higher in BIOL 121, 122, & 221<sup>1</sup>
- BIOL 121, BIOL 221, & ENGL 101 must be completed with a grade 'C' or higher prior to the Fall 2025 Semester
- Documented proficiency, C or better, in English through the 051 level, Reading through the 003 level, and in Math through 055/091 level at the time of application
- Completion of [10 hours shadowing a dental hygienist](#) OR minimum of [300 hours documented work experience as a clinical dental assistant](#). Documentation forms available on the Dental Hygiene web page. **This may not be verified by an Office Manager or any non-clinician role.**

**POINTS EVALUATION**

Your Points	Points	Criterion
	72 - 100	TEAS score A minimum score of 72 is required for admission consideration. Highest score at the time of application will be used. Up to 3 attempts in an application cycle will be considered. Application cycle is defined as the close of the prior year's applications (April 15, 2024) to the application deadline.
	5	No history of W's, D's, or F's in any college level course within the last 7 years, after 12 or more total credits have been completed (transfer courses included; developmental courses are not included.)
	-3	Minus 3 for each/any W, D, or F in BIOL 121, 122, or 221 within the past 7 years. Transfer courses are subject to the same deductions.
	2	Completed a <b>CODA-accredited</b> dental assisting program with an <b>overall GPA of 3.0</b> .
	1	Completion of a technical school dental assisting program, with transcripts sent to <a href="mailto:record@hacc.edu">record@hacc.edu</a> . <i>Career, trade, or accelerated courses will not be considered.</i>
	1-3	1 Point for each active <a href="#">DANB Dental Assistant Certification</a> (general chairside, radiology, infection control), or 3 points for active DANB CDA Certification.
	3	Ranked/eligible applicant from the last application cycle
	5 - 8	Most recent <i>cumulative</i> GPA reflecting greater than 12 credits, multiplied by 2. Where more than one transcript is on file at HACC, the GPA reflecting the highest credit hours will be used. <i>Fewer than 12 college credits - no points awarded for GPA. Transfer courses included; developmental courses are not included. Official transcripts must be on file in the Records Office.</i>
	2	Completed Intro to Dentistry AH CE 149 (Non-credit) with a "70" grade/PASS or better (must be completed by application)
		<b>Total Score (124 max)</b>

HACC does not discriminate in employment, student admissions, and student services on the basis of race, color, religion, age, political affiliation or belief, sex, national origin, ancestry, disability, place of birth, General Education Development Certification (GED), marital status, sexual orientation, gender identity or expression, veteran status, or any other legally protected classification.

Rev 6/05/2024

<sup>1</sup> The accepted time limit for science courses (HACC or transfer) for use in health career program requirements is 7 years prior to the completion of the clinical application, to be evaluated per course

## **ESSENTIAL REQUIREMENTS FOR HEALTH CAREERS PROGRAMS**

### **DENTAL HYGIENE**

All individuals, including persons with disabilities, who apply for admission to the Dental Hygiene program must be able to perform specific essential functions with or without reasonable accommodation.

The following outlines the abilities and behavioral characteristics necessary for the student to be admitted to, continue in, and graduate from, the Dental Hygiene program at HACC. **These essential requirements are standards of admission.**

The applicant should carefully review the essential requirements for the program and ask questions if not familiar with the activities or functions listed. The applicant must decide if he or she has any limitations that may restrict or interfere with satisfactory performance of any of the requirements. It is ultimately the applicant's responsibility to meet these essential requirements if accepted into the program.

The applicant should consult with the program director to discuss any individual situation if he or she may not be able to meet these essential requirements. Requests for reasonable accommodation will be considered. Contact the program director if you have any questions about this matter.

#### **COMMUNICATION**

1. Communicate verbally using clear and effective English
2. Write legibly in clear and effective English using correct grammar, punctuation and spelling
3. Quickly and accurately comprehend and follow verbal instructions in English
4. Quickly and accurately read, comprehend and follow written instructions in English
5. Actively participate in group discussions
6. Use communication equipment – telephone, computer, other device used for communication

#### **PHYSICAL SKILLS**

Possess fine and gross skills sufficient to handle equipment and provide safe and effective patient care

1. Exert maximum physical force to lift, push, pull or carry objects up to 50 pounds (oxygen cylinders, beds, patients, or any other type of equipment)
2. Move quickly, freely and safely around the assigned work area and patient care settings
3. Sustain professional activities for up to 8 or more hours
4. Remain standing up to 8 or more hours
5. Remain sitting up to 8 or more hours
6. Reach above shoulder level (to manipulate equipment)
7. Reach below waist level (to manipulate equipment)
8. Move upper and lower extremities, back, hips, and knees without restriction - bend, stoop, and squat
9. Keep hand and arm steady while moving arm or while holding arm and hand in one position
10. Make precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects
11. Coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down

#### **OBSERVATION AND SENSORY SKILLS**

1. Hear, comprehend and interpret conversation and sounds not solely based on visual cues (including alarms, monitors, faint sounds, such as heart and breath sounds, taking blood pressure)
2. Ability to see details at close range (within a few feet of the observer) and at a distance.
  - a) Function efficiently in various degrees of light, from dark to bright lighting
  - b) Differentiate colors, varying shades of same color, and shades of black, white and gray
  - c) Read fine print, hand writing, computer screens and millimeter measurements
3. Detect and distinguish odors from clients and environment
4. Distinguish textures, degrees of firmness, temperature differences, pulse rate and vibrations; feel anatomical landmarks and veins, including using instruments to determine same
5. Distinguish and describe patient affect, body language and physical responses which the patient cannot verbally relay (ie facial expressions, sweating, trembling, color change, bleeding, etc.)

#### **INTELLECTUAL, COGNITIVE, AND CRITICAL THINKING SKILLS**

1. Concentrate on a task over a period of time without being distracted
2. Apply principles of critical, logical thinking to define problems, collect data, establish facts, and draw sensible and valid conclusions
3. Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
4. Perform multiple tasks simultaneously
5. Arrange things or actions in a certain order or pattern according to a specific rule or set of rules (alphabetize)
6. Integrate information quickly, consistently, accurately, especially in an emergency situation
7. Ability to comprehend three-dimensional and spatial relationships (used in interpreting radiographs)

#### **BEHAVIORAL / SOCIAL SKILLS / ETHICS**

1. Display a high level of professionalism and discretion in all actions and communication (written, oral and electronic)
2. Function effectively and display integrity, poise and emotional stability under stress (emergency, critical, or dangerous situations) in actions with all (peers, patients, staff, faculty)
3. Use team approach to carry out responsibilities
4. Maintain general good physical and mental health and self-care
5. Display flexibility and adapt to changing environments
6. Manage time effectively
7. Accept responsibility for own behavior and be forthright about errors or uncertainty

8. Refuse to perform or participate in any illegal, unethical or incompetent acts, to include but not limited to the following: falsifying or knowingly making incorrect entries into a patient's record or related document; copying other student's written assignments; cheating on a quiz or examination; making untrue statements to a faculty member or administrator
9. Monitor/assess performance of self, other individuals, or organizations to make improvements or take corrective action
10. Capable of developing mature sensitive and effective relationships (with patients, staff, coworkers, etc.)

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## Health Career Code of Ethics

In order to promote excellence in patient care, the HACC Health Career student, **while in their program**, and/or in their clinical uniform, are to:

- Treat patients with respect for the dignity, rights, and value of each individual.
- Provide nondiscriminatory and equitable treatment for all patients.
- Promote and strive to protect the health, safety, and rights of each patient.
- Maintain confidentiality of patient information following privacy regulations required by law (HIPAA and Protected Health Information (PHI)).
- Not disclose or share information associated with their health career program
- about or relating to any patient, person, clinical facility, or clinical experience outside of the sanctioned educational context of the classroom or online course environment with oversight of an instructor. This includes communication in any format including verbal, written, and digital (includes but is not limited to text, email, photographs, and social media).
- Perform procedures or functions within his/her level of education in the profession.
- Refuse to participate in any illegal, unethical, or incompetent acts.
- Disclose any illegal, unethical, or incompetent acts of others to the proper authority.
- Avoid any conduct that creates a conflict of interest.
- Demonstrate professional behavior that reflects integrity and a positive image of the profession and the college.
- Follow all principles of ethical and professional behavior, as identified in the code of ethics of his/her chosen health career.

Students must understand that we take the code of ethics seriously, as do our clinical partners. As a result, violation of the code of ethics may result in the faculty filing a BIT (Behavioral Intervention Report) and may result in a student being asked to leave a clinical placement, and/or failing the course in which the violation occurred. If the student is dismissed from a clinical placement we may not be able to place a student at another clinical site, which will result in the student having to leave the program. Students must also be aware that violating HIPAA is a criminal offense.

Because we want all of our students to be successful, if you are ever in doubt of the ethics of a given choice, please consult your faculty in the program.

Rev. 6/24 MME/TLB

## Health Careers Medical Marijuana Policy

The Pennsylvania Department of Health is currently implementing the Pennsylvania Medical Marijuana Program, a component of the Medical Marijuana Act (MMA) that was signed as [law](#) on April 17, 2016. This program provides access to medical marijuana for patients with serious medical conditions as defined by the Pennsylvania Department of Health.

Currently, the federal government regulates drugs through the Controlled Substances Act, which does not recognize the difference between medical and recreational use of marijuana. Under federal law, marijuana is a Schedule 1 controlled substance, which means that it is considered to have no medical value. Practitioners may not prescribe marijuana for medical use under federal law.

Students entering any Health Careers Program are required to have laboratory screenings for drugs and alcohol upon admission to the clinical phase of the program and on a yearly basis while participating in the clinical experiences. As per current policy, if the results are positive, the student will be dismissed from the program immediately and referred for appropriate counseling.

**Students using medical marijuana will not be eligible for clinical placement in any HACC clinical program**, due to the current discrepancy between state and federal law regarding Drug Free Work Place Act and the MMA. Businesses who are not in compliance with federal law are at risk for criminal or civil charges; and additionally, may find issue with eligibility for federal contracts and grants. Additionally, Pennsylvania's Medical Marijuana statute specifically provides that an employer does not have to accommodate an individual in a safety sensitive position if that person is under the influence of medical marijuana. Most positions involving direct patient care will be considered safety sensitive positions.

Students should also understand that under current Pennsylvania State Board law, many health career licensing boards require drug screening at the time of application for licensure. Similarly, most health care employers will perform routine drug screening as a condition for employment, as these positions involve direct patient care, and are considered safety sensitive positions. **This discrepancy between federal and state law allows our clinical partners to deny student placement for clinical experiences and the State of Pennsylvania to deny licensure.**

In order to be transparent with this entire process, we recognize our responsibility to fully inform students of HACC's policy regarding the use of medical marijuana. Due to current laws, we cannot provide admission to the clinical phase in any of our Health Career Programs and students who have been admitted and are later to be found positive for medical marijuana will be removed.

03/06/24

Print Name	HACC ID
Program	Date

## Health Careers Admission Criteria Acknowledgement

\_\_\_\_\_(Initial) I acknowledge that I have read and understand the program Admission Criteria.

### Essential Requirements

\_\_\_\_\_(Initial) As an applicant to this program or student in this program, I acknowledge that I have read and understand the essential requirements. **I acknowledge that I am capable of performing the abilities and skills outlined in this document** with or without reasonable accommodation and understand that my status as a student in this program depends on my continued ability to successfully demonstrate these abilities and skills. **I understand that if I am no longer able to meet these essential requirements, I will immediately notify the program director.**

\_\_\_\_\_(Initial) I understand that **all students accepted into the clinical component of the program must undergo a physical and a drug and alcohol screen annually at the student's expense** at the laboratory specified by the program on or before the stated deadline. This lab is used to protect the integrity of the results being reported. The test is at the cost of the student. No student will be admitted or retained in the program with a disqualifying result or failure to meet the specified deadline.

\_\_\_\_\_(Initial) I have read and understand the **Prohibitive Offense Procedure** as posted on the HACC Health Careers website.

\_\_\_\_\_(Initial) I understand that **some clinical sites do not allow tobacco/vaping use** and may require testing at the student's expense.

\_\_\_\_\_(Initial) I understand that **all students accepted into the clinical component of the program must undergo an annual Pennsylvania Child Abuse History Clearance, FBI Check, and State Police Criminal Record Check at the student's expense.** No student will be admitted or retained in the program with a disqualifying criminal history or child abuse clearance.

\_\_\_\_\_(Initial) I understand that **students accepted into the clinical component of the program may perform procedures which may expose them to bloodborne and airborne pathogens,** ionizing radiation and potentially hazardous materials.

\_\_\_\_\_(initial) I understand that **all students accepted into the clinical component of the program must have the following immunizations (at the student's expense):** MMR, DPT, Varicella, Hepatitis B, an annual TB screen, and an annual influenza vaccination.

\_\_\_\_\_(initial) I understand that **students accepted into the clinical component of the program may be required to have the COVID-19 vaccine and the program cannot guarantee clinical placement if I have not received the vaccination.** HACC currently does not require me to be vaccinated against COVID. Clinical affiliates MAY require the vaccination and may not accept waivers to any vaccination from a student. We cannot control the decisions of the clinical facilities since we are considered their guest. If I choose not to be vaccinated, HACC may not be able to place me in a clinical rotation which would prevent me from completing the program. It is the decision of the clinical sites, not HACC, if immunizations are required for our students.

\_\_\_\_\_(Initial) I understand that **in the event of an incident in the clinic, lab or outside rotation that I am responsible for all related medical expenses.**

**Have you ever been admitted to another clinical health career program at HACC from which you did not graduate?**

\_\_\_\_ I have not      \_\_\_\_ I have (Good Standing Form to be completed)

\_\_\_\_\_(initial) I understand my responsibility to **disclose to the program director, any release from work at a hospital or health care facility resulting in ineligibility for rehire.** This includes events that occurred prior to admission or during enrollment in the program of study.

\_\_\_\_\_(initial) I also understand that this may affect my eligibility to be admitted or continue in the program.

### Health Careers Code of Ethics

\_\_\_\_\_(initial) I understand that students shall be denied admission to a program for breaches in any of the Health Careers Code of ethics. Students who are in a clinical program and breach the code of ethics will be dismissed from the program and denied access to any other health career program at HACC.

### Health Careers Medical Marijuana Policy

\_\_\_\_\_(initial) I understand that due to current laws we cannot provide admission to the clinical phase in any of our Health Career Programs and students who have been admitted and are later to be found positive for medical marijuana will be removed.

\_\_\_\_\_(initial) I understand that **intentional deceit, falsification or failure to disclose any information on this document will disqualify me from admission and/or continuation in any health career program at HACC.**

Student Signature	Date
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