

Duration: 12 Months (3 Semesters)	Total Credits: 36 SCH	Delivery: Blended (Online/On-Campus)	Clinical Externship: 160 Hours
-----------------------------------	-----------------------	--------------------------------------	--------------------------------

1. Executive Summary and Institutional Rationale

The University of Justice extends its healthcare and legal education mission through the 12-Month Dental Assistant Certificate Program. Specialized dental public health, institutional care, correctional dentistry, and private practice environments face an increasing demand for highly skilled clinical dental assistants trained in infection control, digital radiography, chairside assisting, and jurisprudence.

Designed for rapid career entry, this program integrates dental science, chairside clinical procedures, dental materials, digital 3D radiography, office administration, and dental ethics. Graduates are equipped to sit for national board examinations (DANB/RDA) and enter diverse clinical care settings.

2. Program Learning Outcomes (PLOs)

- **Demonstrate Chairside Competency:** Assist dentists efficiently in four-handed dentistry across general, pediatric, endodontic, oral surgery, and restorative procedures.
- **Operate Dental Radiography & Imaging:** Expose, process, mount, and evaluate intraoral/extraoral digital radiographs and 3D CBCT scans following ALARA radiation safety principles.
- **Practice Infection Control & Sterilization:** Implement CDC and OSHA guidelines for dental instrument sterilization, surface disinfection, dental unit waterline treatment, and personal protective equipment (PPE).
- **Manipulate Dental Materials:** Prepare, mix, and apply impression materials, dental cements, restoratives, composites, temporary crowns, and laboratory casts accurately.
- **Execute Dental Administration & Jurisprudence:** Manage dental practice software, patient scheduling, dental billing/insurance coding (CDT), HIPAA compliance, and state dental practice acts.

3. Admissions Requirements

- **Educational Background:** High School Diploma or GED equivalent with a minimum cumulative GPA of 2.0.
- **Prerequisites:** High school Biology or Chemistry (or passing score on the institutional science placement assessment).
- **Background & Health Clearance:** Comprehensive criminal background check, 10-panel drug screening, and physical health evaluation.
- **Immunization Verification:** Complete Hepatitis B series (with titer proof), MMR, Varicella, Tdap, and annual Tuberculosis clearance.

4. Comprehensive 12-Month Curriculum Structure

The program spans three continuous semesters (Fall, Spring, Summer), combining online didactic theory, simulation laboratory practice, and a 160-hour clinical externship (Total: 36 Credit Hours).

SEMESTER 1: DENTAL SCIENCES & BASIC ASSISTING (12 CREDITS)

DA 101: Dental Anatomy, Embryology, and Histology	3 Credits
In-depth study of tooth morphology, head and neck anatomy, cranial nerves, occlusion, salivary glands, and oral tissue histology.	
DA 103: Dental Chairside Procedures I and Infection Control	3 Credits
Principles of four-handed dentistry, ergonomics, instrument transfer, dental unit operation, medical asepsis, CDC/OSHA sterilization protocols, and PPE.	
DA 105: Dental Radiography & Radiation Safety	3 Credits
Theory and physics of X-radiation, ALARA guidelines, bisecting/paralleling techniques, digital sensor placement, panoramic imaging, and mounting.	
DA 107: Dental Ethics, Practice Acts, & EHR	3 Credits
State dental practice acts, legal scope of practice, informed consent, HIPAA compliance, dental jurisprudence, and dental practice software operations.	

SEMESTER 2: ADVANCED CLINICAL & DENTAL MATERIALS (15 CREDITS)

DA 201: Dental Materials and Laboratory Techniques	4 Credits
Composition, mixing, and application of gypsums, alginate impressions, dental cements, restorative composites, amalgams, acrylics, and custom tray fabrication.	
DA 203: Dental Chairside Procedures II & Specialty Assisting	4 Credits
Assisting techniques for specialized fields including endodontics, periodontics, prosthodontics, oral and maxillofacial surgery, orthodontics, and pediatric dentistry.	
DA 205: Dental Pharmacology & Emergency Management	3 Credits
Study of local anesthetics, nitrous oxide conscious sedation, dental pharmacotherapeutics, medical emergencies in the dental office, BLS, and CPR protocols.	
DA 207: Preventive Dentistry & Oral Pathology	4 Credits
Study of dental caries, periodontal disease, coronal polishing techniques, fluoride applications, sealants, oral lesions, and patient hygiene education.	

SEMESTER 3: PRACTICE MANAGEMENT & EXTERNSHIP (9 CREDITS)

DA 301: Dental Office Management and CDT Coding	3 Credits
Dental front office procedures, appointment scheduling, treatment planning, inventory control, dental insurance claim processing, and Current Dental Terminology (CDT) coding.	
DA 303: DANB Board Review and Career Seminar	2 Credits
Targeted preparation for national certification exams (DANB RHS/ICE/GC and RDA exams), resume building, portfolio preparation, and mock interviews.	
DA 305: Dental Assistant Clinical Externship (160 Hours)	4 Credits
Supervised clinical placement in general and specialized dental practices, community health centers, or institutional clinics under preceptor evaluation.	

5. Tuition and Comprehensive Cost Structure

Transparent pricing covering tuition, laboratory consumables, dental typodonts, and technical infrastructure.

Direct Institutional Costs (Billed Directly)

Expense Category	Cost (USD)	Description
Tuition (\$450 / credit × 36 credits)	\$16,200.00	Covers all 36 didactic, laboratory, and externship credits.
Institutional Program Fee	\$1,200.00	Includes student services, library access, technology fees, and LMS infrastructure.
Dental Lab and Consumables Fee	\$950.00	Covers dental impression materials, impression trays, gypsums, acrylics, typodont models, PPE, and barrier films.
Dental Radiography & EHR License Fee	\$350.00	Access to digital imaging software, 3D dental simulation software, and practice management EHR systems.
Total Direct Institutional Costs	\$18,700.00	Total billed directly by the University of Justice.

Estimated Indirect Expenses (Out-of-Pocket / Third-Party)

Note: These items are not billed by the university but are required for program participation.

Expense Item	Estimated Cost (USD)	Notes
Textbooks and Digital Resources	\$450.00	Required bundles (Dental Assisting, Radiography, Anatomy).
Uniforms & Safety Eyewear	\$250.00	Clinical scrubs, protective eyewear/face shield, closed-toe shoes.
Background Check & Drug Screen	\$120.00	Mandatory for clinical externship clearance.
Immunizations / Health Exam	\$200.00 – \$400.00	Dependent on personal health insurance coverage.
DANB / RDA National Exam Fees	\$275.00 – \$450.00	Radiation Health & Safety (RHS) and Infection Control (ICE) exams.
Total Estimated Indirect Costs	\$1,295.00 – \$1,670.00	Estimated out-of-pocket expenses.

GRAND TOTAL ESTIMATED PROGRAM INVESTMENT: \$19,995.00 – \$20,370.00

6. Financial Aid and Payment Options

Financial support mechanisms for the Dental Assistant Certificate Program include:

- **Institutional Monthly Payment Plans:** Interest-free monthly installment options spread across the 12-month program duration.
- **Workforce Innovation and Opportunity Act (WIOA):** State workforce development grants for eligible allied health certificate candidates.
- **Veterans' Educational Benefits:** Approved for GI Bill® and VA educational funding streams.
- **Private Health Education Loans:** Specialized short-term financing partnerships for allied health students.

7. Professional Certification Pathway

Graduates are prepared to obtain state licensure and national credentials through recognized certifying bodies:

- **CDA (DANB):** Certified Dental Assistant through the Dental Assisting National Board.
- **RHS & ICE (DANB):** Radiation Health and Safety & Infection Control Examination certifications.
- **RDA Credentials:** Registered Dental Assistant registration through state dental boards.
- **CPFDA (DANB):** Certified Preventive Functions Dental Assistant credential pathway.