

## Dental Assistant Certificate Program

### Overview

JVS partners with clinical training partners (Eden Area ROP, Dental Perfections, and Expanded Functions Dental Assistant Association) to collaboratively implement an accelerated 4-week Dental Assistant training that combines online didactic training with in-person skill building in a mock dental office. This training program includes 68 hours of classroom training, which include Radiation Safety, Infection Control, and BLS certificates, and over 15 hours of occupation-specific professional skills taught by JVS. This program collaborates with members of SF Dental Society, Contra Costa Dental Society, Southern Alameda Dental Society, as well as community clinics to provide a 160-hour externship. JVS pays for students' tuition as well as other training-related costs, and subsidizes externship wages and other costs.

### Recruitment

JVS recruits, assesses, and selects participants for the program. JVS assesses participants with input from industry partners through an intensive process, which includes an application, phone screen, video interview, and skills assessment.

### Curriculum

The classroom training includes the foundational training and skills required for graduates to work as Dental Assistants, with an emphasis on core skills needed in a DA role, including: sitting properly in the DA chair, identifying dental tools, and holding suction effectively.

Coursework also covers:

- ✓ Dental Anatomy
- ✓ Infection Control (certificate)
- ✓ Charting
- ✓ Clinical Sciences: Instruments, Burs/Handpieces, Abrasives, Tofflemire Matrix Assembly and Placement, Rubber Dam Placement and Removal
- ✓ Clinical Chairside Training: Seating Patients, Aspiration, Instrument Transfer
- ✓ Chairside Procedures: Endodontic Procedure, Periodontal Procedure, Simple Oral Surgery, Amalgam Procedure, Composite Procedure, Crown and Bridge Procedure
- ✓ Dental Materials: Overview, Assembly of Automix Gun, Taking and Pouring Alginate Impressions
- ✓ California Dental Law and Ethics: Scope of Practice, Mandated Reporting
- ✓ CPR (certificate)
- ✓ Radiography (certificate)
- ✓ Pharmacology: Assembling the Aspirating Syringe, Assisting in the Administration of Nitrous Oxide
- ✓ Dental Business Office Management: Phone Skills, Inventory Management

JVS provides an additional 15+ hours of job readiness and soft skills development and covers a broad range of skills needed by Dental Assistants (DAs) to be successful in finding and maintaining employment. Participants will receive training in:

- Patient communication
- Critical thinking and problem solving
- Organization and time management
- Verbal and non-verbal communication
- Customer service
- Active listening
- Professionalism
- Conflict resolution
- Cultural competency
- Teamwork
- Job search skills

### Externship

Participants complete 160 hours of externship in which they observe and practice the skills they learned in the classroom. Participants earn minimum wage during their externship; payment is shared between JVS and the host

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site. JVS will pay the wages up front, and invoice host sites for their portion (between \$1500-\$2000 per participant). The externship host site provides a preceptor or supervisor to provide coaching and supervision of the student in their clinical competencies. **Please contact [kwong@jvs.org](mailto:kwong@jvs.org) for more info.**