



San Joaquin County Office of Education

Career & Technical Education

Dental Assistant ~ Advisory Meeting Minutes

CBEDS#: 4234

Dental Assistant Regional Advisory Minutes

Date:	April 24, 2014
Time:	6:00 p.m.
Location:	Lincoln Technical Academy ROP/C, Rm. A4

Industry Members Present:		
Name	Business/Organization/Other	Position/Title
Maritza Mendez	UOP Arthur A. Dugoni School of Dentistry	DMD
Michelle Nightengale	Patterson Dental Supply	RDA
Emily Brodehl	Tamara Clausen, DDS	RDA
Robyn Evans	Kidscare Dental Group	RDA
Jayden Segale	Jason Roach, DDS	DA
Lisa Saiia	Dentassist	RDA
Joyce Crame	Deer Park Dental Group	DA
Education Members Present:		
Name	School/Educational Program	Position/Title
Cheri Evans	Lincoln Technical Academy ROP/C (LUSD)	RDA, Instructor

1. MEETING CALLED TO ORDER

The meeting was called to order by Meeting Facilitator, Cheri Evans, at 6:30PM. All members were welcomed, especially the three new members, and an expression of gratitude for their service throughout the year was given.

2. INTRODUCTION OF ADVISORY COMMITTEE MEMBERS

All Advisory Committee members made self-introductions.



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3. SELECTION OF CHAIRPERSON

Maritza Mendez, DMD

4. SELECTION OF MINUTE TAKER

Cheri Evans volunteered to take minutes for this Advisory Committee meeting.

5. PURPOSE OF THE MEETING

- Annual advisory committee meeting to review and update curriculum.

6. APPROVAL OF MINUTES

The minutes of the Advisory Committee meeting were reviewed. A motion was then made to approve the minutes as presented.

Motion: Maritza Mendez, DMD

Second: Michelle Nightengale, RDA

Outcome: Unanimously approved

7. COURSE CURRICULUM REVIEW

Advisory Committee was presented with the ROP Dental Assistant Course outline for review. The course texts, Modern Dental Assisting 10th Edition, Pocket Guide to Dental Instruments 3rd & 4th Editions were on display for review. Members provided input as follows:

Section 4: Course Description :

No Change

Section 5: Course Prerequisites: No Change for DA Program

Section 6: Course Hours of Instruction: No Change

Section 7: Course Revision Date: Revised April 24, 2014

Section 8: Course Outline: The following changes were made:

Section 2 = Evaluation: 5 pre-clinical (externship), diagnostic quality, sets of alginate impressions.

Section 9 =

Under Performance Goals: adding disinfection of impressions and placing in a biohazard labeled bag.

Under Content: changing Dental Board of Examiners Regulations to the Dental Board of CA's regulations.



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Section 10 =

Under Content: Add Globally Harmonized System of Labeling
Add Safety Data Sheets (formerly MSDS)

Section 14 = Under Content: Emergency Preparedness/Review of Office Protocols

Section 18 = Under Content: Add Sectional Matrices

Section 22 = Under Content: delete Removal of Impacted Teeth from the list of
surgical procedures

Section 25 = Under content:
Add HIPAA manual
Add HITECH ACT

Section 26 = Under Performance Goals: Change the first goal to read: Describe the
relationship between the patient and the dental team as "Patient-Centered
Care"

Under Content: Add Communicating with coworkers

Section 9: Additional Recommended/Optional Items:

A. Articulation

B. Academic Credit

C. Instructional Strategies: After 2 consecutive absences without phone notification the
student is dropped from course and will have to repay the registration fee to re-enter.

D. Instructional Material: Addition of Dentrix practice management software

E. Certificates

8. COURSE OUTLINE AND HOURS OF INSTRUCTION PER UNIT REVIEW

No change to hours

9. CLASSROOM/JOB PLACEMENT ASSISTANCE

The committee was informed that due to the current slow economy, it is taking
longer for completers to find employment.

10. SUGGESTIONS AND RECOMMENDATIONS

- Prior to rinsing the oral cavity in the Moisture Control LAB Skill, apply toothpaste to the patient's teeth so that the operator can demonstrate effective rinsing.
- Develop promotional flyer and brochure for the program that encourages high school student enrollment and can be distributed to students and counselors.



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- Personally go to charter high schools to present program
- Conduct lunch time CTE promotional fairs at the high schools

11. CURRICULUM APPROVAL AND APPROVAL TO CONTINUE THE PROGRAM

A motion was made to approve the curriculum as presented and including changes.

Motion: Emily Brodehl, RDA

Second: Lisa Saiia

Outcome: Unanimously approved

12. NEXT MEETING DATE

Date for the next Advisory Committee Meeting is Spring 2015.

13. EXPRESSIONS OF APPRECIATION

Cheri Evans expressed appreciation to the Advisory Committee for their attendance, and continued support and dedication to the program and its instructor.

14. ADJOURNMENT

The Advisory Committee meeting adjourned at 8:45 p.m.

Minutes Taker: Cheri Evans_Email Address of Minute Taker:cevens@lodiused.net

Telephone number of Minute Taker:
(209) 331-7645