Thank you for your interest in Collin College’s Dental Hygiene Program. The enclosed packet provides information regarding admission procedures, required courses, estimated expenses, the application, observation sheet, and (2) reference forms.

Collin College’s Associate of Applied Science degree in Dental Hygiene is rated as an Exemplary Program in the State of Texas by the Texas Higher Education Coordinating Board and has been awarded Accreditation with the American Dental Association’s (ADA) Council on Dental Accreditation (CODA).

Dental hygiene is a two-year program that begins in the fall semester of each year. Dental hygiene classes are scheduled at the Central Park Campus in McKinney. Enrollment is limited and admission is competitive with only 16 open positions per year. Admission to Collin College does not imply or guarantee admission to the Dental Hygiene Program. The program application deadline is 5:00 P.M. Friday, January 19th 2018. However, applications to the program should be submitted as soon as possible. Upon successful completion of the program, the student is awarded an Associate of Applied Science Degree and is eligible to sit for national and regional licensing examinations.

This admissions packet has been designed to answer your questions regarding dental hygiene admission. Please read the packet in its entirety, you may contact the Dental Hygiene Office with further questions at (972) 548-6535 or the Dental Hygiene advisor at (972) 548-6778.

Good luck with your application process!

Christine McClellan, RDH, MSEd
Dental Hygiene Program Director

*Specific program requirements and program selection and acceptance criteria are subject to change at any time and without notice. It is the applicant’s responsibility to keep informed of current program requirements.*
Collin College Dental Hygiene Program
Application Requirements

Admission to this program is very selective. Admission to the college does not guarantee admission to the Dental Hygiene Program. The following items must be received by 5:00 P.M. Friday, January 19th 2018, in order to have a completed application that is eligible for review.

- Fill-out the application form (page 21)
- Official copy of your GED Certificate or high school transcript
- Submit official copies of ALL college transcripts, including Collin transcripts. You will be responsible for ordering your own Collin transcripts as the Dental Hygiene Department DOES NOT have access to obtain this information for our applicants.
- Complete prerequisite course requirements & provide grades earned (page 23):
  - Anatomy and Physiology I (BIOL 2401)
  - Anatomy and Physiology II (BIOL 2402)
  - Introduction to Chemistry I (CHEM 1405)
  - Microbiology (BIOL 2420)

Courses must include the laboratory sessions for each course, and must be completed within five years prior to the application deadline. Courses taken more than 5 years prior to the time of application deadline will not be accepted. Every applicant is responsible for ensuring the accurate transfer of courses prior to submitting an application (See Academic Advising for assistance). Please note that the lack of prior approval will delay the processing of your application, and may affect your acceptance into the program.

- Complete the PSB exam with a satisfactory result (See page 9 for additional info)
  All PSB exams must be taken by December 29, 2017 in order to apply by the application deadline.
  THERE WILL BE NO EXCEPTIONS.

- Observation Hours (16 hours required, and must be completed within the last 12 months by a licensed Hygienist. Observations completed through a DDS will not be considered.) (page 22)
- Submit a TYPED 1-2 page essay that discusses why you have selected dental hygiene as a profession, along with a reflection about your observation experience.
- Submit two reference forms: From an employer or educator (pages 24-27)
- Photograph of the applicant only, sized 4x5. (Does not have to be a professional photograph.)

ALL application requirements must be completed and into the Dental Hygiene Department by the application deadline (5:00 P.M. Friday, January 19th 2018). Prerequisites and additional requirements not completed by the deadline will not be eligible for review.

It is recommended that you have tracking information on all mailed requirements to ensure delivery.
Collin College Admissions Requirements

Once applicants are admitted into the Dental Hygiene Program, admittance into Collin College is required. Here are the general requirements for admission into Collin College.

1. General admission requirements to Collin College: (Must be handled online or through the admissions office.)

   - Completed admissions application
   - Official college/university transcripts from all schools attended – copies not accepted
   - GED Certificate or high school transcript
   - The applicant must be at least 18 years of age and have earned a high school diploma or GED Certificate.
   - A minimum grade of “C” is required on all college courses completed and applicable for transfer or admission into the program.
The Points System and Selection Criteria

Admission into the Dental Hygiene program is extremely competitive, with 16 positions available per year. In order to make a fair and accurate decision, we utilize the following point system to rank our applicants. Applicants will be ranked and selected based on the number of points earned. The Collin College Dental Hygiene Program reserves the right to make changes to admission criteria and program information as circumstances require. In the event of a tie for final slots into the program, qualified applicants will be considered based upon their overall G.P.A.

1. **Prerequisite Courses** *(Maximum of 16 points)*

Applicants can be awarded a maximum of 16 points for completion of the prerequisite courses Anatomy and Physiology I, Anatomy and Physiology II, Introduction to Chemistry or General Chemistry and Microbiology. These courses must be completed within five years prior to the application deadline. Every applicant is responsible for ensuring the accurate transfer of courses prior to submitting an application (See Academic Advising for assistance). Please note that the lack of prior approval will delay the processing of your application, and may affect your acceptance into the program.

<table>
<thead>
<tr>
<th>Grade in Lecture Course</th>
<th>Grade in Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>3 pts</td>
</tr>
<tr>
<td>B</td>
<td>2 pts</td>
</tr>
<tr>
<td>C</td>
<td>1 pt</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>A in lab</td>
<td>1 pt</td>
</tr>
<tr>
<td>B in lab</td>
<td>1 pt</td>
</tr>
<tr>
<td>C in lab</td>
<td>0 pts</td>
</tr>
</tbody>
</table>

If a course is four credit hours and has only one grade, that grade will apply for both the course and the lab.

2. **PSB Exam** *(Maximum 10 points)*

(PSB may only be taken once per application year.)

- Scores 76% and above will receive 2 points per category
- Scores from 40-75% will receive 1 point per category
- Scores below 40% will not receive any points

The PSB Health Occupations Aptitude Examination is composed of a battery of tests that measures abilities, skills, knowledge, and attitudes important for successful performance of students in the allied health education programs. A maximum of ten points can be awarded in this area. The battery of five tests is:

- Academic Aptitude (Verbal, Numerical, Nonverbal)
- Spelling
- Reading Comprehension
- Information in the Natural Sciences
- Vocational Adjustment Index

The exam is given in the Testing Center at the Central Park Campus in McKinney. Allow three hours to take the exam. **There is a $20.00 non-refundable fee for this examination. Registration is on a first come-first serve basis** and can be done in the Dental Hygiene Department (972.548.6535 room A119) at CPC, M-F, 8 am – 5 pm. Payment should be made to the Cashier before registering for one of the exams. As there is limited space for each exam, you are advised to register early. Payment can be made by cash, check or credit card. There will be no refund or transfer of fee to future test dates if student does not show up for originally registered test date. See page 9 for exam schedule.
3. **16 Observation Hours (Maximum 2 points)**
   Applicants will be required to complete 16 hours of observing a Registered Dental Hygienist. 
   Hours must be within the last 12 months. Observation form included in this packet. (See page 22 for details)

4. **Interview (Maximum 5 points)**
   Once all applications are received and reviewed, an invitation with the selection committee will be extended to a select few via phone. Invitation to the interview does not guarantee acceptance into the Collin College Dental Hygiene program. Each applicant will receive a score for their interview, which will be added to your overall application score. (Every applicant **WILL NOT** receive an invitation for an interview. Please do not call or email to schedule an interview.)

5. **Typed Essay (Maximum 3 points)**
   All applicants must submit typed, well-developed, one to two page essay discussing why dental hygiene has been selected as a profession, along with details about your observation experience.

6. **References (Maximum 2 points, 1 point will be given for each reference letter received)**
   Two reference forms are included in this packet for references from individuals who can attest to your character and aptitude as a dental hygiene student. Dental hygiene admission requires two completed references mailed directly to the dental hygiene program. (Pages 24-27)

   **Employer/or Educator:** If an educator or employer reference is not possible, the reference must be from someone in a supervisory position to you. (Examples: dentist/dental hygienist, clergy member, volunteer supervisor, etc.)

7. **Honors BONUS BIOL 2401 AND/OR BIOL 2402 (Additional 2 points)**

<table>
<thead>
<tr>
<th>A in lecture course = 1 pt</th>
<th>A in lab = 1 pt</th>
</tr>
</thead>
<tbody>
<tr>
<td>B in lecture course = 1 pt</td>
<td>B in lab = 1 pts</td>
</tr>
<tr>
<td>C in lecture course = 0 pts</td>
<td>C in lab = 0 pts</td>
</tr>
</tbody>
</table>

   **Basic Requirements Max Points:** 38 POINTS
   **Honors Bonus Points:** 2 POINTS

   **MAXIMUM POSSIBLE POINTS:** 40 Points

   Applications are due by 5:00 PM Friday, January 19th 2018 for consideration of acceptance into the fall 2018 entry class. Applicants will be notified by mail, within six to eight weeks after application deadline.

   **Professionalism Statement:** Professionalism is of the utmost importance for our program. If an applicant displays unprofessional behavior at any time during the application process, their application will be revoked immediately.
Additional Program Requirements

1. Photograph of the applicant only, sized 4x5. (Does not have to be a professional photograph.)

2. All applicants must submit results from the Texas Higher Education Assessment (THEA/TSI), which is required for all applicants entering a Texas college unless the applicant is THEA/TSI exempt. All applicants required to take THEA/TSI must successfully complete the exam prior to the beginning of classes. Additional THEA/TSI information may be found in the Collin College catalog.

3. Upon formal acceptance into the dental hygiene program, all applicants must be certified in CPR, the American Heart Association for the BLS for Healthcare Providers: Adult, Child and Infant with AED. CPR online courses will not be accepted. Completion of this requirement is mandatory prior to admittance into Dental Hygiene Clinic I (DHYG 1431). Certification must be maintained through graduation and for licensure.

4. Training in Infection Control Procedures: No student will be allowed to deliver patient services in any setting until he/she has been instructed on an annual basis in infection control (as per OSHA/ HIPAA guidelines, HB300 every 2 years) and has mastered material on safety/universal precautions with satisfactory accuracy. Following mastery of infection control skills and under faculty supervision, each student will be expected to provide services for patients with health deviations, including patients with HIV/HBV and other bloodborne/infectious diseases, as part of routine clinical/lab curriculum experiences. (Training provided once a student of the Dental Hygiene program.)

5. You must maintain a minimum overall GPA of 2.5 (including dental hygiene courses) (75 average) once enrolled as a dental hygiene student.

6. A drug scan and background check will be required upon acceptance into the program. Requirements for dental hygiene licensure as set by the Texas State Board of Dental Examiners (TSBDE) define that individuals be “of good moral character”. All individuals accepted into the program must meet licensure eligibility requirements. Information received from the background check or drug scan may result in dismissal from the program. In addition to a drug screening following admissions, there may be additional random or incident drug screenings while enrolled in the curriculum.

7. The applicant must be in good health and furnish physical, dental and eye examination records. Forms will be provided by the dental hygiene department, once accepted into the program.

8. In addition, the State of Texas requires the applicant to provide proof of the following immunization requirements:

Source:
Title 25 Health Services, §§ 97.61-97.72
Of the Texas Administrative Code
(a) This section applies to all students enrolled in health-related courses, which will involve direct patient contact in medical or dental care facilities. This includes all medical interns, residents, fellows, nursing students, and others who are being trained in medical schools, hospitals, and health science centers listed in the Texas Higher Education Coordinating Board’s list of higher education in Texas; and students attending two-year and four-year colleges whose course work involves direct patient contact regardless of the number of courses taken, number of hours taken, and the classification of the student. Subsection (i) of this section also applies to veterinary medical students whose course work involves direct contact with animals or animal remains regardless of number of courses taken, number of hours taken, and the classification of the student.

(b) Students may be provisionally enrolled for up to one semester to allow students time to attend classes while obtaining the required vaccines and acceptable evidence of vaccination.

(c) Students cannot be provisionally enrolled without at least one dose of measles, mumps, and rubella vaccine if direct patient contact will occur during the provisional enrollment period.

(d) Polio vaccine is not required. Students enrolled in health-related courses are encouraged to ascertain that they are immune to poliomyelitis.

(e) One dose of tetanus-diphtheria toxoid (Td) is required within the last ten years.

(f) Students who were born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of two doses of measles-containing vaccine administered since January 1, 1968.

(g) Students must show, prior to patient contact, acceptable evidence of vaccination of one dose of rubella vaccine.

(h) Students born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of one dose of mumps vaccine.

(i) Students shall receive a complete series of hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to hepatitis B virus. Vaccination consists of a three dose series. This series may commence following acceptance into the dental hygiene program. Individuals unable to receive the HBV must inform the program director. In such cases the applicant must sign a declination form.

(j) Students shall receive two doses of varicella vaccine unless the first dose was received prior to thirteen years of age.

*Exceptions to Immunization Requirement*  
*(Verification of Immunity/History of Illness)*
(a) Serologic confirmations of immunity to measles, rubella, mumps, hepatitis A, hepatitis B, or varicella, are acceptable. Evidence of measles, rubella, mumps, hepatitis A, or hepatitis B, or varicella illnesses must consist of a laboratory report that indicates either confirmation of immunity or infection.

(b) A parent or physician validated history of varicella disease (chickenpox) or varicella immunity is acceptable in lieu of vaccine. A written statement from a physician, or the student’s parent or guardian, or school nurse, must support histories of varicella disease.

(c) Annual TB testing: Must be the TB Blood Quantiferon Gold Test.

(d) Flu Vaccine: must be completed annually by October 31st.

(e) Tdap/Tetanus/Diphtheria: Vaccine is required every 10 years.

(f) If applicant was born after 1980, 2 doses of the Varivax vaccine or a positive Titer is required prior to the 2nd year of the program.

In all admissions policies and practices, Collin College does not discriminate on the basis of race, color, religion, gender, age, national origin, disability or veteran status in accordance with federal law.

In order to make college life more convenient, all campuses are accessible to all individuals with disabilities. Please contact the ACCESS office, Spring Creek Campus (972) 881-5898, Room G200, or (972) 881-5950 for information regarding special needs.
## Fall 2017

**PSB Allied Health Exam**

<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Time</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, October 11, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Thursday, October 12, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Tuesday, November 14, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Thursday, November 16, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Tuesday, December 5, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Tuesday, December 5, 2017</td>
<td>1:00 P.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Wednesday, December 6, 2017</td>
<td>9:00 A.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
<tr>
<td>Wednesday, December 6, 2017</td>
<td>1:00 P.M.</td>
<td>A109, CPC – Testing Center</td>
</tr>
</tbody>
</table>

---

**To register for an exam date:**

Please come to the Central Park Campus in McKinney and pay for your exam at the cashier’s office. Please take your receipt to your program office to schedule your exam date. Dates are filled on a first come, first serve basis.
### Estimated Costs

<table>
<thead>
<tr>
<th></th>
<th>First Year Estimated Expenses</th>
<th>Second Year Estimated Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition Plus Fees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In County</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Out of County</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Out of State</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Books</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$1062.00</td>
<td>$550.00</td>
</tr>
<tr>
<td><strong>Shoes and Uniforms</strong></td>
<td>$200.00</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>Required Immunizations/ Hepatitis Vaccine</strong></td>
<td>Approximately $200.00 +</td>
<td>TB/ Flu Annual requirements</td>
</tr>
<tr>
<td><strong>Record Keeping Fee for Immunizations</strong></td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td><strong>Instruments</strong></td>
<td>$3300.00</td>
<td>$1000.00</td>
</tr>
<tr>
<td><strong>Dental Hygiene Student Prof. Association Dues</strong></td>
<td>$65.00 per year</td>
<td>$65.00 per year</td>
</tr>
<tr>
<td><strong>Liability Insurance</strong></td>
<td>$12.00 per year (paid with tuition the 2nd semester of the program)</td>
<td>$22.00 per year (paid with tuition the 3rd semester of the program)</td>
</tr>
<tr>
<td><strong>Cap and Gown Fee</strong></td>
<td>N/A</td>
<td>$25.00</td>
</tr>
<tr>
<td><strong>Graduation Photographs</strong></td>
<td>N/A</td>
<td>$60.00 (fall)</td>
</tr>
<tr>
<td><strong>National Board Review Seminar</strong></td>
<td>N/A</td>
<td>$425.00 (spring/optional) $410.00 (spring)</td>
</tr>
<tr>
<td><strong>National Board Exam</strong></td>
<td>N/A</td>
<td>$1000 (spring)</td>
</tr>
<tr>
<td><strong>Regional Board Exam (WREB)</strong></td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td><strong>CPR/ AED Certification</strong></td>
<td>$50.00-$60.00</td>
<td>$50.00-$60.00</td>
</tr>
<tr>
<td><strong>Drug Screening</strong></td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td><strong>Jurisprudence Exam</strong></td>
<td>N/A</td>
<td>$54.00 (fall)</td>
</tr>
</tbody>
</table>

*Lab fees are not included.

** $200.00 minimum required by law.

Candidates should consider other related expenses and issues such as child care and family responsibilities, lunch, gas, notebooks, pens, paper, planner, etc.
Collin College  
Associate of Applied Science Dental Hygiene Degree  
Curriculum

**Pre Entrance Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Lec</th>
<th>Lab</th>
<th>Ext</th>
<th>Cont</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I (^1)</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>112</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II (^2)</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>112</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2420</td>
<td>Microbiology for Non-Science Majors</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>112</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1405</td>
<td>Introduction to Chemistry I</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>112</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL HOURS** 12 16 0 448 16

**FIRST YEAR**

**First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Lec</th>
<th>Lab</th>
<th>Ext</th>
<th>Cont</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHYG 1201</td>
<td>Orofacial Anatomy, Histology and Embryology</td>
<td>1</td>
<td>3</td>
<td>0</td>
<td>64</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1304</td>
<td>Dental Radiology</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>80</td>
<td>3</td>
</tr>
<tr>
<td>DHYG 1431</td>
<td>Preclinical Dental Hygiene</td>
<td>2</td>
<td>8</td>
<td>0</td>
<td>160</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>64</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>48</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL HOURS** 11 15 0 416 15

**Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Lec</th>
<th>Lab</th>
<th>Ext</th>
<th>Cont</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHYG 1207</td>
<td>General and Dental Nutrition</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>32</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1219</td>
<td>Dental Materials</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>48</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1227</td>
<td>Preventive Dental Hygiene Care</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>48</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1235</td>
<td>Pharmacology for the Dental Hygienist</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>32</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1261</td>
<td>Clinical I - Dental Hygienist</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td>128</td>
<td>2</td>
</tr>
<tr>
<td>PSYC 2301</td>
<td>General Psychology (^1)</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>48</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL HOURS** 10 3 8 336 13

**SECOND YEAR**

**First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Lec</th>
<th>Lab</th>
<th>Ext</th>
<th>Cont</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHYG 1211</td>
<td>Periodontology</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>32</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1215</td>
<td>Community Dentistry</td>
<td>1</td>
<td>4</td>
<td>0</td>
<td>80</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 1239</td>
<td>General and Oral Pathology</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>48</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 2153</td>
<td>Dental Hygiene Practice</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>16</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 2201</td>
<td>Dental Hygiene Care I</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>32</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 2361</td>
<td>Clinical II - Dental Hygienist</td>
<td>0</td>
<td>0</td>
<td>18</td>
<td>288</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL HOURS** 8 5 18 496 12

**Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Lec</th>
<th>Lab</th>
<th>Ext</th>
<th>Cont</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHYG 2102</td>
<td>Applied Community Dentistry</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>48</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 2231</td>
<td>Dental Hygiene Care II (Capstone)</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>48</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 2363</td>
<td>Clinical III - Dental Hygienist</td>
<td>0</td>
<td>0</td>
<td>18</td>
<td>288</td>
<td>3</td>
</tr>
<tr>
<td>\textit{GEN ED}</td>
<td>Select one \textit{Humanities} / \textit{Fine Arts} General Education course</td>
<td>2-3</td>
<td>0-3</td>
<td>0</td>
<td>48-80</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introduction to Sociology</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>48</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL HOURS** 7-8 4-7 18 512 12

**GRAND TOTAL** 48-49 43-46 44 2208 68
Communicable Disease Statement

Students who plan to enter dental hygiene will be required to read and sign a communicable disease statement and waiver of liability waiver form. This form will become a part of the student’s permanent record and will state that the student:

- Has been informed of their risk for exposure to blood and body fluids
- Understands the potential transmission of bloodborne diseases during patient care activities
- Is financially responsible for any necessary testing/treatment resulting from an occupational incident and/or communicable disease exposure
- Agrees to treat all patients that are assigned regardless of disease state presented by the patient

Although there are no documented cases of occupational spread of HIV to dental workers, students enrolled in the Dental Hygiene Program are at a slight risk of exposure to blood and body fluids and potential does exist for transmission of bloodborne and other infectious diseases during patient care activities. The risk of disease transmission from dental patients to members of the dental team is extremely low. Nevertheless, there is some small potential for this to occur. The Americans with Disabilities Act forbids discrimination against patients with HIV or Hepatitis, therefore, students are required to treat all patients assigned, regardless of the disease state of the patient. Refusal to treat any patient may affect the student’s academic success.

Collin College is not responsible for any medical cost associated with you contracting any communicable disease during your education and/or participation in college sponsored functions. If you contract a bloodborne infectious disease during your enrollment appropriate health experts will be consulted regarding your ability to continue to treat patients.

Applicants who believe they are at an increased risk of contracting an infectious disease should seek testing and counseling prior to making application to the Dental Hygiene Program. Applicants/students who are HIV/AIDS or HBV positive will not be barred from working, teaching, attending classes or participating in college sponsored activities unless the applicant/student is unable to follow Universal Precautions. All decisions will be made on a case-by-case basis.

Reporting Infectious Status
Any student or employee who knows, or has reasonable basis for believing that he or she is infected with HIV/AIDS, HBV or other infectious disease which may pose a threat to others, and whose curriculum or job requires performance of patient care procedures which may be exposure prone, has an obligation to share that information. Disclosure will allow the College to protect the welfare of employees, students and patients/clients from the spread of disease, and so that we can respond appropriately to the individual’s health and employment/educational needs.

Students, faculty and staff of Collin College identified as having HIV/AIDS, HBV will not be barred from working, teaching, attending classes or participating in college activities unless it is determined that he/she is unable or unwilling to conduct themselves in an ethical, responsible and safe manner on campus. All decisions will be made on a case by case basis.

Individuals in need of assistance will be referred to counseling services. The individual will receive the College’s bloodborne policy and the Aids in the Workplace brochure that provides information regarding the availability of further assistance.
Confidentiality/Disclosure

Collin College abides by the Family Educational Rights and Privacy Act (FERPA), a federal law that protects the privacy of student education records.

All health information disclosed by an applicant, student, patient, faculty or staff member is strictly maintained. We want to assure you that your personal health history will not unnecessarily be made available to others outside of the dental hygiene department. We will use and communicate your health information only for the purpose of providing you treatment, in cases of abuse or when required by law.

The College recognizes the importance of protecting to the greatest event possible, the confidentiality and privacy of any employee/student found to have HIV/AIDS, HBV or other infectious disease. This information will be handled with care and sensitivity and will be kept confidential. The College also has a responsibility to protect employees, student and patients/clients from the harmful acts or conditions of its employees/students. Complete confidentiality will be protected to the highest degree, however may not be guaranteed in such cases that would prevent responsible actions.

A personal physician in keeping with the current standards, requirements and recommendations of the Centers for Disease Control must routinely assess all students/employees who have a known infectious disease. An evaluation of the individual will include the physician’s statement of the individual’s ability to adequately and safely perform the objectives/job performance required of the dental hygiene curriculum. The physician’s statement must also indicate the nature and extent of the individual’s susceptibility to infectious disease often encountered when performing the objective/job skills required for the individual’s curriculum.

Health Records for Students and Employees
As stated in the Collin College Faculty and Staff Handbook AIDS Policy “Collin College shall comply with any state and federal laws regarding the confidentiality of educational and medical records of students and staff. Health information about a student or employee is personal and confidential and should be treated as such. Records will be maintained in a secure and confidential manner.”

Health Requirement
All students who plan to enter a health related field of study must be able to prove immunity to mumps, measles, rubella, tetanus, diphtheria, polio, varicella zoster, hepatitis B and tuberculosis. Those students who reject immunizations could jeopardize their health and ability to fulfill clinical requirements. Students who elect not to be immunized must sign a declination waiver form.
Dental Hygiene Career Description

The dental hygienist is a licensed dental health care professional who specializes in periodontal therapy and oral health education. A broad based education in biological sciences and humanities as well as dental sciences and clinical techniques prepare the graduate for work in private practice and community settings. The dental hygienist is a member of the dental health team, along with the dentist, dental assistant and dental laboratory technician. The dental hygienist may be employed in private dental offices, dental product sales, public schools, or other institutions under the supervision of a licensed dentist. Alternative practice settings include hospitals, clinics, federal agencies and local and state health departments. The dental hygienist is in demand nationally, statewide and locally, and opportunities are available on a full-time and part-time basis for employment. Hygienist’s are also required to satisfy 12 CE hours per year.

In the state of Texas, the dental hygienist is licensed to perform primary preventive procedures including:

- Perform oral health care assessments that include reviewing patients’ health history, dental charting, oral cancer screening, and taking and recording blood pressure;
- Expose, process, and interpret dental X-rays;
- Remove plaque and calculus soft and hard deposits-from above and below the gum line;
- Apply cavity-preventive agents such as fluorides and sealants to the teeth;
- Teach patients proper oral hygiene techniques to maintain healthy teeth and gums;
- Counsel patients about plaque control and developing individualized at-home oral hygiene program
- Counsel patients on the importance of good nutrition for maintaining optimal oral health.

Collin College Dental Hygiene Program Goals

The Collin College Dental Hygiene Program will prepare the graduate to perform clinical procedures, dental nutritional counseling, identify potential health problems and understand the physical and clinical aspects of treatment. The student will study the physical structures of the head, neck and teeth, recognize patients’ health conditions, understand medications and their effects and understand the disease process.

The Dental Hygiene Program goals reflect the institution’s core values. They are listed as follows:

- Create an active learning environment that integrates the principles of evidence-based research while promoting critical thinking, self-evaluation, innovation, creativity, and lifelong learning.
- Provide clinical experiences that promote a commitment to community service and civic involvement while responding to the oral health needs of a diverse community.
- Provide students with the knowledge and clinical competence required to provide current, comprehensive dental hygiene services in a variety of settings for individuals of all ages and stages of life including those with special needs.
• Emphasize the importance of treating each patient/client with dignity and respect.
• Create an environment that promotes the importance of wellness in both student and patient/clients.

Provide students the knowledge to integrate preventive dental hygiene services to a diverse community in an evolving health care system.

Collin College affirms as its mission the commitment to provide, within the resources available, educational programs and services that meet the individual and community needs. The district seeks to promote lifelong individual growth and excellence through strengthening the intellect, character and capabilities of all students. The college acts as a resource to local, state, national and international communities by providing education, cultural and civic programs and services.

Collin College core values are as follows:
• Service and involvement
• Creativity and innovation
• Academic excellence
• Dignity and respect
• Integrity

**Employment Opportunities**

*Consider the possibilities*

Whether you’re starting a career or looking for a change, the dental hygiene profession can provide many satisfying opportunities in the status of a health care professional, an attractive income potential, the rewards of keeping people healthy, a flexible work schedule, professional settings, the opportunity to work nationwide or abroad, pleasant surroundings, career potential, and stability.

* The median annual wage for dental hygienists was $71,520 in May 2014. The median wage is the wage at which half the workers in an occupation earned more than that amount and half earned less. The lowest 10 percent earned less than $49,190, and the highest 10 percent earned more than $97,390. Employment of dental hygienists is projected to grow 19 percent from 2014 to 2024, much faster than the average for all occupations. Ongoing research linking oral health and general health will continue to spur the demand for preventive dental services.

McKinney, Texas was recently rated as the fastest growing city in the United States. The population in the area is projected to triple within the next five years. The employment opportunities for dental hygienists are expected to rise in order to meet the oral health needs of the growing population.

Texas State Board of Dental Examiners

Applicants to the Dental Hygiene Program should be aware that the following questions must be answered when completing the Texas State Board of Dental Examiners Application for Examination to Practice Dental Hygiene:

Have you now or have you ever:
1. Been notified of any charges, complaints, or other disciplinary action filed against you by any disciplinary agency? If yes, explain
2. Been convicted of a drug related felony or a felony involving moral turpitude? If yes explain.
3. Been chronically or habitually intoxicated or addicted to intoxicant, drugs, or controlled substances? If yes, explain.
4. Been the subject of a pending prosecution for an offense which is a felony under the law of Texas? If yes, explain.

Core Performance Standards

In response to the Americans with Disabilities Act, a national survey of administrators of health care facilities, which employ dental hygienists, validated a list of core performance standards a health professional must possess in order to function safely and effectively in a variety of clinical settings. Results indicate that relatively high numbers of activities were identified in each core performance standards category by the health care agencies as being necessary for dental hygiene practice.

These core performance standards include, but are not limited to:
- Ability to sit for prolonged periods of time
- Ability to grasp, push, and/or pull
- Ability to bend and stoop
- Moving quickly in response to emergency
- Using upper body movements
- Carrying and moving equipment & supplies
- Reaching and/or lifting
- Other core performance standards identified for dental hygiene care include, but are not limited to:
  - Vision that allows detecting physical change
  - Hearing that allows responding to physical and verbal cues
  - A sense of touch that allows for assessment and palpation
  - Critical thinking
  - Interpersonal and communication skills

Other

The dental hygiene program reserves the right to require remedial work of any student who does not demonstrate clinical competence.
**Specific Technical Standards for Dental Hygiene Students**

**General Skills:**

The practice of dental hygiene is composed of skills in communication, patient management, time management, cognitive assimilation, and fine motor skills. Skills in each of these areas are required on a daily basis.

Time management skills are needed both in the educational and clinical practice phases as the practitioner is presented with a variety of deadlines and time critical tasks. Often, more than one task competes for a given block of time and the prospective student is expected to be able to prioritize the tasks and have them completed in a timely fashion. Functioning under time and patient management constraints is often encountered. Additionally, the student will be expected to comply with a variety of clinical and workplace rules and regulations related to successful and safe clinical practice. More specific skill requirements follow.

**Visual and Perceptual Skills:**

The practice of clinical dental hygiene mandates that the practitioner have extremely fine motor control with correspondingly high hand-eye coordination. The prospective student is expected to have binocular vision with discrimination/perception to 1.0 mm or better. Visual acuity should be corrected to 20/40 or better with the ability to accommodate at a distance of 10” or less. Color vision deficiencies should be limited to a single color. As a part of visual/perceptual coordination, the student must be able to observe detail during laboratory demonstrations and patient conditions as a part of clinical treatment.

**Sensory Skills:**

Should have correctable hearing in at least one ear and be able to develop reasonable skills of percussion and auscultation. Sensory and motor innervations of the hand and arm muscles should be intact and functioning normally as fine motor and tactile skills are an essential component of this profession.

**Motor Skills:**

Candidates for admission must have sufficient motor function to elicit information from a patient by palpation, auscultation, percussion, and other diagnostic modalities. Candidates must also be able to perform the motor movement skills necessary to render clinical dental hygiene treatment, and have the physical strength to move themselves (by walker, cane or crutches as necessary) to a position enabling them to provide dental care. Additionally, the candidate must possess the strength to assist a patient in transferring themselves to and from a dental chair, and whenever necessary perform cardiopulmonary resuscitation for an extended period of time. Fine motor skills are expected of every candidate. Providing dental hygiene care requires both gross and fine motor control. The candidate should have full manual dexterity including the functioning of both arms, both wrists, both hands, and all fingers. Necessary clinical skills involve procedures requiring (but not limited to) grasping, fingerling, pinching, pushing, pulling, holding, extending, and rotation.
Intellectual, Conceptual and Cognitive Skills:

Candidates must have the ability to measure, assess, calculate reason, analyze, and synthesize data. Problem solving and diagnosis (which includes obtaining, interpreting, and documenting information) are critical and essential skills. The ability to understand and comprehend three dimensional relationships is necessary.

Communication Skills:

The student is expected to be able to communicate clearly in English at a level of understanding appropriate to the ability of an individual patient to understand. This communication ability is expected both in the oral and written form. The clinical practice of dental hygiene requires the ability to accurately transfer gathered data into a patient record. Included in this area is therapeutic communication in which a candidate is expected to have (or be able to develop) skill in coaching, facilitating, and touching.

Emotional Stability:

Direct patient contact often involves stressors that must be dealt with rationally. High levels of mental and emotional stability are required on a daily basis.

Accommodations Information and Processes

Dental Hygiene Functional Abilities/Core Performance Standards and need for accommodations worksheet will be distributed to all applicants during the interview process. The Functional Abilities/Core Performance Standards worksheet, and related documentation, will be maintained in a file separate and apart from the application for the program and other educational records.

Request for Accommodation(s)

The college district’s Dental Hygiene program has accepted these core performance standards as expectations for success in its program. Following initial acceptance into the Dental Hygiene program, each prospective student applying to the Dental Hygiene program must complete the Functional Abilities/Core Performance Standards worksheet. Thereafter, each accepted student must regularly and successfully demonstrate/perform the listed Core Performance Standards, as a required component to continue in the program.

Determination

If the student is unable, or becomes unable, to meet the Core Performance Standards, the student must identify on the Functional Abilities/Core Performance Standards worksheet any and all accommodations required to enable the student to meet the Core Performance Standards. This form and any required medical documentation will be presented to the Student Affairs Committee of the Dental Hygiene program for determination of reasonableness within the scope of professional dental hygiene practice. Members of the Student Affairs committee that review the form and any related medical documentation will include representative faculty members from the dental hygiene faculty.

The student will be notified in writing of the determination of the Student Affairs Committee within ten (10) academic calendar days unless additional research is necessary, in which case the determination
will be made as soon as practical. Requests for accommodations are evaluated on a case-by-case basis, considering the identified core performance standards.

The student is responsible for initiating any requested accommodations, should the ability to meet the Core Performance Standards change during progression in the program. Faculty may request that a student re-complete the Functional Abilities/Core Performance Standards if the student is unable to demonstrate particular core performance standards.

If the requested accommodation is determined to be reasonable, it will be implemented until such time as the accommodation is no longer necessary, the accommodation is no longer reasonable, and/or for the duration of the student’s progression in the program. The student may be required to supply documentation for current and continuing accommodation(s) requested.

A representative from the college district’s office for students with disabilities will be present at the determination meeting. Additional research regarding requested accommodation(s) may be conducted prior to issuance of the determination.

Appeal

If the student does not agree with the determination of the Student Affairs Committee, the student may appeal the determination within ten (10) academic calendar days of the date of the initial determination by submitting a Request for Appeal of Determination of Reasonableness of Accommodation form to the Dean of Health Sciences and Emergency Services. This appeal will be considered a formal appeal under board policy. The student will be notified in writing of the Dean’s decision within ten (10) academic calendar days.

If the student does not agree with the decision of the Dean, the student may appeal to the Vice President of Student Development within the provisions of the college grievance procedure, identified in the Collin College Board Policy.
2018 Dental Hygiene Application Checklist

Applicant Name __________________________________________________

☐ Application Form
☐ GED or HS Transcript
☐ Official Transcripts  ☐ BIOL 2401  ☐ BIOL 2402  ☐ CHEM 1405  ☐ BIOL 2420
☐ PSB Exam
☐ 16 Observation Hours
☐ Typed 1-2 Page Essay
☐ 2 Reference Forms
☐ Photograph
Collin College Application for Dental Hygiene Admission

Associate of Applied Science Degree in Dental Hygiene

Social Security # _____ - _____ - _____

Name ____________________________________________________________

Last       First       MI       Other Names Records Are Under

Address: __________________________________________________________

                      Street       City       State/Zip Code

Telephone: (____)__________________ (____)__________________

                      Home       Cell

Email Address ______________________________________________________

Record of Education

<table>
<thead>
<tr>
<th>GED/High School Attended</th>
<th>Course of Study</th>
<th>Years Attended</th>
<th>Date Graduated</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>College, University Attended (including Collin College)</th>
<th>Major/Minor</th>
<th>Dates Attended</th>
<th>Credit Hours Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Degree earned: __________________ College Awarding Degree: __________________

Date of graduation: _______________ Expected completion date

Previous application year to CC: __________ for PSB Examination: __________________

1. List other Dental Hygiene Programs to which you have applied:
   __________________

2. List other majors to which you have made application:
   __________________

3. I have read the Core Performance Standards for Dental Hygiene as listed in this packet. (Please Initial)
   __________________

Criminal Activities:
Have you ever been convicted of or plead guilty to a felony or do you have a criminal charge pending?
If yes, give the year, location and nature of the violation and disposition: __________________

RETURN THIS COMPLETED FORM TO:
Director of Dental Hygiene
2200 W. University Drive, Room A119,
McKinney, Texas 75071

Signature __________________ Date __________

My signature certifies that all information given on this application is true, complete and accurate.
(Applications will not be considered without a signature.)
Clinical Observation of a Dental Hygienist
Verification Sheet

Name of Observer/ Applicant: _________________________________________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Observation Location</th>
<th>Name of Dental Hygienist</th>
<th>Number of Hours Observed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Office Name and Telephone Number</td>
<td>Signature and License Number</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Hours**

Minimum of 16 observation hours required. The application essay must include information about your observation experience.

**Instructions:** After completing the observation form, it must be placed in a stamped and addressed envelope (provided by the applicant), and mailed directly to us by the observed hygienist. Observation hours will need to be observed through a licensed Hygienist only. Hours observed with a DDS will not be considered. If the applicant has observed more than one hygienist, multiple forms may be received. Before mailing, the hygienist’s signature must be written across the flap. **DO NOT GIVE THE FORM TO THE STUDENT FOR MAILING.** Envelopes must be received by the Collin College Dental Hygiene department by, Friday, January 19, 2018 by 5:00P.M. **LATE FORMS WILL NOT BE ACCEPTED, NO EXCEPTIONS.** (Tracking your items is recommended)

PLEASE MAIL FORM TO:
Director, Dental Hygiene
2200 W. University Drive
McKinney, TX 75071
**Dental Hygiene Prerequisite Course Requirements & Grades Earned**

Name: ______________________________________________
Telephone: ________________________________________
Email Address: ___________________________________

<table>
<thead>
<tr>
<th>Prerequisite</th>
<th>Course Number</th>
<th>Grade</th>
<th>Semester/YR Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>A&amp;P I</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A&amp;P II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTRODUCTION TO CHEMISTRY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MICROBIOLOGY</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All required prerequisites must be completed within five years prior to the application deadline. Courses taken more than 5 years prior to the time of application deadline will not be accepted. **Every applicant is responsible for ensuring the accurate transfer of courses prior to submitting an application (See Academic Advising for assistance or call 972-548-6778 or 972-548-6779.)** Please note that the lack of prior approval will delay the processing of your application, and may affect your acceptance into the program.
The following person is using your name as a professional reference for application to the Dental Hygiene Program of Collin College. The applicant must have this evaluation in his/her file in order to be considered for admission to the Dental Hygiene Program. We appreciate you taking time to complete the following questionnaire. 1 point will be given for each reference received. This form must be received by 5:00 P.M. Friday January 19th, 2018, directly to:

Director, Dental Hygiene Program
Collin College
2200 W. University
McKinney, TX  75071

APPLICANT’S NAME: ___________________________________________________________

PLEASE CHECK YOUR RESPONSES

In what capacity do you know this person? □ Employer □ Educator

How long have you known this person?

□ < 6 months □ 6-12 months □ 1-3 years □ > 3 years

Please rate this applicant in the following areas:

Communication Skills:

□ Unable to assess

□ Occasionally uses poor grammar in verbal and written communication □ Frequently uses poor grammar in verbal and written communication

□ Always uses proper grammar in verbal and written communication □ Usually uses proper grammar in verbal and written communication

Comments: ___________________________________________________________________

Dependability/Attendance:

□ Unable to assess

□ Frequently absent or late, calls in □ Frequently absent or late, rarely calls in

□ Occasionally absent or late, always calls □ Never absent or late

Comments: ___________________________________________________________________

Neatness/Grooming: *hygiene includes external environmental odors

□ Unable to assess

□ Consistently displays poor hygiene* and/or grooming □ Always neat and well groomed

□ Occasionally displays poor hygiene* and/or grooming □ Usually neat and well groomed

Comments: ___________________________________________________________________
Interpersonal Skills:

- [ ] Unable to assess
- [ ] Gets along well with others
- [ ] Displays evidence of difficulty with getting along with people
- [ ] Makes an attempt to get along with others
- [ ] Always gets along with co-workers or others but is easily angered or swayed

Comments: ________________________________________________________________________________________

Initiative:

- [ ] Unable to assess
- [ ] Self-motivated; seeks opportunities to gain new knowledge and asks appropriate questions
- [ ] Seldom needs direction; frequently initiates own activities
- [ ] Relies on direction for all actions
- [ ] Occasionally initiates own activity needing occasional direction

Comments: ________________________________________________________________________________________

Organization:

- [ ] Unable to assess
- [ ] Well organized in work habit; independently productive
- [ ] Completes tasks in timely manner even though disorganized.
- [ ] Disorganized; excessive does not complete tasks
- [ ] Occasionally disorganized; requires time to complete tasks

Comments: ________________________________________________________________________________________

If you are a dentist, would you employ this individual once a licensed dental hygienist?

- [ ] Yes
- [ ] No
- [ ] N/A

Additional Comments:

______________________________________________________________________________________________

______________________________________________________________________________________________

Signature ____________________________ Date __________________________

Printed name ____________________________

Business/Company/Institution: ____________________________

Phone: ____________________________
The following person is using your name as a professional reference for application to the Dental Hygiene Program of Collin College. The applicant must have this evaluation in his/her file in order to be considered for admission to the Dental Hygiene Program. We appreciate you taking time to complete the following questionnaire. 1 point will be given for each reference received. This form must be received by 5:00 P.M. Friday January 19th, 2018, directly to:

**Director, Dental Hygiene Program**  
Collin College  
2200 W. University  
Mckinney, TX 75071

**APPLICANT’S NAME:**

---

**PLEASE CHECK YOUR RESPONSES**

In what capacity do you know this person?  
☐ Employer  
☐ Educator

How long have you known this person?  
☐ < 6 months  
☐ 6-12 months  
☐ 1-3 years  
☐ > 3 years

**Please rate this applicant in the following areas:**

**Communication Skills:**

☐ Unable to assess

☐ Occasionally uses poor grammar in verbal and written communication  
☐ Frequently uses poor grammar in verbal and written communication

☐ Always uses proper grammar in verbal and written communication  
☐ Usually uses proper grammar in verbal written communication

Comments: ____________________________________________________________

**Dependability/Attendance:**

☐ Unable to assess

☐ Frequently absent or late, calls in  
☐ Frequently absent or late, rarely calls in

☐ Occasionally absent or late, always calls  
☐ Never absent or late

Comments: ____________________________________________________________

**Neatness/Grooming: *hygiene includes external environmental odors***

☐ Unable to assess

☐ Consistently displays poor hygiene* and/or grooming  
☐ Always neat and well groomed

☐ Occasionally displays poor hygiene* and/or grooming  
☐ Usually neat and well groomed

---
Interpersonal Skills:

☐ Unable to assess

☐ Gets along well with others

☐ Displays evidence of difficulty getting along with others

☐ Makes an attempt to get along with others

☐ Always gets along with co-workers or others but is easily angered or swayed

Comments:

Initiative:

☐ Unable to assess

☐ Self-motivated; seeks opportunities to gain new knowledge and asks appropriate questions

☐ Seldom needs direction; frequently initiates own activities

☐ Relies on direction for all actions

☐ Occasionally initiates own activity needing occasional direction

Comments:

Organization:

☐ Unable to assess

☐ Well organized in work habit; independently productive

☐ Completes tasks in timely manner even though disorganized.

☐ Disorganized; excessive does not complete tasks

☐ Occasionally disorganized; requires time to complete tasks

Comments:

If you are a dentist, would you employ this individual once a licensed dental hygienist?

☐ Yes  ☐ No  ☐ N/A

Additional Comments:

____________________________________________________________________________________

____________________________________________________________________________________

Signature ___________________________ Date ______________

Print your name ___________________________

Business/Company/Institution:_________________________________________________________

Phone: ___________________________