

## Online Dental Assisting Program – Becoming a Sponsoring Dentist

\_\_\_\_\_ (Name of Student) has applied for the Online Dental Assisting Program at Monroe 2-Orleans BOCES Center for Workforce Development, which is an alternate course of study accepted by the New York State Education Department (NYSED) and provides the required education and clinical experience in order to be eligible for licensure as a Registered Dental Assistant (RDA) in New York State. Program completers must take the Dental Assistant National Board (DANB) exams and apply to the NYS Office of Professions to become a Registered Dental Assistant (RDA).

Each applicant must be working as a dental assistant for at least 30 days and have a sponsoring dentist to support the required 1,000 work hours in a dental office, beginning on the first day of class and completed no later than \_\_\_\_\_ (last day of program year).

As a sponsoring dentist you agree to:

- instruct, mentor, and evaluate at least 1,000 hours of a student's clinical skills performed in the dental office while enrolled in BOCES Online Dental Assisting Program.
- Report on the student's progress in mastering the necessary clinical skills in a timely manner.
- refer the student to another qualified dentist if there are some functions not performed in your office, such as orthodontics, or periodontics.
- notify BOCES 2 CWD promptly if the above student's employment has terminated or you are unable to fulfill your requirements as a sponsoring dentist for any reason.

### Required Clinical Skills

Each dental assistant must be able to demonstrate proficiency in all the following skills by the end of the required 1,000 hours.

- providing patient education
- placing and removing matrix bands
- applying topical anticariogenic agents to the teeth
- taking preliminary medical histories and vital signs to be reviewed by the dentist
- taking impressions for study casts or diagnostic casts
- applying desensitizing agents to the teeth
- placing and removing rubber dams
- removing periodontal dressings
- placing and removing temporary separating devices
- selecting and prefitting provisional crowns
- removal of sutures placed by a licensed dentist
- placing orthodontic ligatures
- selecting and prefitting orthodontic bands
- taking impressions for space maintainers, orthodontic appliances, and occlusal guards
- taking x-rays in accordance with the requirements of section 3515(4)(c) of the Public Health Law
- removing orthodontic arch wires and ligature ties
- removing temporary cement

## Sponsoring Dentist Agreement

**If you agree to perform the duties as described, please complete this form and return it to the applicant so they can submit it with their application.** A member of our team will be in touch shortly after the application has been submitted to verify your participation and answer any questions you might have.

**Student Name:** \_\_\_\_\_

**SPONSORING DENTIST AGREEMENT** (Please type or print legibly)

**NAME OF DENTIST:** \_\_\_\_\_

**STREET:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

My signature below indicates that the prospective student will have the opportunity to complete in-office clinical exercises & procedures, including use of necessary equipment & materials. If a specific clinical activity is not routinely offered in my practice, (i.e., Orthodontics or Periodontics) that requirement can be fulfilled at another site, and I will plan with a colleague to arrange this.

I understand that the BOCES is required to maintain student privacy and to comply with privacy laws and regulations, the BOCES will not be able to share personal information such as grades and attendance status without a written release from the student.

**Sponsoring Dentist Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_