



Commission on Dental Accreditation

August 24, 2015

Dr. Tuesday Stanley
President
Westmoreland County Community College
145 Pavilion Lane
Youngwood, PA 15697

Re: Dental Assisting and Dental Hygiene Program

Dear President Stanley:

At its August 6, 2015 meeting, the Commission on Dental Accreditation (CODA) considered the site visit report on the dental assisting and dental hygiene programs sponsored by the Westmoreland County Community College in Youngwood, Pennsylvania. The Commission also considered the dental hygiene program's response to the site visit report.

On the basis of this review, the Commission adopted a resolution to grant the **dental assisting** program the accreditation status of "approval without reporting requirements."

In a separation action, the Commission determined that the recommendations cited in the site visit report have been met and adopted a resolution to grant the **dental hygiene** program the accreditation status of "approval without reporting requirements."

The definitions of accreditation classifications are enclosed. No additional information is requested from the programs at this time. The next site visit for the dental assisting and dental hygiene programs is scheduled for **2022**.

The findings of the Commission on Dental Accreditation are noted in the enclosed Commission-approved Site Visit Report. Oral comments made by site visit team members during the course of the site visit are not to be construed as official site visit findings unless documented within the site visit report and may not be publicized. Further, publication of site visit team members' names and/or contact information is prohibited.

One copy of this report and the related enclosures have also been sent to the chief administrative officer and program director copied on this letter. The Commission requests that a copy of this report and the related enclosures be forwarded to the chairpersons and appropriate faculty.

In taking this action, the Commission stipulated that it will expect the institution to keep the Commission informed as soon as possible of anticipated changes in any approved educational program offered, particularly in the areas of administration, enrollment, faculty, facilities and curriculum. The Commission's policy and guidelines for reporting program changes are enclosed.

Note: The program's documentation for CODA (self-study, application, or reports to CODA, for example) must NOT contain any sensitive personally identifiable information ("Sensitive Information" or "PII") as outlined in "Privacy and Data Security Requirements for Institutions" (see below). Similarly, such documentation must not contain any identifiable patient information ("PHI"); therefore, no "patient identifiers" may be included (see below). This applies whether or not the program is required to comply with HIPAA.

Before sending documents such as self-studies or faculty CVs to CODA, institutions must fully and appropriately redact all PII and all PII all patient identifiers such that the PII and patient identifiers cannot be read or otherwise reconstructed. Covering information with ink is not an appropriate means of redaction.

If the program/institution submits documentation that does not comply with the directives on PHI and PII (noted above), CODA will assess a penalty fee of \$1000 to the institution; a resubmission that continues to contain PHI or PII will be assessed an additional \$1000 fee.

The Commission has authorized use of the following statement by institutions or programs that wish to announce their programmatic accreditation by the Commission. Programs that wish to advertise the specific programmatic accreditation status granted by the Commission may include that information as indicated in italics below (see text inside square brackets); that portion of the statement is optional but, if used, must be complete and current.

The programs in dental assisting and dental hygiene are accredited by the Commission on Dental Accreditation [*and have been granted the accreditation status of "approval without reporting requirements" and "approval without reporting requirements," respectively]. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commission's web address is: <http://www.ada.org/en/coda>.*

President Stanley
August 24, 2015
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Should you have any questions regarding this letter or any aspect of accreditation, please contact the Allied accreditation managers, Ms. Alyson Ackerman at ackermana@ada.org or 1-800-621-8099, extension 4660, or Ms. Patrice Renfrow at renfrowp@ada.org or 1-800-621-8099, extension 2695.

Sincerely,



Patrice Renfrow, RDH, MA
Manager, Allied Dental Education
Commission on Dental Accreditation

PR/ap

Enclosures: Formal Report of the Site Visit

Sent via e-mail: Formal Report of the Site Visit
CODA Accreditation Status Definitions
Reporting Program Changes in Accredited Programs
Electronic Submission Guidelines for General Correspondence

Link to Evaluation and Operational Policies and Procedures
<http://www.ada.org/coda/policies-and-guidelines>

Link to Accreditation Standards for Allied Dental Education Programs
<http://www.ada.org/coda/current-accreditation-standards>

cc: Dr. Kathleen Malloy, dean, Health Professions and Natural Sciences
Ms. Mary Kay Huesdash, director, Dental Assisting
Ms. Angela Rinchuse, director, Dental Hygiene
Dr. Perry Tuneberg, chair, Commission on Dental Accreditation (CODA)
Dr. Sherin Tooks, director, Commission on Dental Accreditation (CODA)
Ms. Alyson Ackerman, manager, Allied Dental Education, CODA
Mr. Herman Bounds, director, Accreditation Division, U.S. Department of Education
(via CODA website)
State Boards of Dentistry (via CODA website)
Institutional Accreditors (via CODA website)

**FORMAL REPORT OF THE COMMISSION ON DENTAL ACCREDITATION
TO THE ADMINISTRATION OF THE WESTMORELAND COUNTY COMMUNITY
COLLEGE ON THE EVALUATION OF THE DENTAL ASSISTING AND DENTAL
HYGIENE EDUCATION PROGRAMS
Youngwood, Pennsylvania***

Introduction

An evaluation of the dental assisting and dental hygiene programs offered by the Westmoreland County Community College was conducted on April 28-30, 2015 by a committee of the Commission on Dental Accreditation composed of Dr. Richard Foster, allied-dentist consultant; Dr. Elizabeth Kutner, consultant in dental assisting; Ms. Hope-Claire Holbeck, consultant in dental hygiene; and Ms. Patrice Renfrow, Commission staff.

The Commission believes that educational institutions offering curricula supportive to the dental profession assume the obligation and responsibility of affording quality educational opportunities which are based on sound educational principles. Commission objectives are also based on the premise that allied dental education programs should strive continually to improve standards of scholarship and teaching consistent with the purpose and methods of postsecondary education. To assist the institution in appraising its educational effectiveness and identifying ways and means by which its endeavors can be strengthened, allied dental programs are reviewed periodically by peers in relation to predetermined standards. This peer review of the educational process is based on the programs' self-study and conferences with persons involved in the various components of the programs.

This report represents the visiting committee's findings and conclusions in the form of recommendations that directly relate to accreditation standards. This is found, as appropriate, under headings that parallel the Commission's Standards for dental assisting and dental hygiene education programs. The recommendation is indented and numbered in the report. Only those standards that warrant one of the aforementioned types of comments are included; in all other cases, the visiting committee found that the program met or exceeded the minimum standards.

The Commission on Dental Accreditation has discontinued the use of commendations, effective July 26, 2007. As a result, commendations will no longer be cited within site visit reports for programs under the Commission's purview.

Accreditation History

The dental assisting and dental hygiene programs offered by the Westmoreland County Community College were initiated in 1997 and 1992, respectively. This was the Commission's fourth site evaluation of the dental assisting program and the fifth site evaluation of the dental

* As approved by the Commission on Dental Accreditation for transmittal on August 6, 2015.

hygiene program. At the time of the site visit, the accreditation status for the dental assisting and dental hygiene education programs was “approval without reporting requirements.” Information on the Commission’s previous accreditation of the program follows:

<u>Date</u>	<u>Discipline</u>	<u>Basis of Action</u>	<u>Action</u>
December 1992	Dental Hygiene	Site Visit	Accreditation Eligible
July 1994	Dental Hygiene	Site Visit	Conditional Approval
January 1995	Dental Hygiene	Progress Report	Conditional Approval
July 1995	Dental Hygiene	Progress Report	Approval
January 1997	Dental Assisting	Written Application	Preliminary Provisional Approval
January 1999	Dental Assisting	Site Visit	Conditional Approval
July 1999	Dental Assisting	Progress Report	Approval <u>without</u> Reporting Requirements
August 2002	Dental Hygiene	Site Visit	Approval <u>with</u> Reporting Requirements
January 2003	Dental Hygiene	Progress Report	Approval <u>with</u> Reporting Requirements
August 2003	Dental Hygiene	Progress Report	Approval <u>without</u> Reporting Requirements
January 2006	Dental Assisting	Site Visit	Approval <u>with</u> Reporting Requirements
July 2006	Dental Assisting	Progress Report	Approval <u>with</u> Reporting Requirements
January 2007	Dental Assisting	Progress Report	Approval <u>without</u> Reporting Requirements
July 2008	Dental Hygiene	Site Visit	Approval <u>without</u> Reporting Requirements
August 2012	Dental Assisting	Site Visit	Approval <u>with</u> Reporting Requirements

<u>Date</u>	<u>Discipline</u>	<u>Basis of Action</u>	<u>Action</u>
February 2013	Dental Assisting	Progress Report	Approval <u>without</u> Reporting Requirements

Review of Recommendations Cited in the Program's Previous Site Visit Report

At the time of the Commission's last evaluations of the dental assisting program in March 2012, three recommendations were cited in the areas of Educational Program, Administration, Faculty and Staff, and Educational Support Services. At the time of the Commission's last evaluations of the dental hygiene program in April 2008, two recommendations were cited in the areas of Institutional Effectiveness and Health and Safety Provisions. During this evaluation, the visiting committee reviewed these areas and found that the programs have maintained compliance with the previously cited recommendations.

Compliance with Commission Policies

At the time of the site visit, the visiting committee determined that the programs were in compliance with the Commission on Dental Accreditation's policies on "Third Party Comments," "Complaints". The program did not demonstrate compliance with the Commission's policy on "Program Changes" when it revised its curriculum in 2013 and removed content required by the Standards. The institution and the program are reminded that the Commission expects that all accredited programs be in compliance with Commission Standards and policies. For further information on Commission policies, refer to the Evaluation and Operational Policies and Procedures manual.

The Commission's policy on "Distance Education" does not apply to the programs.

Through review of the programs' complaint records, there are no patterns or themes related to the programs' compliance with the Accreditation Standards.

Standard 1. Institutional Commitment and Program Effectiveness

Dental Assisting: The dental assisting program demonstrates positive student achievement through high Dental Assisting National Board (DANB) pass rates, high program completion rates and high employment rates. The visiting committee noted that based on a review of the data obtained in the outcomes assessment process, the program has instituted the "Prep U" computer preparation course for the DANB examination.

Dental Hygiene: The dental hygiene program demonstrates positive student achievement through recent National Hygiene Dental Hygiene Board Examination (NBDHE) and clinical board pass rates. The visiting committee noted the program has not demonstrated positive student achievement outcomes through attrition rates. The visiting committee noted the program

has a 10% attrition rate benchmark, however, 2013 and 2014 attrition rates were 26% and 31.82%, respectively. The visiting committee noted the data analysis indicates attrition may be correlated with student personal issues. The visiting committee did not identify specific goals that address attrition within the program's formal outcomes process, however, noted that based upon outcomes data, the program has made curriculum changes, instituted a weekly monitoring process to help ensure students are achieving patient requirements, and a formal remediation process. Additionally, the institution has strengthened its individualized student-counselor referral process.

Standard 2. Educational Program

Dental Assisting: The dental assisting program is presented in two, 16-week semesters and one, 11-week summer session. Upon completion of the program, graduates are awarded diplomas. The curriculum has been defined in terms of program goals, general instructional objectives, learning experiences designed to achieve the goals and objectives and evaluation procedures to assess student attainment of the goals and objectives.

Dental Hygiene: The dental hygiene program is presented in four, 16-week semesters and one, 11-week summer session. Upon completion of the program, graduates are awarded Associate of Applied Science degrees.

General education content must include oral and written communications, psychology, and sociology.

Through review of the self-study document, documents provided onsite and on-site interviews, the visiting committee noted in the 2013-14 academic year, the program revised a general education course with combined psychology and sociology, SOC 160 Applied Human Relations content to a stand-alone sociology course, SOC 155 Principles of Sociology. The visiting committee verified some psychology topics such as motivating patients, and Maslow's Hierarchy of Needs are integrated into DAH 115 Clinical Dental Hygiene I, DAH209 Community Dental Health. The visiting committee determined the general education curriculum does not include psychology content at a level, scope and depth equivalent to that offered in four-year colleges and required to effectively prepare students to achieve competence in all components of dental hygiene practice.

1. It is recommended general education content include psychology. (DH Standard 2-8a)

Standard 3. Administration, Faculty and Staff

Dental Hygiene: The full time faculty of a dental hygiene program must possess a baccalaureate or higher degree.

Part-time faculty providing didactic instruction must have earned at least a baccalaureate degree or be currently enrolled in a baccalaureate degree program.

All dental hygiene program faculty members must have: a) current knowledge of the specific subjects they are teaching; b) documented background in current educational methodology concepts consistent with teaching assignments; and c) faculty who are dental hygienists must be graduates of dental hygiene programs accredited by the Commission on Dental Accreditation.

Through review of the self-study document and on-site interviews, the visiting committee noted clinic dentists evaluate students and provide one-on-one feedback to students. The visiting committee could not verify six (6) clinic dentists have recent background in educational methodology consistent with their teaching assignments.

2. It is recommended the six (6) clinic dentists have a documented background in current educational methodology concepts consistent with teaching methods. (DH Standard 3-7; b)

Off-Campus Sites (For Didactic and Clinical Activity): List the names and addresses of the off-campus sites, purposes of the site, amount of time each student is assigned to the site and indicate by checkmark if the team visited the site.

Name and Address	Purpose	Duration	Site Visited (√)
N/A			

Accreditation Status

At its August 6, 2015 meeting the Commission on Dental Accreditation adopted resolutions to continue the accreditation statuses of “approval without reporting requirements” for the dental assisting and dental hygiene programs offered by the Westmoreland County Community College.

Publication of Accreditation

The Commission has authorized use of the following statement by institutions or programs that wish to announce their programmatic accreditation by the Commission. Programs that wish to advertise the specific programmatic accreditation status granted by the Commission may include that information as indicated in *italics* below (see text inside square brackets); that portion of the statement is optional but, if used, must be complete and current.

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