



Dear Sponsoring Dentist,

Thank you for considering sponsoring a student in the Vancouver Community College (VCC), Certified Dental Assisting (CDA) Online Program. Each student is required to have a signed sponsoring dentist agreement indicating work experience, as well as an agreement to assist the student with access to the dental office environment and procedures. This sponsorship is confirmed on a regular basis; however, if the sponsorship of the students comes to an end, please inform the program immediately by sending an email to daddp@vcc.ca.

The program comprises 13 theory and three clinical courses delivered online and supported by a VCC CDA instructor. The courses include in-office activities and are designed to integrate theoretical concepts with clinical practice.

The minimum requirement for the program is 14 hours of clinical practice per week; however, this number can increase as the student gains more experience. Since the students are learning online, we look to the sponsoring dentist as a partner to provide the clinical setting for their hands-on learning, which greatly improves their success in the clinical courses. The student should spend most of their time performing chairside assisting, patient management, infection control and learning clinical procedures. As they progress through the theory courses, they will bring more skills and knowledge of "dental assisting practice" to enhance their participation in the dental office.

Following completion of Level 1 and Level 2 theory courses, clinical sessions, including the radiography clinical (resulting in a BC College of Oral Health Professionals (BCCOHP) Radiography Certificate) are held at VCC's downtown campus where students are evaluated on provincial competencies.

This program provides the interested individual an opportunity to learn and grow in the dental profession leading to an exciting and rewarding career as a CDA. For the BCCOHP Guide to CDA Services please visit the BCCOHP website at www.oralhealthbc.ca. If you have further questions regarding this program or the responsibilities of the sponsoring dentist, please do not hesitate to contact us.

Sincerely,

Cathy Larson

Cathy Larson CDA (Ortho Prostho) PID, Cert E Learning
Program Coordinator
CDA Online Program
daddp@vcc.ca



Vancouver Community College Certified Dental Assisting Online Program Sponsoring Dentist Agreement

Please provide the following information including signatures (Employer and Student).

Student Name: _____

Address: _____

Phone Numbers: (Home) _____ (Cell) _____

Email: _____ (Student number) _____

Do you hold the BCCOHP Provincial Radiography Certificate? Yes No

Student Signature: _____

General Practice Dental Office

Employer: Dr. _____

Address: _____

Phone: () _____ Email: _____

Please indicate if this individual is:

- Employed
- Volunteering

Commencement of position: Year () Month ()

Number of "clinical practice"* hours per week: ____ (Mandatory minimum of 14 hours/per week)

*includes chairside assisting, patient management, infection control, clinical procedures and protocols

* 14 hours can be set up as 7-hour days or separated to shorter times such as 3 hours daily for 5 days etc.

I certify that this applicant is currently working/ volunteering in my general practice dental office as indicated. As sponsoring dentist, I understand that the student requires access to materials and time to perform practical and clinical assignments.

(BCCOHP License # or relevant province #)

(Date)

(Dentist's signature)

Insurance coverage and liability.

As a sponsoring dentist you will either have a student as a volunteer or an employee. A volunteer CDA Online student is covered by WCB through VCC as this is considered assigned work experience, component of the program which is sanctioned by the institution. If the student is an employee of the dental office, they are covered by the dental office WCB coverage.