

Dental Reception Coordinator

Vancouver Community College's (VCC) Dental Reception Coordinator program prepares the graduate to work in dental office administration. Graduates are qualified to work as dental receptionists in group and specialty dental practices as well as in institutional dental clinics, educational institutions offering dental care and public health agencies. Graduates also have opportunities for employment with insurance companies in their dental claims departments.

The curriculum is delivered through multiple modes and formats meeting the varied learning styles of the learners. Employing face-to-face instruction, theory is delivered in lecture and small group interactive seminars. Components of the curriculum are also taught through dental office management software.

Clinical radiography concepts are taught through "hands-on" practice in the dental clinic. A simulated environment enables the learner to first expose radiographs on manikins, progressing to exposure of prescribed radiographs on patients. Successful completion of the program's radiography curriculum is recognized by the College of Dental Surgeons of BC.

Program information

- Credentials: Certificate
- Length: 5 months, full-time
- Start: February and September

Program admission requirements

- Grade 12, or equivalent, or Certified Dental Assisting certificate from a Canadian accredited institution
- English 12 with a C, or equivalent and or proof of English language proficiency

Upon acceptance the following will be required:

- Criminal record check
- Proof of a negative TB skin test or chest xray
- Updated immunizations are strongly recommended

More information

Contact Program Advising:

By phone: 604.871.7000, option 2

In person: 1155 E. Broadway, or
200-block Dunsmuir at Hamilton

For the most up-to-date program info, check vcc.ca.



VCC.CA/DENTAL

