

## [ SECTION 2 | ADDENDUM ]

### Programs

- Additions, Changes and Deletions
  - + Skills Certificate in Retail Sales
  - + Professional Certificate in First Line Supervision
  - » AAS in Dental Hygiene
  - ✘ Skills Certificate in Basic Business Competencies
  - ✘ AAS Business Management with Emphasis in Marketing and Retail Specialty

+ Additions

» Changes

✘ Deletions

PROGRAM REQUIREMENTS | **SKILLS CERTIFICATE IN RETAIL SALES**



**+ Skills Certificate in Retail Sales**

This certificate provides students with the basic skills needed to be successful working in the retail industry. Students will study sales techniques, human relations and customer service. Completing this certificate will allow students to stand ahead of their peers when seeking management positions as more and more employers are looking for those with advanced education to take over leadership roles.

**Certificate Requirements**

BADM 101	Introduction to Business	3
BSMT 119	Customer Service Management	3
BSMT 110	Salesmanship	3
CAPP 125	Microcomputer Applications	3
BSMT 125	Human Relations	3
SS 120	Employment Strategies	1

**Certificate Total 16**

For more information about our graduation rates, the median debt of students who completed these certificates, and other important information, please visit [www.sfccmo.edu/disclosures](http://www.sfccmo.edu/disclosures).

Note: Some programs require essential qualifications to be admitted and retained. Visit [www.sfccmo.edu/essential-qualifications](http://www.sfccmo.edu/essential-qualifications) to view these requirements. Not all courses are offered every semester. Check with your advisor or the program coordinator. Refer to the course descriptions for prerequisites.



### + Professional Certificate in First Line Supervision

The first line manager is the bridge between line staff and management. This certificate is designed to provide front line employees with the skills necessary to transition to a supervisory role. Students will gain knowledge in the areas of leadership, human relations, communication, and business functions.

#### Certificate Requirements

BADM 101	Introduction to Business	3
BSMT 119	Customer Service Management	3
BSMT 125	Human Relations	3
CAPP 125	Microcomputer Applications	3
ENGL 110	Business Communications	3
BADM 107	Personal Finance	3
BSMT 108	Principles of Management	3
SS 120	Employment Strategies	1
<i>Mathematics**</i>		3

*Mathematics\*\** - Select 3 hours from MATH 101, MATH 110, MATH 112, MATH 114, MATH 116, MATH 117, MATH 120, MATH 122, MATH 125, (or) MATH 127

**Certificate Total 25**

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## » AAS in Dental Hygiene

The dental hygienist is a dynamic health care professional who is the only member of the dental health team, other than the dentist, licensed to provide direct care to the patient.

The diverse duties of the dental hygienist are rewarding and include therapeutic prophylaxis; exposing, processing and mounting radiographs; collecting and evaluating medical history information; performing head and neck examinations; formulating treatment plans and oral home care interventions; executing periodontal assessment and therapy; applying agents for the prevention of decay; applying desensitizing and antimicrobial agents; and administering local anesthesia and nitrous oxide analgesia.

The dental hygienist also acts as a dental health educator and is responsible for teaching patients dental disease prevention and providing nutritional counseling as well as being active in community health efforts, such as school-based sealant programs and nursing home screenings and assessments.

The education of a dental hygienist requires assimilation of knowledge, acquisition of skills and development of judgment through patient care experiences. The practice of dental hygiene emphasizes collaboration among dentists, other hygienists, allied health care professionals, and the patient. The program requires students to engage in diverse, complex and specific experiences vital to the acquisition and practice of essential dental hygiene skills and functions.

Unique combinations of cognitive, affective, psychomotor, physical, and social abilities are required to satisfactorily perform these functions. The ability to physically perform these functions is addressed in the essential qualifications information included in the dental hygiene application packet. Students in the AAS in Dental Hygiene program must verify that they meet these requirements.

The AAS in Dental Hygiene is five semesters requiring a minimum of 92 credit hours, including the prerequisite courses. All of the dental hygiene courses in the "Sequence of Courses" are subject to a proprietary grading scale.

Admission to the dental hygiene program at SFCC is competitive and requires an additional admission application. An application packet is available online at [www.sfccmo.edu/dental-hygiene](http://www.sfccmo.edu/dental-hygiene) or by request from Student Services at the Sedalia campus. This packet contains the *Essential Qualifications* and admission requirements, fee schedule, program mission and philosophy, sequencing of courses, an application form and other pertinent information. Successful program applicants are subject to background checks and drug tests that could prevent an applicant's progression in the program. The program accepts 10 first-year students each fall.

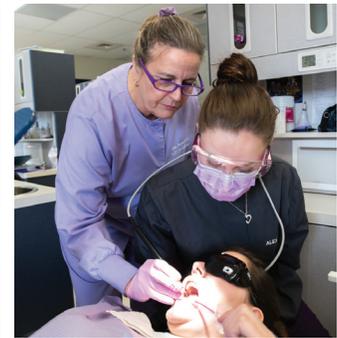
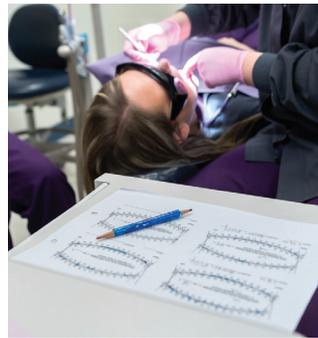
Students have opportunities to develop lifelong learning and friendships in SFCC's Dental Hygiene program. A student enrollment of 10 per class allows for the students to work closely and develop working relationships that support learning and service. The dental hygiene student joins the Student American Dental Hygiene Association and participates in many campus events, state conferences and community health activities.

Applicants must have successfully completed all prerequisites for the Dental Hygiene program by the end of the spring semester before the fall they wish to enter. However, priority admission will be given to those applicants who have completed the prerequisite courses prior to the application deadline. State Fair Community College does accept transfer courses from other colleges but applicants are advised to have their transcripts evaluated before assuming transfer of credits.

The SFCC Dental Hygiene program has been accredited by the Commission on Dental Accreditation since 2005.

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PROGRAM REQUIREMENTS | ASSOCIATE OF APPLIED SCIENCE IN DENTAL HYGIENE



» AAS in Dental Hygiene

**Licensure**

After completion of an accredited dental hygiene program, a dental hygiene candidate for licensure must take a written National Board Dental Hygiene Examination (NBDHE) [www.ada.org/2662.aspx](http://www.ada.org/2662.aspx), a regional clinical exam (CRDTS) [www.crdts.org](http://www.crdts.org), and the Missouri Jurisprudence exam in order to obtain a Missouri license. The college prepares the students for the successful completion of these tests but individual results are based upon the student's performance. SFCC does not guarantee passage of exams.

The State Fair Community College program has a 97.5 percent average pass rate on the NBDHE test in the last eight years, 100 percent pass rate on the Missouri Jurisprudence exam, and 92.5 percent first time testing average on CRDTS and 100 percent on second attempts.

**Degree Prerequisite Requirements**

*Courses to complete with a grade of B or higher\**

*Courses to complete with a grade of C or higher\*\**

BIO 121*	Microbiology for Allied Health with Lab	4
BIO 207*	Human Anatomy with Lab	4
BIO 208*	Human Physiology with Lab	4
CHEM 101*	Introduction to Chemistry with Lab	5
<i>Mathematics**</i>		3

*Mathematics\*\** - Select 3 hours from MATH 110\*\*, MATH 112\*\*, MATH 114\*\*, MATH 116\*\*, MATH 117\*\*, MATH 120\*\*, MATH 122\*\*, MATH 125\*\*, (or) MATH 127\*\*

MATH 122\*\*, MATH 125\*\*, (or) MATH 127\*\*

**Degree Requirements**

*Courses to complete with a grade of B or higher\**

*Courses to complete with a grade of C or higher\*\**

*Courses can be completed prior to the start of the program\*\*\**

DH 131*	Introduction to Dental Hygiene Theory	2
DH 140*	Dental Hygiene Pre-Clinic I	4
DH 102**	Dental Radiography	2
DH 104*	Dental Radiography Lab	1
DH 108**	Oral Anatomy and Histology	3
DH 106*	Dental Clinical Emergencies	1
DH 133*	Dental Hygiene Theory I	2
DH 141*	Dental Hygiene Pre-Clinic II	2
DH 142*	Dental Hygiene Clinic I	2
DH 118**	Principles of Periodontics	2
DH 111**	Pharmacology	3
DH 120*	Dental Biomaterials with Lab	2
DH 134*	Dental Hygiene Theory II	1
DH 143*	Dental Hygiene Clinic II	3
DH 128*	Local Anesthesia	2
DH 135*	Dental Hygiene Theory III	2
DH 144*	Dental Hygiene Clinic III	6
DH 122*	General and Oral Pathology	3
DH 115*	Community Dental Health I	2
DH 136*	Dental Hygiene Theory IV	2
DH 145*	Dental Hygiene Clinic IV	6
DH 113*	Dental Hygiene Ethics and Legal Issues	1
DH 124*	Applied Nutrition and Oral Health Education	2
DH 117*	Community Dental Health II	.5
HEOC 135**	Allied Health Career Development	.5
ENGL 101**	English Composition I***	3
HIST 101**	U.S. History Before 1877*** (or)	
HIST 102**	U.S. History Since 1877*** (or)	
POLS 101**	American/National Government***	3
COMM 101**	Public Speaking***	3
PSY 101**	General Psychology***	3
SOC 100**	General Sociology***	3

**Degree Total 92**

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