

COLLEGE OF MARIN
DENTAL ASSISTING ADVISORY COMMITTEE
MEETING AGENDA
Monday, February 13, 2017 – 5:45 PM
MCDS Muir Room

Our Mission: To support the College of Marin, Dental Assisting Program, be a valuable resource for them and encourage positive interaction with the Marin Dental community.

Structure: No hierarchy, chair facilitates productive discussions, action plans, completed in 60" or less

Call to Order – 5:45 (Collins)

Thank you to all who attended the last meeting

Introductions

Establishment of a quorum (Collins)

Approval of the minutes from the last meeting (Collins)

Ask for recording secretary – 1-2 page summary

Finalize our agenda – call for additional agenda items (Collins)

Recap of MCDS –COM Dental Assisting Program Interface Goals 2016-2017

- 1) **Teach-in days:** Limited due to the number of classroom hours dictated by the state and CODA. No changes.
- 2) Improving Internship Communication data between MCDS and COMDA – we are updating **Doctors of Record** spreadsheet of contact information for each approved office, at the time of the students placement into the offices. This project allows last minute changes, sickness, etc to be communicated to the offices and COMDA. This is ongoing.
- 3) Improving Internship Doctor Evaluation Response Rate – only half of internship doctors return **Internship Program Evaluation Form**. We sent it out electronically and hard copy as well. Response rate went up enough and less follow-up was needed with doctors. We also noted that doctors were unlikely to complete a fill-in form online and preferred hard copies.
- 4) Goal from 2016-2017 Have the **COM Agreement** in place. COM requiring agreement with MCDS dentists. Generic agreement for hospitals revised to conform with solo dental practices, approved by the Board of Trustees and implemented. Over 50 agreements are signed or in progress.

Upcoming concerns:

- 1) **Chair** change
- 2) Refined requirements for **hosting** interns:
 - a. Students need 8 hours days for each day. Some offices take a mid-week day off so we have to have alternate offices and this is a bit of a hassle.
 - b. RDA onsite – offices need to have an RDA (not DA) to provide guidance while the dentist is performing care.
 - c. others
- 3) **Pit & Fissure Sealant Patients**– how do avoid the last-minute crunch.
- 4) **Increasing RDA's:**
 - a. Career Fairs:
 - i. TLHS Tuesday March 14th 8-12 contact Paula Nichols – needs volunteer to host table
 - ii. SRHS Thursday March 16th contact Abby Fernandez – needs volunteer to host table
 - b. Strong Workforce/MCOE – Collins

Other agenda items:

Calendar going forward:

Apr 10, 2017 5:45pm COM IVC Faculty Room, Bldg 27, 2nd floor

June 22, 2017 6:00pm short meeting, then graduation COM IVC.

Adjournment at 6:45