



Commission on Dental Accreditation

August 18, 2017

Dr. Jose Fierro  
President/Superintendent  
Cerritos College  
11110 Alondra Boulevard  
Norwalk, CA 90650

RE: Cerritos College, Norwalk, CA  
Dental Assisting and Dental Hygiene Programs

Dear President Fierro,

At its August 3, 2017 meeting, the Commission on Dental Accreditation (CODA) granted the dental assisting and dental hygiene programs the accreditation status of “approval without reporting requirements,” respectively. The definitions of accreditation classifications are enclosed. Below is a summary of actions and additional information.

**Dental Assisting Site Visit**

The Commission considered the site visit report on the dental assisting program. On the basis of this review, the Commission adopted a resolution to grant the program the accreditation status of “approval without reporting requirements.”

No additional information is requested from the program at this time. The next site visit for the program(s) is scheduled for **2023**.

**Dental Hygiene Site Visit**

The Commission considered the site visit report on the dental hygiene program. On the basis of this review, the Commission adopted a resolution to grant the program the accreditation status of “approval without reporting requirements.”

No additional information is requested from the program at this time. The next site visit for the program(s) is scheduled for **2023**.

## **General Information**

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211 East Chicago Avenue Suite 1900 Chicago, Illinois 60611-2637  
Main 312.440.4653 Fax 312.587.5107 ADA.org/CODA

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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 these actions, 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.

The Commission on Dental Accreditation monitors increases in enrollment. The purpose for monitoring increases in enrollment through review of existing and projected program resources (faculty, patient availability, and variety of procedures, physical/clinical facilities, and allied support services) is to ensure that program resources exist to support the intended enrollment increase. Failure to comply with the policy will jeopardize the program's accreditation status. Commission guidelines for reporting increases in enrollment are enclosed.

***Institutions/Programs are expected to follow Commission policy and procedure on privacy and data security related to compliance with the Health Insurance Portability and Accountability Act (HIPAA). The Commission's statement on HIPAA, as well as the Privacy and Data Security Summary for Institutions/Programs (PDF), are found in the Policies/Guidelines section of the Commission's website at <http://www.ada.org/en/coda/policies-and-guidelines/hipaa/>. Programs that fail to comply with CODA's policy will be assessed a penalty fee of \$1000.***

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 program in dental assisting is accredited by the Commission on Dental Accreditation *[and has been granted the accreditation status of "approval without reporting requirements"]*. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental  
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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>.

The program in dental hygiene is accredited by the Commission on Dental Accreditation *[and has been granted the accreditation status of "approval without reporting requirements"]*. 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>.

The Commission wishes to thank you and the faculty and staff for their cooperation during the site visit. If this office can be of any assistance to you, please contact me by telephone, at 1-800-621-8099, extension 4660 or by e-mail, at [smithmi@ada.org](mailto:smithmi@ada.org)

Sincerely,



Michelle Smith, RDH, MS  
Manager, Allied Dental Education  
Commission on Dental Accreditation

MS/ds

Enclosures: CODA Accreditation Status Definitions  
Formal Report of the Site Visit  
Guidelines for Reporting Program Changes in Accredited Programs  
Electronic Submission Guidelines for General Correspondence

cc: Ms. Sandra Marks, instructional dean, Health Occupations, Cerritos College  
Ms. Donna Wedell, director, Dental Assisting Program  
Ms. Adelle Krayner, director, Dental Hygiene Program  
Mr. Herman Bounds, Jr., director, Accreditation Division, U.S. Department of Education (via CODA website)  
State Boards of Dentistry (via CODA website)

Institutional Accreditors (via CODA website) Dr.  
Harold Mark Livingston, chair, CODA  
Dr. Sherin Tooks, director, CODA  
Ms. Patrice Renfrow, manager, Allied Dental Education, CODA

**FORMAL REPORT OF THE COMMISSION ON DENTAL ACCREDITATION  
TO THE ADMINISTRATION OF CERRITOS COLLEGE  
ON THE EVALUATION OF THE DENTAL ASSISTING AND DENTAL HYGIENE  
EDUCATION PROGRAMS  
Norwalk, California\***

**Introduction**

An evaluation of the dental assisting and dental hygiene programs offered by Cerritos College was conducted on November 8-10, 2016 by a committee of the Commission on Dental Accreditation composed of Ms. Lisa Lund, consultant in dental assisting; Dr. Jeffrey Smith, allied-dentist consultant; Dr. Stacey Marshall, consultant in dental hygiene; and Ms. Diana Sullivan, site visit chair.

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. This is found, as appropriate, under headings that parallel the Commission's Standards for dental assisting and dental hygiene education programs. 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.

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\* As approved by the Commission on Dental Accreditation for transmittal on August 3, 2017.

### Accreditation History

The dental assisting and dental hygiene programs offered by Cerritos College were initiated in 1961 and 1970, respectively. This was the Commission's eighth site evaluation of the dental assisting program and the seventh site evaluation of the dental 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," respectively. Information on the Commission's previous accreditation of the programs follows:

<u>Date</u>	<u>Discipline</u>	<u>Basis of Action</u>	<u>Action</u>
February 1961	Dental Assisting	Written Application	Preliminary Provisional Approval
January 1964	Dental Assisting <i>One-year program</i>	Site Visit	Approval
	<i>Two-year program</i>	Site Visit	Approval
May 1970	Dental Assisting <i>One-year program</i>	Site Visit	Approval
	<i>Two-year program</i>	Site Visit	Approval
May 1970	Dental Hygiene	Application	Accreditation Eligible
May 1973	Dental Hygiene	Site Visit	Approval
May 1979	Dental Assisting <i>Two-year program</i>	Site Visit	Conditional Approval
	<i>One-year program</i>	Site Visit	Provisional Approval
	<i>Evening/Correspondence</i>	Site Visit	Approval
May 1979	Dental Hygiene	Site Visit	Approval
May 1980	Dental Assisting <i>Two-year program</i>	Progress Report	Discontinued
	<i>One-year program</i>	Progress Report	Provisional Approval
	<i>Evening/Correspondence</i>	Progress Report	Discontinued
May 1981	Dental Assisting	Progress Report	Approval
May 1984	Dental Assisting	Interim Report	Approval, Supplemental Information
May 1984	Dental Hygiene	Interim Report	Approval, Supplemental Information

December 1984	Dental Assisting	Interim Supplemental	Approval
December 1984	Dental Hygiene	Interim Supplemental	Approval
May 1987	Dental Assisting	Site Visit	Approval
May 1987	Dental Hygiene	Site Visit	Approval
July 1996	Dental Assisting	Site Visit	Approval
July 1996	Dental Hygiene	Site Visit	Approval
January 2003	Dental Assisting	Site Visit	Approval <u>without</u> Reporting Requirements
January 2003	Dental Hygiene	Site Visit	Approval <u>without</u> Reporting Requirements
July 2004	Dental Hygiene	Report of Major Change	Approval <u>without</u> Reporting Requirements
February 2010	Dental Assisting	Site Visit	Approval <u>with</u> Reporting Requirements
February 2010	Dental Hygiene	Site Visit	Approval <u>without</u> Reporting Requirements
August 2010	Dental Assisting	Progress Report	Approval <u>with</u> Reporting Requirements
February 2011	Dental Assisting	Progress Report	Approval <u>without</u> Reporting Requirements

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

***Dental Assisting:*** At the time of the Commission's last evaluation of the dental assisting program in September-October 2009, two (2) recommendations were cited in the areas of administration, faculty and staff, and health and safety provisions. During this evaluation, the visiting committee reviewed these areas and found that the program has maintained compliance with the previously cited recommendations.

***Dental Hygiene:*** At the time of the Commission's last evaluation of the dental hygiene programs in September-October 2009, no (0) recommendations were cited.

### **Compliance with Commission Policies**

***Dental Assisting:*** At the time of the site visit, the visiting committee determined that the program was in compliance with the Commission on Dental Accreditation’s policies on “Third Party Comments,” “Complaints,” and “Program Changes.” The Commission’s policy on “Distance Education” does not apply to this program.

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

***Dental Hygiene:*** At the time of the site visit, the visiting committee determined that the program was in compliance with the Commission on Dental Accreditation’s policies on “Third Party Comments,” “Complaints,” and “Program Changes.” The Commission’s policy on “Distance Education” does not apply to this program.

Through review of the program’s 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 program has documented its effectiveness using a formal and ongoing outcomes assessment process to include measures of dental assisting student achievement. Based on a review of the program’s outcomes assessment process and student achievement measures, the visiting committee found the program has demonstrated positive programmatic student achievement outcomes through student exit surveys, placement rates, state and national examinations, completion rates, and job placement. The program also reviews the success and completion rates from Cerritos College Department of Institutional Effectiveness, Research and Planning. The program has not demonstrated positive student achievement outcomes in retention rates. The department has determined through discussion and advising with students, that withdrawal is due to financial issues, personal matters, and lack of interest or academic challenges. The visiting committee noted the program recently made enhancements as evidenced by the incorporation of a coaching (tutoring) session when needed. In addition, benchmarks have been established based on analysis of institutional and program data to assess the program’s performance locally, statewide, and nationally. The program incorporated an English requirement as a prerequisite for admission, which has helped with student success and retention in the program. The success rate ranges from 80% to 100% and in the summer internship 96.9% to 100%. The course completion rate ranges from 80.95% to 100%.

***Dental Hygiene:*** The program has documented its effectiveness using a formal and ongoing outcomes assessment process to include measures of dental hygiene student achievement. Based on a review of the program’s outcomes assessment process and student achievement measures, the visiting committee found the program has demonstrated positive programmatic student achievement outcomes through national and regional written and clinical examination results, program retention, and completion rates. Additionally, Cerritos College mandated reviews, such



as curriculum review, program review, and Program Review Plus and Career/Technical Education (Perkins). Review offer insights into maintaining or strengthening student success. Further, the clinical “Daily” and “Competency” evaluations used in all clinical courses measure the students’ clinical performance. Clinical observation also offers invaluable information as to student clinical achievements. The radiology curriculum has been restructured to include additional material on panoramic radiography, to address the lower d-value in this discipline. Further, individual faculty responsible for the other discipline specific areas are reviewing course material for inconsistencies and modifying and adjusting lectures and learning activities to support learning.

The student success rate on the Regional Clinical Examinations is 100%. This success rate is reflective of the rigorousness of the clinical component of the program. However, through faculty and student discussion and tracking the types of patients treated, it was apparent that students would benefit from opportunities to treat more children, adolescents and orthodontic cases. Based on this need, Millers Children’s Dental Clinic was added to the DH 245C-Clinical Dental Hygiene IV clinical rotations. As an added benefit, the Millers rotation provides students an opportunity to see multiple patients in a clinical session which permits students to practice time management skills that reflect a private practice setting.

Note: Millers is not a new clinical site. Cerritos has been under contractual agreement with Millers for many years. In the past, this facility has been utilized for extra-mural activities. Results from Program Review Plus, Program Review and Career Technical Education Review suggested a need for more dental equipment to resolve the conflict for utilization of space and equipment between the dental hygiene and the dental assisting departments. This conflict resulted in under-utilization of space and equipment by the dental hygiene department. Based on this need, Cerritos allocated funds to remodel an existing space and purchase and install additional dental equipment. This improvement allows both dental hygiene and dental assisting students’ access to appropriate dental equipment; necessary to maximize all student’s learning potential.

## **Standard 2. Educational Program**

***Dental Assisting:*** The dental assisting program is presented in two (2), 18-week semesters and one (1) 6-week summer session. Upon completion of the program, graduates are awarded Certificates of Achievement in Dental Assisting. 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 (4), 18-week semesters and one (1), 4-week summer session. Upon completion of the program, graduates are awarded Associate of Arts in Dental Hygiene degrees. 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.

**Sites Where Educational Activity Occurs (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.

**Dental Hygiene Only**

Name and Address	Owned by Institution (√)	Purpose	Duration	Site Visited (√)
County Comprehensive Health Care Facilities (4 sites) 1. H. Claude Hudson Clinic 2829 S. Grand Ave. Los Angeles, CA 90007  2. Hubert Humphrey Clinic 5850 So. Main St. Los Angeles, CA 90003  3. Edward R. Roybal Clinic 245 S. Fetterly Ave. Los Angeles, CA 90022  4. El Monte Dental Clinic 10953 Ramona Blvd. El Monte, CA 91731		Provide dental hygiene services primarily to immigrant adults and children presenting challenges with language and communication.	1 <sup>st</sup> & 2 <sup>nd</sup> yr students	
Veterans' Administration Hospital Long Beach 5901 E 7th St. Long Beach, CA 90822		Management of special patient populations	1 <sup>st</sup> & 2 <sup>nd</sup> yr students	√
Children's Dental Clinic 300 E. Buckthorn Inglewood, CA 90301		Treat primarily children and adolescents	1 <sup>st</sup> yr students	
Millers Children's Dental Clinic 455 E. Columbia St. Long Beach, CA 90806		Treat children, adolescents, some adults, and orthodontic cases	2 <sup>nd</sup> yr students	

### **Accreditation Status**

At its August 3, 2017 meeting the Commission on Dental Accreditation adopted a resolution to continue the accreditation status of “approval without reporting requirements” for the dental assisting program and dental hygiene programs offered by Cerritos 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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The program in dental hygiene is accredited by the Commission on Dental Accreditation [*and has been granted the accreditation status of “approval without reporting requirements”*]. 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.