

# FOOTHILL COLLEGE DENTAL ASSISTING INTERNSHIP PROGRAM INFORMATION SHEET GENERAL PRACTICE OFFICE

The Foothill College Dental Assisting program places assisting students into specialty and general practice dental offices for part of their clinical training. The dental assisting students have a limited background in actual practice settings when they are placed in the internship dental office. The program receives many phone calls from dental offices inquiring about the internship program. The internship program is not suited for every dental office because of the logistics or the labor-intensive requirements. The following is some general information concerning the internship program.

## I. Goals of the internship program

The internship program is a labor-intensive program in which the dental office commits itself to training dental assisting students in clinical procedures. There are many personal rewards from participating in the program. Our participating dental offices assist in the learning process of our students, our students are very grateful to the participating offices, and many times the participating dental office may actually find and hire a dental assisting student after graduation.

The internship program is suitable for the following reasons:

- The office would like to contribute to the community through the Foothill College internship program
- The staff or dentist would like to help in the teaching process of the dental assisting student for personal rewards
- The Foothill College Dental Assisting Program has a very good reputation with the dental offices in the area and one reason is because of the quality of our internship offices- your office can be a part of this!

The internship program does not work well for the following reasons:

- A new employee has just been hired and needs to be trained along with the interning student
- The dental office is shorthanded and needs help
- The dental office is too busy to explain procedures or questions to the dental assisting intern
- The dental office needs a sterilization assistant

- The dental office is too busy to allow the student to assist the dentist

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## II. Schedule

The Foothill College Dental Assisting Internship program starts in September and ends in June for General Practice offices. For Specialty offices, the internship program starts in April and ends in June.

### General Practice Dental Offices

Graduate, employer and student surveys have indicated that the students need more practical experiences in an actual dental office. The dental assisting program has revised the curriculum so that students will have exposure to dental offices throughout their dental assisting education. Each entering class of dental assisting students will start the program in September, receive an intensive introduction to certain basic dental practices and then will be placed in dental offices for one day a week in October. This one day a week internship may continue until December.

Note: From January to March, the dental assisting students will also go to the UCSF Dental School two days a week to assist dental students and also to either assist or observe in the specialty clinics at the dental school.

## III. Office Training

The dental assisting students need guidance and help during their internship, some more than others. Dental assisting students are familiar with dental procedures but not the way your dentist or office performs the particular dental procedures in individual dental offices. The dentist and staff should understand having a dental assisting student may slow some procedures. If this is a concern, the internship program is not suited for that dental office.

## IV. Participating office request

If your dental office is interested in participating in the Foothill College Internship program, please fill out and return the last page of this letter. We currently have a waiting list for dental offices, however, depending on the number of students we have, and the number of returning dental

offices from the previous year, your office may be able to participate in the near future.

Please fill out the last page of this document if you agree to the terms of the unpaid internship program.

If you have any further questions, please contact Cara Miyasaki at (408) 219-7344. Thank you for your interest.

DATE \_\_\_\_\_

**FOOTHILL COLLEGE DENTAL ASSISTING INTERNSHIP PROGRAM**

Name of Supervising Dentist: \_\_\_\_\_ DDS/DMD

Name of Office (if applicable) \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email address \_\_\_\_\_

Office open on: M T W TH F      Office Hours: \_\_\_\_\_  
(Circle all that apply)

Type of practice: \_\_\_\_\_

Detach and mail to:

Cara Miyasaki, RDA, RDHEF, MS  
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Foothill College  
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Los Altos Hills, CA 94022

FAX (650) 947-9788