

Summit Dental Assisting Academy

Course Catalog

798 Church N. Concord NC 28025

About Us

At Summit Dental Assisting Academy, we are committed to providing high-quality education and training to aspiring dental assistants. Our mission is to prepare students for successful careers in the dental industry by offering comprehensive courses taught by experienced professionals.

Program Offered

Dental Assisting Certificate Program

- Duration: 162 hrs (approx 3 months)
- Overview: This program covers essential topics such as dental terminology, patient care, infection control, radiography, chairside assisting, and dental office management.
- Hands-on Training: Students gain practical experience through labs, clinical observation and simulated dental procedures in our fully functioning dental office.

Admissions Requirements

- High school diploma and transcript or GED equivalent and college transcript if applicable
- Completed application form
- Personal statement of interest in dental assisting
- Interview with admissions counselor
- Proof of immunizations

Tuition and Fees (full payment to begin classes)

- Dental Assisting Certificate Program: \$3,355 , all supplies provided by the school
- Transcript request - no charge – fill out transcript request form and email to hstainback@gmail.com

Enrollment Deadlines

Fall: 8/29/2025

Winter: 1/02/2026

Spring: 4/03/2026

Hours completed at other dental assisting schools are not accepted at Summit Dental Assisting Academy.

2025 -2026 Class Calendar (Fridays)

Fall Class: 9/5, 9/12, 9/19, 9/26, 10/3, 10/10, 10/17, 10/24, 10/31, 11/7, 11/14, 11/21

Winter Class: 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27, 3/6, 3/13, 3/20, 3/27

Spring Class: 4/10, 4/17, 4/24, 5/1, 5/8, 5/15, 5/22, 5/29, 6/5, 6/12, 6/19, 6/26

Attendance Policy

All classes take place on Fridays. A student is considered tardy if arriving 15 minutes late for class and will require the time to be made up. Make up days for missed classes or unsatisfactory performance and retesting will be available on a limited basis on Saturdays or by appointment. Lecture and lab are 8hr days with an hour lunch. Students must show

satisfactory knowledge of lecture material through test and quizzes (70% to pass), and lab are Pass/Fail based on skills performance. Students failing sections of this program can use makeup days for remedial training and testing or reapply for the next semester at tuition cost.

Refund Policy

A full refund will be issued to students who withdraw before the first day of class, or if the school cancels the course for whatever reason. Students who begin instruction but withdraw prior to the twenty-five percent (25%) mark of the program will receive a seventy-five percent (75%) refund. After the 25% mark, no refund will be granted.

Dress Code

Students will need to wear scrubs and close toe shoes for lecture, lab and clinic. Long hair will need to be pulled back from the face and secured. Finger nails will need to be short enough to perform required skills. Minimum jewelry and facial attachments as necessary for safety is required, ex) no raised rings, bands allowed.

Conduct Policy

Conduct considered unprofessional, dress code violations, cheating or repeated PPE violations are grounds for dismissal. Dismissals will be treated as a Withdrawal and previously stated refund policy will apply.

Facility

Online lecture requires high speed internet. In person lectures and labs take place in the office of Healthy Smiles Family Dentistry. Lectures will take place in the lobby/classroom and labs will take place in the clinic section of the office where the operatories, sterilization, dental lab and xray equipment are located. In addition to lecture and lab, 30 hrs of clinical observation will required to be completed at Healthy Smiles Family Dentistry during normal patient hours, Mondays through Thursdays, 9am to 5pm.

Course - 162 hrs total hours

Prior to Week 1: Online 39 hrs

Anatomy, Morphology and Physiology
Radiation Health and Safety
Infection Control Essentials
Sterilization and Monitoring
HIPAA

Course Outcomes: proof of completion

Week 1: CPR

- 8 Lecture Hours + quiz (70% to pass)
- AHA ebook

Course Description: American Heart Association basic life support

Course Outcomes: After completing the course, students will be able to: ·
Provide basic life support including CPR for infants, toddlers and Adults ·
Receive AHA certification and eCard

Week 2 - 9: Dental Assisting

- 30 Lecture Hours + quiz(70% Pass)
- 31 Lab Hours +practical quiz(Pass/Fail)

Course Description: Dental Assisting will provide students with the knowledge and skills needed to perform the functions of a DA1 dental assistant. Student must score 70% on vocabulary quiz, instruments quiz, and demonstrate the ability to chart using the dental software.

Course Outcomes: Students should be able to chart proposed treatment, existing conditions, educate patients on dental processes, take dental radiographs, operate dental equipment as an auxiliary, properly clean tools and surfaces safely, etc.

Week 9: OSHA

3 Lecture Hours + Quiz(70% Pass)

Course Description: Occupational Safety and Health Administration bloodborne pathogens in the dental setting

Course Outcomes: Students will be able to recognize the routes of infection and methods of prevention and isolation to safely operate in the dental setting

Week 10 - 12 NC Dental Radiography

- 7 Lecture Hours
- 14 Lab Hours
- Handouts + Quiz(80% Pass)

Course Description: the course prepares the student to safely take dental radiographs, provides history and technical information on dental xray equipment, and information on the regulations and laws in place to assure patient and dental employee health.

Course Outcomes: upon satisfactorily completing the course and exam with a score of at least 80%, the student will be certified to legally take dental radiographs in the dental setting in North Carolina.

Clinic/Observation

30 hours:(Complete to Pass)

Course Description: observe dental procedures during active patient care hours in the dental clinic.

Outcomes: final course section to complete the Summit Dental Assisting Academy program

Note: Students are expected to wear scrubs purchased at their own expense, and wear proper PPE. Students should demonstrate professionalism and be sure to observe the interaction of the trained staff with the doctor, patients, hygienist and front desk staff. Students should document and date procedures observed which

should include at least a new patient exam, hygiene appointment and restorative procedure.

Contact Us

Director/Instructor Horace Stainback RDH

Instructor Patricia Stainback DMD

Summit Dental Assisting Academy

798 Church St. N. Concord NC 28025

Email: hstainback@gmail.com

Website: [www](http://www.summitdentalassistingacademy.com)

Follow us on social media:

VOL 2 - published 2/28/25

DISCLAIMER: To be classified as a Dental Assistant II, an assistant shall meet one of the following criteria:

(1) completion of:

(a) an ADA-accredited dental assisting program and current certification in CPR; or (b) one academic year or longer in an ADA-accredited dental hygiene program, and current certification in CPR; or

(2) completion of: the Dental Assistant certification examination(s) administered by the Dental Assisting National Board and current certification in CPR; or

(3) completion of:

(a) a 3-hour course in sterilization and infection control;

(b) a 3-hour course in dental office emergencies; and

(c) current certification in CPR.

(d) after completing Sub-Items (3)(b), (c), and (d) of this Rule, dental assistants may be trained in any dental delivery setting and allowed to perform the functions of a Dental Assistant II under the direct control and supervision of a licensed dentist, except as listed in Sub-Item 3(e) of this Rule.

(e) dental assistants may take radiographs after completing radiology training consistent with G.S. 90-29(c)(12).

(f) full-time employment and experience as a chairside assistant for two years (3,000 hours) of the preceding five, during which period the assistant may be trained in any dental delivery setting and allowed to perform the functions of a Dental Assistant II under the direct control and supervision of a licensed dentist. More information can be found on the NC Dental Board website https://www.ncdentalboard.org/dental_assisting.htm