



February 19, 2013

Dr. Stephen Scott
President
Wake Technical Community College
9101 Fayetteville Road
Raleigh, NC 27603

Re: Dental Assisting Program

Dear President Scott:

At its February 1, 2013 meeting, the Commission on Dental Accreditation (CODA) considered the site visit report on the dental assisting program sponsored by the Wake Technical Community College. The Commission also considered the institution's response to the site visit report.

On the basis of this review, the Commission determined that the recommendation cited in the report has been met and adopted a resolution to grant the program the accreditation status of "approval without reporting requirements." The definitions of accreditation classifications are enclosed. No additional information is requested from the program at this time. The next site visit for the program is scheduled for **2019**.

A copy of the Commission's site visit report is enclosed. 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 this action, 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 being sent with the electronic copy of this correspondence.

Note: The program's documentation for CODA (self-study, application, or reports to CODA, for example) must NOT contain any patient protected health information. If an institution nevertheless provides the Commission and/or Commission site visitors with materials containing patient protected health information (PHI), such materials must be in electronic form and encrypted as outlined by the most recent breach notification regulations related to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

In addition, most states have enacted laws to protect sensitive personally identifiable information ("PII") such as social security numbers, drivers' license numbers, credit card

President Scott
February 19, 2013
Page 2

numbers, account numbers, etc. Before sending documents such as faculty CVs to CODA, institutions must fully redact the following PII: social security numbers, credit or debit card numbers, driver's license numbers or government-issued ID numbers, account numbers, health information, taxpayer ID, and date of birth.

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 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/100.aspx>.

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 2695 or by e-mail, at renfrowp@ada.org.

Sincerely,



Patrice Renfrow, RDH, BS
Manager, Allied Dental Education
Commission on Dental Accreditation

PR/ap

Enclosures: Formal Report of the Site Visit

Sent via e-mail: Formal Report of the Site Visit
CODA Accreditation Status Definitions
Reporting Changes in Accredited Programs
Electronic Submission Guidelines for General Correspondence

Link to Evaluation and Operational Policies and Procedures
<http://www.ada.org/314.aspx>

President Scott
February 19, 2013
Page 3

Link to Accreditation Standards for Dental Assisting Education Programs
<http://www.ada.org/115.aspx>

cc: Ms. Dianne Hinson, dean, Health Sciences
Ms. Trudy Clark, program director, Dental Assisting
Dr. Kent Knoernschild, chair, Commission on Dental Accreditation (CODA)
Dr. Anthony J. Ziebert, senior vice president, Education/Professional Affairs, ADA
Dr. Sherin Tooks, director, Commission on Dental Accreditation (CODA)
United States Department of Education
State Boards of Dentistry
Institutional Accreditors