



SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

Expanded Function Dental Auxiliary (EFDA) Certificate Program Admission Information Packet Class of 2026

SCC EFDA Short-Term Certificate Program

Address: 1200 12th Ave S Seattle, WA 98144

Phone: 206-934-4186

Email: DentalPrograms@SeattleColleges.edu

EFDA Program Website:

<https://healthcare.seattlecentral.edu/programs/expanded-function-dental-auxiliary-certificate>

Interim Director: Lauren Acheson, RDH, EFDA, CDA

Seattle Central College's EFDA Program is accredited by the
Washington State Department of Health
Dental Quality Assurance Commission
PO Box 47852 Olympia, WA 98504-7852
360-236-4700

Seattle Central College EFDA Program Admission Information Packet

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I. Program Learning Outcomes

Graduates of the Seattle Central College Expanded Function Dental Auxiliary Program will:

1. Demonstrate ethical and professional behavior and service to diverse populations.
2. Support evidence-based dental care as a member of the oral healthcare team.
3. Value their responsibility to the community by providing community service and outreach.
4. Appreciate the scientific method, self-assessment, and life-long learning for continual professional growth and development.
5. Achieve personal and professional goals in diverse settings based on the Seattle Central College learning outcomes.

II. Eligibility

To be eligible as an applicant for the Seattle Central College EFDA Program, ALL requirements must be completed by the application deadline (NO EXCEPTIONS). Admission to the SCC EFDA program is open to all qualified students regardless of economic or social status and without discrimination on the basis of race, color, sex, marital status, beliefs, age, national origin or disability.

Physical demands on an EFDA

The EFDA profession is extremely demanding physically and requires very fine motor skills and movement. If you have difficulty in any of the areas listed below, we strongly encourage you to discuss the impact of these difficulties on a career in dental hygiene with your physician. If you are still concerned after discussing with your physician, we encourage you to make an appointment with the SCC Dental Programs, 206.934.4186, to discuss additional options.

If you have difficulty in any of these areas, we also encourage you to seek information from the SCC Accessibility Support Center to determine if there is a reasonable accommodation available to support your progress in the program.

Visual Acuity

- Acute enough to read small printed labels on medications
- Acute enough to read small numbers on instruments

Hearing Acuity

- Acute enough to hear and understand words spoken when muffled by a mask
- Acute enough to hear blood pressures and heart rate with stethoscope

Speaking Ability

- Verbal expression clear and distinct enough to enunciate dental terminology while wearing a facemask
- Ability to express thoughts clearly

Digital Dexterity

- Agile enough to handle dental instruments with both left and right hands
- Able to bend at the wrist and the elbow

Professionalism

- Able to complete required tasks/functions under stressful conditions
- Self-directed
- Able to interact professionally with all members of the dental team

III. Commitment

The SCC EFDA Program is a vigorous and intense program of study. Success in the program requires major commitment to make studying a priority. Study outside of class is a requirement. Although the EFDA program is geared toward working dental assistants, working more than 32 hours per week is discouraged due to the time requirements in the program. Students need to have good time management skills as well as assistance with childcare and finances.

IV. Campus Locations

Seattle Central College EFDA Program is located at the Health Education Center at the Pacific Tower in Beacon Hill. Beyond the educational and clinical learning experiences at the Health Education Center, students may have the opportunity to engage in clinical activities at external sites throughout Seattle.

V. EFDA Program Application Requirements

1. **Read the Seattle Central College EFDA Program Admission Information Packet, AND Participate in a SCC EFDA Program Information Session.**
 - View a recorded session, or attend a live session.
 - For more information on each format, see the SCC EFDA Program website (<https://healthcare.seattlecentral.edu/programs/dental/get-started-in-efda>), and/or contact DentalPrograms@Seattlecolleges.edu
2. **[Apply to Seattle Central College](https://seattlecentral.edu/enroll-now)**
(<https://seattlecentral.edu/enroll-now>)

3. **Complete the [SCC directed self-placement](https://seattlecentral.edu/enrollment-and-funding/enrollment-and-admissions/placement-for-classes)** (<https://seattlecentral.edu/enrollment-and-funding/enrollment-and-admissions/placement-for-classes>) for English and Math readiness. Minimum eligibility for EFDA program applicants are:
 - ENGL 98
 - MATH 87/91
4. **Meet with a [Seattle Central College academic advisor](https://seattlecentral.edu/campus-life/student-support-and-services/transfer-and-career-advising)** (<https://seattlecentral.edu/campus-life/student-support-and-services/transfer-and-career-advising>) to verify that you are program eligible and to complete the EFDA Application Program Eligibility Worksheet.
 - Nicholas Kaatz is the SCC academic advisor assigned to the Dental Programs. You may schedule with him through Starfish or email.
 - <https://seattlecentral.edu/advising-staff/nicholas-nick-kaatz>
 - Email: Nicholas.Kaatz@Seattlecolleges.edu
5. **Review and complete the [online EFDA Program Application](https://apply.seattlecolleges.edu/expandedfunctiondentalauxiliary).** (<https://apply.seattlecolleges.edu/expandedfunctiondentalauxiliary>) This requires submission of the following. All worksheets are available as appendices in this document, as well within the online application portal.
 - EFDA Application Information Session Attestation Worksheet
 - EFDA Program Eligibility Form from applicant's successful meeting with SCC Academic Advising (Serves as verified proof of SCC eligibility for ENGL 98 and for MATH 87/91)
 - High school diploma or GED
 - Healthcare provider Basic Life Support (BLS) certification, ***expiring after August 2026***
 - First aid certification, ***expiring after August 2026***
 - SCC EFDA Pathway Worksheet. Applicants must select and satisfy one of the following pathways:
 - **Pathway 1**
 - Graduate from a CODA-accredited dental assisting program, ***AND***
 - Minimum of 5 years (10,000 hours) verified work experience as a dental assistant.
 - **Pathway 2**
 - Current Certified Dental Assisting (CDA) certification via DANB ***AND***
 - Minimum of 2 years (3,500 hours) verified work experience as a dental assistant. 5 years (10,000 hours) preferred.

- Work History Verification Worksheets
- EFDA Externship Contact Information Worksheet
- Online application fee: \$35

6. **Manual Dexterity Assessment**

All qualified applicants will be contacted to schedule a manual dexterity assessment. There is a \$40 fee for this assessment, which is separate from, and in addition to, the online application fee.

- See Appendix E: Manual Dexterity Assessment. These appointments will be in October 2025.

VI. Application and Selection Criteria

Students are accepted by first satisfying all program admission requirements by the application deadline, and then by a point system based on the manual dexterity assessment.

VII. Admission Procedure

Only students with completed online applications will be considered for admission to the Seattle Central College (SCC) EFDA Program. It is the student's responsibility to ensure that all requirements are satisfied and all required documents are uploaded in the online application for admission. Using the selection criteria, up to 20 applicants will be offered admissions into the program, which begins courses in the Winter Quarter.

VIII. Post-Admittance Requirements

After admission and before beginning courses, students will receive detailed instructions for meeting each the following mandatory requirements:

1. All admitted students are required to attend a mandatory orientation session to ensure students and program are prepared for the start of the program.
2. Complete a national background check.
3. Complete health requirement compliance. Students are required to have a physical, eye, and hearing exams as well as provide proof of immunizations.

Required Immunizations (lab results must be included):

Immunization	Requirement	Documentation Needed
Hepatitis B	Positive titer showing immunity	Lab results
Influenza	1-dose given (during flu season September – June)	Vaccine record
Tuberculin test	2-step tuberculin test OR QuantiFERON®-TB Gold In-Tube test (GFT-GIT) showing no active TB (must be	Two negative test or lab results [Note: TB test is positive, it is necessary to have a chest x-ray and a TB Assessment

	done before entering the program)	signed by a healthcare provider]
Measles, Mumps, and Rubella (MMR)	Positive titer showing immunity	Lab results
Varicella (chickenpox)	Positive titer showing immunity	Lab results
Tetanus, diphtheria, pertussis	1-dose within the last two years or TD within 10 years	Vaccine record
COVID vaccination	Must have full vaccination (2 weeks past final 1 or 2-dose series) before entering the program	Vaccine record (boosters may be required every 6 months)

4. Provide proof of current personal health insurance coverage.
5. Provide proof of supplemental professional liability insurance coverage.
6. Acceptance into the EFDA program requires professional membership in the American Dental Assistant's Association (ADAA)

IX. Reapplication Policy

If an applicant is not accepted into the program and wishes to reapply at the next admission cycle, the applicant should attend another information session and resubmit an application by the deadline. All program requirements must be satisfied prior to submission of the EFDA application. No extra application points will be awarded for reapplications.

X. Reasonable Accommodations for Students with Disabilities

Seattle Central College is committed to providing qualified students with a disability an equal opportunity to access the benefits, rights, and privileges of services, programs and activities in an accessible setting appropriate to the student's needs. No student shall, on the basis of her or her disability, be excluded from participation, be denied the benefits of, or otherwise be subject to discrimination under any Seattle Central College program or activity.

Seattle Central College is committed to providing an accessible setting appropriate to the student's needs, in compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973 and the disability laws of the State of Washington.

To receive reasonable accommodations, students are responsible both for requesting accommodations and for providing appropriate written documentation as defined in the implementing procedures. The Accessibility Resource Center at Seattle Central College shall be responsible for implementation of this policy and the related procedures.

Legal Authority: US Americans with Disabilities Act (P.L. 93–112) and RCW 49.60.

<https://seattlecentral.edu/about/policies-and-procedures/equal-opportunity-institution>

XI. Program Criminal Background Check

Seattle Central College has established a background check procedure, which will be provided to students upon acceptance into the program. Students will be sent a link to have a criminal background check. This must be completed prior to orientation. Results from the background check are sent directly to the program by the company conducting them. Clinical facilities may request additional background checks.

XII. Scope and Sequence

SEATTLE CENTRAL COLLEGE

EFDA Program Scope & Sequence

REQUIREMENTS FOR THE

Short-Term Certificate in Expanded Function Dental Auxiliary (EFDA)

Effective Winter 2025

TOTAL PROGRAM CREDITS REQUIRED: **15**

EFDA CERTIFICATE COURSES:

CREDITS

Quarter 1 Winter

EFDA 100	Procedures I (1 hour lecture)	1
EFDA 110	Dental Coronal Anatomy, lecture (1 hour lecture)	1
EFDA 111	Dental Materials and Techniques (2 hour lecture)	2
EFDA 113	Dental Coronal Anatomy, lab (4 hour lab)	2
		6

Quarter 2 Spring

EFDA 101	Restorative Laboratory (8 hours laboratory)	4
EFDA 200	Procedures II (1 hour lecture)	1
EFDA 212	Ethics and Jurisprudence (1 hour lecture)	1
		6

Quarter 3 Summer

EFDA 201	Restorative Clinic (4 hours laboratory/clinic)	2
EFDA 202	EFDA Exam Preparation (1 hour lecture)	1
		3

XIII. Estimated Program Expenses

Estimated Cost of the Program (updated March 2025)				
Approximate costs for the 3-quarter Expanded Function Dental Auxiliary (EFDA) program, based on Washington State resident tuition rates are listed below. Prerequisite course expenses, room and board are not included. (Seattle Central College does not have dormitories.) Please keep in mind that these costs are estimated and are subject to change.				
Fee		Estimated Program Total	Quarter	Estimated Quarterly Fees
SCC Tuition (15 units) ^a		\$1913.85	Q1 6 credits	\$765.54
			Q2 6 credits	\$765.54
			Q3 3 credits	\$382.77
Lab fees ^b		\$4845.00	Q1	\$2000.00
			Q2	\$2000.00
			Q3	\$2000.00
SCC Student Activity Fee (\$60/quarter)		\$180.00	Q1	\$60.00
			Q2	\$60.00
			Q3	\$60.00
SCC Technology Fee (\$3/credit, max \$54)		\$45.00	Q1	\$18.00
			Q2	\$18.00
			Q3	\$9.00
SCC Instructional Technology Fees (\$4.50/credit)		\$67.50	Q1	\$27.00
			Q2	\$27.00
			Q3	\$13.50
Miscellaneous fees	Student ID Card	\$1655.00	Q1	\$10.00
	Uniform/Shoes		Q1	\$300.00
	Books		Q1	\$300.00
	Liability Insurance		Q1	\$45.00
	Loupes	<i>Varies with student choice: \$1000 -\$ 2500</i>	Q1	<i>Varies</i>
Estimated Total		\$8,861.35	Q1	\$3525.54
			Q2	\$2870.54
			Q3	\$2465.27

^a Resident tuition rates shown are for the 2024-2025 academic year and are subject to change by the state legislature. Non-resident, international, and veteran tuition rates can be found at: <https://seattlecentral.edu/enrollment-and-funding/enrollment-and-admissions/tuition-and-payment>. All SCC fees are collected when quarterly tuition is due.

^b Lab fee includes labcoats, supplies, instrument issue, and licensure exams (WARE written exam with DANB and restorative clinical exam with CRDTS).

Appendix A: EFDA Application Information Session Attestation



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Seattle Central College EFDA Program Application

Information Session Attestation

As an applicant to the SCC EFDA Program, I attest that I participated in an SCC

EFDA Program Information Session on _____.
(date of information session)

Applicant name (printed): _____

Applicant signature: _____

Appendix B: EFDA Program Eligibility Form



**SEATTLE CENTRAL
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Seattle Central College EFDA Program Application

EFDA Program Eligibility Form

After completing the SCC college application and the directed self-placement assessments, make an appointment with SCC Academic Advising to complete this form.

(<https://seattlecentral.edu/advising-staff/nicholas-nick-kaatz> or Nicholas.Kaatz@Seattlecolleges.edu)

This section must be completed by an SCC Academic Advisor:

Applicant name: _____

☐

Applicant successfully applied to Seattle Central College

- **Applicant's SCC Student Number:** _____
- **Applicant's assigned SCC E-mail address:** _____
(note: this email address might not yet be active, but we need to know what it will be if you become a student in the SCC EFDA program)

☐

High School Diploma or GED

☐

Directed Self-Placement Assessment: English

- **Applicant completed the Directed Self-Placement for English, and the course choice is:**

NOTE: the minimum for DA Applicants is ENGL 98

☐

Directed Self-Placement Assessment: Math

Applicant completed the Directed Self-Placement for Math, and the course choice is:

NOTE: the minimum for EFDA Applicants is MATH 87/91

Date of SCC Advising meeting: _____

Name of SCC Academic Advisor: _____

SCC Academic Advisor comments:

Appendix C: EFDA Application EFDA Pathway Worksheet



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Seattle Central College Expanded Function Dental Auxiliary (EFDA) Program Application

SCC EFDA Pathway Worksheet

Select one of the following pathways.

Applicants must provide proof of corresponding qualifications and work history that correspond to the selected pathway.

☐

Pathway 1

- Graduate of a CODA-accredited dental assisting program
AND
- Verified Dental Assisting Work History: minimum 5 years (10,000 hours)

☐

Pathway 2

- Current Certified Dental Assistant (CDA) certification from DANB
AND
- Verified Dental Assisting Work History
 - Minimum 5 years (10,000 hours)
OR
 - Minimum 2 years (3,500 hours) **with** personal statement explaining preparedness for the EFDA program

Appendix D: EFDA Application Work History Verification Worksheet



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Work History Verification Worksheet

Provide a separate worksheet for ***each*** reported employer for which the applicant is reporting dental assisting work experience.

Applicant name: _____

Clinic name: _____

Dates of employment: _____

Hours of work as a dental assistant: _____

Clinic Address:

Clinic Contact Name:

Clinic Contact Phone:

Clinic Contact Email:

Comments from Employer:

Appendix E: EFDA Externship Contact Information Worksheet



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EFDA Externship Contact Information Worksheet

Applicants to the SCC EFDA Program must have an externship site secured with which to complete the required 80-hour externship during the summer quarter. Please provide the contact information for this site below so that an affiliation agreement may be coordinated.

Applicant name: _____

Externship site contact information:

Clinic Name:

Clinic Address:

Clinic Contact Name:

Clinic Contact Phone:

Clinic Contact Email:

Appendix F: EFDA Manual Dexterity Assessment Protocol

A. General Information

The manual dexterity assessment for entry into the Expanded Function Dental Auxiliary (EFDA) Program is designed to evaluate manual dexterity skills. EFDA Applicants who have started the online application are eligible to take this assessment. Applicants do not need to have submitted their online application in order to take this assessment.

B. Assessment Information

The assessment allots 1 hour to complete. 15 minutes are provided for the clinical orientation and exam set-up; 30 minutes for the clinical component; and 15 minutes for clean-up.

C. Admission to Clinical Assessment

All candidates are required to appear at the designated site on time and in appropriate clinical attire, to include: scrubs, safety glasses, clinic-appropriate shoes, and face mask. The exam proctor has the authority to dismiss a candidate if the appropriate clinic attire is not worn. Each candidate must present at the assessment site:

- One piece of official identification with the candidate's picture and signature
- Proof of payment from SCC Cashier's Office for \$40 assessment fee.
- Each candidate must bring their own safety goggles/glasses.

D. Scoring

Applicants taking the Clinical Assessment will receive a score for the required skills to fabricate a temporary crown. Each skill will be scored using the EFDA Manual Dexterity Assessment Evaluation Criteria listed in this instruction packet (see below). Each applicant's score will be used to rank applicants for admission into the EFDA Program.

E. Clinical Assessment

The clinical part is designed to evaluate the manual dexterity skills of the applicant through performance criteria in basic skills. Candidates may refer to this brochure as needed during the clinical assessment activity. Scoring is completed by an examiner after the assessment activity is concluded.

F. Models/Casts

The candidate must use a ModuPRO One (M300) manikin from Acadental for the clinical assessment. Temporary crowns submitted for grading become the property of the Seattle Central College Dental Programs and cannot be returned to applicants.

G. Additional Information

- Applicants will be provided with the necessary supplies and materials. These may NOT be shared with any other candidate.

- The candidate is to have their photo identification (driver's license, etc.) prior to entering the assessment room.
- Materials **MUST** be checked and initialed by the proctor prior to starting the assessment (e.g., casts, crowns). Do **NOT** begin any procedure until the proctor has initialed the materials. Both the maxillary and mandibular casts (as well as their storage box) must be marked with the applicant's student identification number. Applicant names should **NOT** be written on the model or the box.
- The candidate is not to carry on conversations with any other candidates.
- The candidate is to remain in their assigned seat and may not walk around the assessment site.
- The candidate must leave the completed assessment materials at their assigned seat.
- Please mark the box with your student identification number. Do not write your name on the casts or box.
- The candidate must leave the cubicle or unit neat and clean. All products must be removed and properly disposed.

H. Criteria for Placement of Acrylic Custom Temporary Crown

Instruments and Supplies (will be provided by SCC for use during assessment)

- | | |
|----------------------------|---|
| • Mouth mirror | • Appropriate instruments for placing a temporary crown |
| • Explorer | • Acadental Model ModuPRO One (M300) |
| • Cotton forceps | • Low speed handpiece |
| • Scissors- crown & collar | • Burs |
| • Gloves and mask | |

I. Set-up Procedures

- The student identification number must be placed on the outside of the manikin box.
- All materials must be out and available for the proctor's review before the candidate begins the procedure.
- Using a pre-made preliminary impression in Blu-Mousse, the candidate will construct and place an acrylic custom temporary crown on the prepared tooth. The tooth must remain in the model during the fabrication. The correct size crown must be fabricated. The crown will **NOT** be cemented onto the tooth.
- After the assessment, the candidate will secure the cast, temporary crown, and preliminary impression in their box. The proctor will collect all materials.

J. EFDA Manual Dexterity Assessment Evaluation Criteria

Applicant ID Number:				Date:	
EVALUATION STANDARDS	SCORING CATEGORIES			ANTERIOR	POSTERIOR
	Fully meets standard <i>3 points</i>	Approaching standard <i>2 points</i>	Not meeting standard <i>1 point</i>		
Proximal Contacts <i>There must be visual contact with the adjacent teeth</i>	Two visual contacts present (mesial AND distal)	Only one visual contact present (mesial or distal)	No visual contacts present		
Crown Anatomy <i>Must fit mesiodistally. It is acceptable if the crown is too wide bucco-lingually.</i>	Fits both mesially AND distally	Only fits mesially OR distally	Does not fit mesiodistally		
Length of Margins <i>The crown margin must be at or no more than 1 mm occlusal to the margin of the preparation</i>	Crown margin <1mm occlusal to the margin of the preparation	Crown >1mm occlusal to the margin of the preparation	Crown extends apical to the margin		
Adaptation of Margins <i>The surface of the temporary crown and margin must be smooth and well adapted to the contour of the tooth. Contour must be established to approximate the original contour of the tooth</i>	Surface and contour criteria met. Surface of crown is smooth AND contour approximates original contour of tooth.	Only 1 surface and contour criteria met. Surface of crown is smooth OR contour approximates original contour of tooth.	No surface or contour criteria met. Surface of crown is rough OR contour does not approximate original contour of tooth		
Occlusion <i>The crown must be in ideal occlusion OR out of occlusion with the opposing arch</i>	Crown is in ideal occlusion (<1mm articulation mark) or is out of occlusion with the opposing arch	Crown articulates with opposing arch in 1 location (1-2mm articulation mark)	Crown articulates with the opposing arch (>2mm articulation mark)		
TOTALS:					

Proctor Comments:

Evaluator Comments:

K. References for Manual Dexterity Assessment Protocol

The following suggested references are NOT intended to be all-inclusive.

- Administrative Rules of the Board of Dentistry, promulgated under the authority of Act 368, P.A. 1978.
- Ash, Major M. "Wheeler's Dental Anatomy, Physiology and Occlusion". Philadelphia; W.B. Saunders.
- Craig, Robert G., et al. "Dental Materials. Properties and Manipulation." St. Louis; the C. V. Mosby Company.
- Darby, Michele Leonardi and Walsh, Margaret M. "Dental Hygiene Theory and Practice". Philadelphia; W.B. Saunders.
- DeLyre, Wolf R. "Essentials of Dental Radiology for Dental Assistants and Hygienists". Englewood Cliffs, New Jersey; Prentice-Hall.
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- Gilmore, Lund, Bales and Veonetti. "Operative Dentistry".
- Hatrick, Eakle, and Bird. "Dental Materials: Clinical Applications for Dental Assistants and Dental Hygienists". Saunders, 2003
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- Zwemer, Thomas J. "Boucher's Clinical Dental Terminology, 4th Edition, St. Louis; C. V. Mosby Co.