



SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

Expanded Function Dental Auxiliary (EFDA) Certificate Program Admission Information Packet Class of 2027

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>

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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Class of 2027 Deadlines and Important Dates:

- **Application Opens: April 1, 2026**
- **Application Due: August 24, 2026**
- **Dexterity Assessments: September 2026 (by appointment only, dates TBD)**
- **Mandatory Orientation: September 25, 2026**
- **Start of Classes: January 4, 2027**

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 one of the following SCC staff to complete the EFDA Program Eligibility form.** This step verifies that you are program eligible and to complete the EFDA Application Program Eligibility Worksheet.
 - SCC Dental Programs Coordinator: dentalprograms@seattlecolleges.edu
 - SCC Academic Advising: AdvisorCentral@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 Informed Applicant Attestation Form**
 - **EFDA Program Eligibility Form**
 - As part of this form, applicants must select and satisfy one of the following pathways:
 - **Pathway 1:** Graduate from a CODA-accredited dental assisting program,
 - **Pathway 2:** Current Certified Dental Assisting (CDA) certification via DANB
 - **High school diploma or GED**
 - **Healthcare provider Basic Life Support (BLS) certification, *expiring after August 2027***
 - **First aid certification, *expiring after August 2027***
 - **Current unencumbered Washington RDA registration**
 - **Work History Verification Worksheets**
Eligible applicants must provide verification of a minimum of 3,500 hours of experience as a chairside dental assistant within a continuous 24 through 48-month period.
 - **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 September 2026.

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 all health requirement compliance:
 - A. Documentation of physical, vision, and hearing exams by a healthcare practitioner
 - B. Documentation of immunization and health status requirements. These requirements are subject to change at any time.

REQUIRED		
<i>Pathogen/Disease</i>	<i>Specification</i>	<i>Documentation</i>
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 done before entering the program)	Two negative test or lab results [Note: TB test is positive, it is necessary to have a chest x-ray and a TB Assessment signed by a healthcare provider]
Measles, Mumps, and Rubella	Positive titer showing immunity	Lab results

(MMR)		
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
RECOMMENDED (not required)		
<i>Pathogen/Disease</i>	<i>Specification</i>	<i>Documentation</i>
COVID	Full vaccination and annual boosters	Vaccine record

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

<p>SEATTLE CENTRAL COLLEGE</p> <p><u>EFDA Program Scope & Sequence</u></p> <p>REQUIREMENTS FOR THE</p> <p>Short-Term Certificate in Expanded Function Dental Auxiliary (EFDA)</p>

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	Q1	\$10.00
	Uniform/Shoes	Q1	\$300.00
	Books	Q1	\$300.00
	Liability Insurance	Q1	\$45.00
	Loupes	Q1	<i>Varies</i>
	<i>Varies with student choice: \$1000 - \$ 2500</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: Informed Applicant Attestation Form

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

Informed Applicant Attestation Form

It is important that applicants to the SCC EFDA program clearly understand the program structure and requirements. **All 4 parts of this form are required to be completed for an application to be considered for admission to the SCC EFDA program.**

Applicant Name: _____

Part 1: READ EFDA PROGRAM INFORMATION PACKET

Check box to attest to having read the SCC EFDA Program Application Packet.

Part 2: ATTEND AN EFDA PROGRAM INFORMATION SESSION

As an applicant to the SCC EFDA Program, I attest that I have participated in an information session. Check the box to indicate the option you completed.

OPTION 1: I viewed the recorded SCC Dental Program Information Session posted on the SCC EFDA Program Website on _____ (date)

OPTION 2: I attended an in-person or live video SCC Dental Programs information session on _____ (date).

Part 3: APPLICANT ACKNOWLEDGEMENT OF EFDA PROGRAM COMMITMENT

Check the box to acknowledge the following EFDA program requirements:

-
- The SCC EFDA Program is a part-time, 3-quarter program. Lecture courses are conducted asynchronously online, and mandatory in-person lab sessions are scheduled for most Saturdays during the school terms.
 - Be present for all classes on time is a program requirement, and is essential for course, program, and career success. This includes being present for courses as scheduled, turning in assignments by the deadline, and responding to email from faculty and staff promptly.
 - Students must regularly access Canvas course shells and @seattlecolleges.edu email address
 - Students who are offered admission to the Seattle Central College EFDA Program, must complete all of the following in order to be enrolled in classes:
 - ♣ Complete a background check (a link for this will be sent to admitted students)
 - ♣ Complete all health compliance requirements (see SCC EFDA application)
 - ♣ Attend the mandatory orientation session
 - Students are responsible to secure their own externship site in order to complete the 80 hour requirement for quarter 4.

Applicant signature: _____ **(required)**

Appendix B: EFDA Program Eligibility Form

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

EFDA Program Eligibility Form

After completing the SCC college application and the directed self-placement assessments, make an appointment with one of the following SCC staff to complete this form.

Dental Programs Coordinator

dentalprograms@seattlecolleges.edu

Academic Advising

AdvisorCentral@seattlecolleges.edu

APPLICANT ELIGIBILITY INFORMATION

Applicant name: _____ **SCC Student #:** _____

SCC E-mail address: _____@seattlecolleges.edu

(note: this email address might not yet be active, but we need to know what it will be if you become a student)

SCC Directed Self-Placement Assessments:

English

Directed Self-Placement for English course choice is:

The minimum for DA Applicants is ENGL 98

Math

Directed Self-Placement for Math course choice is:

The minimum for EFDA Applicants is MATH 87/91

High School Diploma or GED

Must include diploma or high school transcript in online application

Current unencumbered WA RDA Registration (<https://fortress.wa.gov/doh/providercredentialsearch/>)

WA RDA Credential #: _____

EFDA Pathway (select one)

Pathway #1: Graduate of a CODA-accredited dental assisting program. Must submit official transcript with confirmation of program's CODA accreditation

CODA DA Program: _____

Month and year of graduation: _____

Pathway #2: Current Certified Dental Assistant (CDA) certification from DANB. Must submit proof of this current credential

CDA verified?

<https://online.danb.org/danbssa/f?p=700:3:::NO::>

Expiration date: _____

Dental Assisting Work Verification

A minimum of 3,500 hours of experience as a chairside dental assistant within a continuous 24 through 48-month period. See separate form for this.

Name of SCC Staff Person _____ **Date of meeting:** _____

Notes:

Appendix C: EFDA Application Work History Verification Form

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

Work History Verification Form

Eligible applicants must provide verification of a minimum of 3,500 hours of experience as a chairside dental assistant within a continuous 24 through 48-month period. 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 D: EFDA Externship Contact Information Form

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

EFDA Externship Contact Information Form

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 E: EFDA Manual Dexterity Assessment Information

The manual dexterity assessment for entry into the Expanded Function Dental Auxiliary (EFDA) Program is designed to evaluate manual dexterity skills. **Assessments are conducted by appointment only.**

To be scheduled for a dexterity assessment, applicants must submit their SCC EFDA application to establish having satisfied minimum EFDA program eligibility requirements, and submit proof of dexterity assessment fee. All such coordination should be via dentalprograms@seattlecolleges.edu

EFDA Manual Dexterity Assessment Policies

- All candidates are required to appear at the designated site on time and with:
 - One piece of official identification with the candidate's picture and signature
 - Dress code requirements: scrubs, safety glasses, clinic-appropriate shoes.
- Applicants will fabricate 1 anterior and 1 posterior temporary crown for this dexterity assessment. The tooth must remain in the model during the fabrication. The crown will NOT be cemented onto the tooth.
- Candidates are provided 1 hour to complete the assigned tasks. 15 minutes are provided for the clinical orientation and exam set-up; 30 minutes for the clinical component; and 15 minutes for clean-up.
- All necessary materials and supplies are provided to the applicant at the assessment; no outside materials may be brought or used by the applicant
- 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 and all provided 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.
- Candidate may be excused from the dexterity assessment if any policies are violated.

EFDA Manual Dexterity Assessment Evaluation

Each temporary crown will be scored using the EFDA Manual Dexterity Assessment Evaluation Criteria below. Each applicant's score will be used to assess the applicant's application for admission into the SCC EFDA Program.

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: