January 4, 2002

To Whom It May Concern:

This letter is to introduce to you a third year dental student at the University of Detroit Mercy. As s/he may have already discussed with you, a required assignment for students in the Special Patient Care course is to spend 3 hours of community service-learning time. For the DSD 823 course, this time is to be spent in a place where students have an opportunity to observe and interact with individuals who might provide special management challenges to the dental practitioner in a private practice. I believe that spending time in the community offers students a unique opportunity to understand lecture material from a “real world” point of view. It is my hope that while they are learning in the community, students also give back by providing some sort of service, such as oral health education to the people in your agency/organization or, even, simple companionship for a time to a needy individual.

These types of student experiences could not happen unless professionals like you, who have an intimate knowledge of the special needs populations they serve, are willing to share their time and expertise. That time and energy will, I know, have a positive effect on the way my students care for special needs individuals when s/he is a practicing dentist. Thank you, in advance, for the time, knowledge, and personal energy you will share with my student during the hours s/he spends with you.

The student will be asking you to sign Service-Learning Agreement and Service-Learning Verification forms required by our Leadership Development Institute to document student activities in the community. The student will return these to me. The Agreement form outlines some important student and agency/organization roles and responsibilities. I would also ask that you complete and mail or fax to me the attached Community Feedback Form. Please feel free to contact me if you have any questions or concerns regarding student activities with clients in your agency/organization. Thank you again for helping to make this student service-learning experience a successful one.

Sincerely yours,

Charlotte J. Wyche, RDH, MS
DSD 832 Course Director