



**Wharton County  
Junior College**

**PAID PROFESSIONAL  
ASSIGNMENT (PPA)  
REQUEST FORM**

TO: Leigh Ann Collins

DATE: April 18, 2022

FROM: Carol Derkowski

DIV or UNIT: Allied Health/ Dental Hygiene

SUBJ: PPA request for: Carol Derkowski  
 Title of PPA activity: Site Director for Regional Student Board Exam (CRDTS)  
 Dates (or semesters) of activity: May 19-21, 2022

A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

Site Director for regional dental hygiene clinical exam. WCJC is the host school for up to 20 candidates from WCJC, Lone Star College and HCC. Duties include planning and managing the business side of the exam. Assist the Coordinator with sterilization of reusable equipment between sessions. Assisting candidates with equipment, break down and set up of units, and assisting dentist providing local anesthesia. PPA is for Saturday May 20, 2022. Account will be reimbursed by exam fee.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)	12 hours	\$ 35.00	\$ 420.00
<b>TOTAL</b>		<b>\$ 35.00</b>	<b>\$ 420.00</b>

Budget Number : 1110.14182.6092.102

C. **Approvals**

Supervisor: Carol Derkowski Digitally signed by Carol Derkowski  
 Date: 2022.04.18 13:10:17 -05'00' CDSS

Date: \_\_\_\_\_

VP: LAV

Date: 4-22-22

President: Debra Melville

Date: 4-22-22

RECEIVED  
 Dean of Vocational Instruction  
 Date 4-19-22 Initials W