

Communications Update

Commission on Dental Accreditation

MEXICAN DENTAL SCHOOLS

The Commission continues to work with the Asociación Dental Mexicana's (ADM) Mexican National Council on Dental Education (MNCDE) to assist MNCDE in establishing an accreditation program similar to the Commission's process.

There continues to be a need for considerable revisions to the Mexican Predoctoral Accreditation Guidelines and Procedures to achieve comparability with the Commission's Standards. Both the MNCDE and the Commission have agreed that a reciprocal agreement is premature at this time.

Both agencies remain committed to working with each other. To this end, the Commission will continue to provide assistance to the MNCDE with regard to the development of an accreditation process for Mexican dental schools. Additionally, both agencies hope to participate in site visits conducted by the other agency.

INTERNATIONAL DENTAL EDUCATION

For the past several years, the American Dental Association and the Commission on Dental Accreditation have been considering increased involvement in international dental education and accreditation. The ADA President's Committee on International Dental Education was formed to complete a needs assessment addressing accreditation of international dental education programs. Dr. Kenneth L. Kalkwarf represented the Commission on the Committee.

The Board of Trustees considered the Committee's report this past April. After considerable discussion, the Board concluded that action on the resolutions found in the report should be postponed pending review and comment from the agencies represented on the Committee. The report raised issues with potentially significant implications for the Commission.

Due to the potential impact, the Commission could consider studying the feasibility of accrediting international dental schools. The former Chair of the Commission,

Dr. Dennis J. McTigue, noted that a clear message from the Association regarding its philosophical and financial support for such an endeavor would be helpful.

In June 2003, the Board considered the report again along with the Comments from the impacted agencies. After considerable discussion, the Board voted to transmit three resolutions to the 2003 ADA House of Delegates:

1. encouraging the Association and the Commission on Dental Accreditation to participate in international higher education collaborative networks to ensure that the Association and Commission are positioned for future initiatives to promote international standards for dental education and clinical practice;
2. urging state boards of dentistry to continue to support the Commission's role as the agency responsible for the evaluation of dental education programs; and
3. calling for the Association to support one standard of competency and caution state boards of dentistry and legislatures to review the full implications of using limited licensure graduates of non-accredited dental schools as a mechanism for providing access to dental care for underserved populations.

Also related to international accreditation, the Board adopted a resolution calling for the ADA President to appoint three persons for a collaborative discussion group and for the Chair of the Commission to appoint three persons to this group for the purposes of broad conceptual discussion about issues surrounding the creation of an international accreditation program, as well as to provide background to the Commission in order to facilitate its deliberations.

At its August 2003 meeting, the Commission carefully considered the Board's actions and the President's request. The Commission expressed its interest in further exploring the possibilities of offering its accreditation program internationally. The Commission agreed to accept the invitation to join Board members in a collaborative group for further discussion on the topic.

REQUEST FOR COMMENTS

PROSTHODONTICS STANDARD 4

The Review Committee on Prosthodontic Education received a request to consider a revision of the Didactic and Clinical Program Sections in the Accreditation Standards. The Review Committee proposed additional modification to the Standards. The Commission directed that the proposed revisions recommended by the Review Committee be circulated to the communities of interest for review and comment.

The proposed additions are **bolded**, and proposed deletions are indicated with a ~~strike through~~.

- 4-5 Instruction must be provided at the understanding level in each of the following:
- ~~Head and neck anatomy;~~
 - Oral pathology;
 - Applied pharmacology;
 - Craniofacial **anatomy and** physiology; **and**
 - Infection control.**

- 4-6 Instruction ~~should~~ **must** be provided **at the familiarity level** in each of the following:
- Craniofacial growth and development and aging;**
 - Immunology; ~~and~~
 - Oral microbiology;**
 - Risk assessment; and**
 - Wound healing.**

- 4-8 Instruction must be provided at the understanding level in each of the following:
- Biomaterials;
 - Geriatrics;
 - Maxillofacial prosthetics;
 - Preprosthetic surgery ~~including implant placement;~~
 - Implant placement including surgical and post-surgical complications;**
 - Temporomandibular disorders and orofacial pain;
 - Medical emergencies; ~~and~~
 - Diagnostic radiology;
 - Research methodology; and**
 - Prosthodontic patient classification systems such as the ACP Classification Systems for edentulous, partially edentulous and dentate patients.**

- 4-9 Instruction must be provided at the familiarity level in each of the following:
- Endodontics;
 - Periodontics;
 - Orthodontics;
 - Sleep Disorders;**
 - ~~Research methodology;~~
 - Intraoral photography;**
 - Practice Management;
 - Behavioral sciences;**
 - Ethics;**
 - Biostatistics;
 - Scientific writing; and**
 - Teaching methodology.**

- 4-10 Instruction ~~may be provided in each of the following:~~
- ~~Behavioral Sciences;~~
 - ~~Communicative Disorders;~~
 - ~~Ethics;~~
 - ~~Hospital protocol;~~
 - ~~Scientific writing;~~
 - ~~Teaching methodology;~~
 - ~~Sleep disorders;~~
 - Intraoral photography**

CLINICAL PROGRAM

- 4-114-10 The program must provide sufficient clinical experiences for the student to be proficient in the comprehensive treatment of a wide range of complex prosthodontic patients with various categories of need.
- 4-12 4-11 The program must provide sufficient clinical experiences for the student to be proficient in:
- Collecting, organizing, analyzing, and interpreting diagnostic data;
 - Determining a diagnosis ~~and prognosis;~~
 - Developing a comprehensive treatment plan **and prognosis;**
 - Critically evaluating** ~~Evaluating, critically,~~ the results of treatment; and
 - Effectively utilizing the professional services of allied dental personnel, including but not limited to dental laboratory technicians, dental assistants, and dental hygienists.
- 4-13 The program must provide sufficient clinical experiences for the student to be proficient in each of the following. The program must also provide

PROPOSED STANDARDS REVISIONS

sufficient experiences for the student to be competent in laboratory phases for the following:

- a: Use of adjustable articulators to develop an integrated occlusion for opposing arches;
- b: Complete and partial coverage restorations;
- c: Restoration of endodontically treated teeth;
- d: Fixed prosthodontics, which should include:
 - 1: Complete arch restorations
 - 2: Partial arch restorations;
- e: Removable partial dentures, which should include:
 - 1: Tooth-supported prostheses
 - 2: Tooth and mucosa supported prostheses
 - 3: Transitional prostheses;
- f: Complete dentures, which should include:
 - 1: Patients with varying anatomic characteristics and management problems
 - 2: A variety of tooth forms and occlusal schemes
 - 3: Relines and rebases
 - 4: Overdentures
 - 5: Immediate dentures/transitional dentures;
- g: Implant supported and/or retained prostheses, which should include:
 - 1: Complete arch restorations
 - 2: Partial arch restorations
 - 3: Single tooth restorations; and
- h: Continual care and maintenance of restorations.

4-12 The program must provide sufficient clinical experiences for the student to be proficient in the comprehensive diagnosis, treatment planning and rehabilitation of edentulous, partially edentulous and dentate patients.

- a. Clinical experiences must include a variety of patients within a range of prosthodontic classifications, such as in the ACP Classification System for edentulous, partially edentulous and dentate patients.
- b. Clinical experiences must include rehabilitative and esthetic procedures of varying complexity.
- c. Clinical experiences must include treatment of geriatric patients, including patients with varying degrees of cognitive and physical impairments.
- d. This may include defects, which are due to genetic, functional, parafunctional, microbial or traumatic causes.

Intent: Students should be proficient in the use of adjustable articulators to develop an integrated occlusion for opposing arches; complete and partial coverage restorations, restoration of endodontically treated teeth, fixed prosthodontics, removable partial dentures, complete dentures, implant supported and/or retained prostheses, and continual care and maintenance of restorations.

4-13 The program must provide sufficient dental laboratory experience for the student to be competent in the laboratory aspects of treatment of complete edentulism, partial edentulism and dentate patients.

4-14 Students must be competent in the prosthodontic treatment of geriatric patients, which should include patients with varying degrees of cognitive and physical impairments.

4-15 4-14 Students must be competent in the prosthodontic treatment **management** of patients with temporomandibular disorders and/or oral facial **orofacial** pain.

4-16 4-15 Students must be exposed to patients requiring various maxillofacial prosthetic services.

4-16 Students must participate in all phases of implant treatment including implant placement.

Intent: It is anticipated that students will act as first assistant and/or primary surgeon for some of their own patients.

4-17 Students must be exposed to preprosthetic surgical procedures, which should include:

- a: Contouring of residual ridges;
- b: Gingival recontouring;
- c: Placement of dental implants; and
- d: Removal of teeth.

Intent: Surgical procedures should include contouring of residual ridges, gingival recontouring, placement of dental implants, and removal of teeth.

(Continued on next page)

Site Visit Orientation Website at: <http://www.ada.org/prof/ed/accred/sitevisit/index.asp>

MAXILLOFACIAL PROSTHETICS

Note: Application of these Standards to programs of various scope/length is as follows:

- b. Prosthodontic programs that encompass a minimum of thirty-three months: all sections of these Standards apply except sections 4-18 through 4-264, inclusive; and

DIDACTIC PROGRAM

- 4-19 Instruction must be provided at the in-depth level in each of the following:
 - g. Maxillofacial prosthetic management of the radiation **therapy** patient; and
- 4-20 Instruction must be provided at the familiarity level in each of the following:
 - e. Restoration of **cranial defects**.

CLINICAL PROGRAM

- 4-22 Residents must demonstrate competency in interdisciplinary diagnostic and treatment planning conferences relevant to maxillofacial prosthetics, which should include:
 - a. Cleft palate and craniofacial conferences;
 - b. Clinical pathology conferences;
 - c. Head and neck diagnostic conferences;
 - d. Medical oncology treatment planning conferences;
 - e. Radiation therapy diagnosis and treatment planning conferences;
 - f. Reconstructive surgery conferences; and
 - g. Tumor boards.
- 4-22 Residents must gain clinical experience to become proficient in the pre-prosthetic, prosthetic and post-prosthetic management and treatment of patients with defects of the maxilla, and mandible. Clinical experience regarding management and treatment should include:
 - a. Patients who are partially dentate and for patients who are edentulous;
 - b. Patients who have undergone radiation therapy to the head and neck region;
 - c. Maxillary defects of the hard palate, soft palate and alveolus;
 - d. Mandibular continuity and discontinuity defects; and

- e. Acquired, congenital and developmental defects.

- 4-23 Residents must be exposed to the following:
 - a. Clinical pathology;
 - b. Communicative disorders;
 - c. Diagnostic radiology;
 - d. Medical oncology;
 - e. Neurology;
 - f. Radiology oncology;
 - g. Surgery (oral and maxillofacial, otolaryngology, head and neck, plastic and reconstructive); and
 - h. Psychology
- 4-23 Residents must gain clinical experience to become competent in the pre-prosthetic, prosthetic and post-prosthetic management and treatment of patients with defects of facial structures.
- 4-24 Residents must provide clinical maxillofacial prosthetic treatment for patients with oral defects which are the result of disease or trauma (acquired defects) to the level of proficiency. These services must include:
 - a. Immediate surgical prostheses for edentulous, partially edentulous and patients undergoing maxillary resections (Operating room experience is required);
 - b. Definitive and interim prostheses for partially or completely edentulous maxilla and/or mandible;
 - c. Palatal lift prostheses;
 - d. Splints and stents; and
 - e. Prosthodontic management of patients undergoing oncologic treatment, to include radiotherapy and chemotherapy.
- 4-24.1 Residents should also provide prostheses for patients, which should include:
 - a. Implants to restore maxillary defects;
 - b. Implants to restore the reconstructed mandible; and
 - c. Extra oral implants.
- 4-24 Residents must demonstrate competency in interdisciplinary diagnostic and treatment planning conferences relevant to maxillofacial prosthetics, which may include:
 - a. Cleft palate and craniofacial conferences;
 - b. Clinical pathology conferences;
 - c. Head and neck diagnostic conferences;

PROPOSED STANDARDS REVISIONS

- d. **Medical oncology treatment planning conferences;**
- e. **Radiation therapy diagnosis and treatment planning conferences;**
- f. **Reconstructive surgery conferences; and**
- g. **Tumor boards.**

~~4-25 Residents must be exposed to clinical maxillofacial prosthetic treatment for patients with congenital or developmental oral defects.~~

~~4-26 Residents must provide clinical maxillofacial prosthetic treatment to the level of competency for patients with congenital or acquired facial defects.~~

Hearings will be held at the October 2003 ADA Annual Session and March 2004 ADEA annual meeting. Written comments should be received in the Commission office by May 15, 2004. Comments will be reviewed at the Commission's July 2004 meeting.

PEDIATRIC DENTISTRY STANDARD 2-3.1

The Review Committee on Pediatric Dentistry Education considered a request to revise Standard 2-3.1. After careful consideration, the Review Committee recommended, and the Commission concurred, that the proposed revision to the must statement and clarifying intent statement be circulated to the communities of interest for review and comment.

The proposed additions are **bolded**, and proposed deletions are indicated with a ~~strikethrough~~.

Relative Value Units (RVU)

3 2-3.1 Eligible pediatric dentistry members of the teaching staff, appointed after January 1, 2000, who have not previously served as teaching staff are certified by the American Board of Pediatric Dentistry, are board eligible, or ~~are educationally qualified for certification~~ **have completed the educational requirements to pursue board certification.**

Intent: The core portion of the clinical curriculum is taught by educationally qualified pediatric dentists.

Hearings will be held at the October 2003 ADA Annual Session and March 2004 ADEA annual meeting. Written comments should be received in the Commission office by May 15, 2004. Comments will be reviewed at the Commission's July 2004 meeting.

PREDOCTORAL AND DENTAL HYGIENE EDUCATION STANDARDS REVISIONS

The Commission continues to receive comments from the communities of interest regarding the proposed revisions to Dental Education Standard 2-25 and Dental Hygiene Standard 2-18. Written comments were to be received in the Commission office by October 31, 2003. Hearings were held at the Annual Session of the American Dental Education Association on March 10, 2003 and the October 2003 Annual Session of the American Dental Association. Comments will be considered at the January 2004 meetings of the Commission.

The Commission was prompted to review these standards and accompanying definition after receiving requests from the communities of interest to consider a change to Dental Education Standard 2-25 and Dental Hygiene Standard 2-18 to require programs to prepare graduates to be competent in providing oral health care for the mentally/physically disabled patient. An ad hoc committee has been studying the issue for the past year. The details of the revisions can be found in the Spring 2003 issue of Communications Update.

ELIGIBILITY CRITERIA REVISIONS

The Commission continues to receive comments related to proposed revisions to the *Eligibility Criteria for the Initiation of an Accreditation Program in a New Dental Education Area*. The Commission considered Resolutions from the 2002 ADA House of Delegates pertaining to the *Eligibility Criteria*. Given the significance of the comments, the Commission directed that the proposed revised *Criteria* be circulated to the communities of interest for comment. Written comments were to be received in the Commission office by October 31, 2003. Additionally, hearings were held on March 10, 2003 at the Annual Session of the American Dental Education Association and the October 2003 Annual Session of the American Dental Association. The Commission will consider all comments received at its January 2004 meeting.

The current accreditation standards for all disciplines can be downloaded at:

<http://www.ada.org/prof/ed/accred/standards/index.asp>

POLICY UPDATES

POLICY ON ENROLLMENT INCREASES FOR SPECIALTY PROGRAMS

The Commission's Ad Hoc Committee to Study Policy Related to Enrollment Increases for Specialty Programs met in June 2003 to consider policy changes. The representatives of the nine recognized specialties had considerable discussion to ensure the policy was flexible enough to meet the unique needs of each specialty. The Commission approved the following Policy on Enrollment Increases in Dental Specialty Programs with an implementation date of January 2004.

POLICY ON ENROLLMENT INCREASES IN DENTAL SPECIALTY PROGRAMS

The Commission on Dental Accreditation monitors increases in enrollment. The purpose for monitoring increases in enrollment through review of existing and projected program resources (faculty, patient availability, and variety of procedures, physical/clinical facilities, and allied support services) is to ensure that program resources exist to support the intended enrollment increase. An increase in enrollment must be reported to and approved by the Commission prior to its implementation. Failure to comply with the policy will jeopardize the program's accreditation status.

(CDA: 08/03:22)

Intent Statements: In conjunction with the implementation of the policy, the Committee recommended that there be consideration of appropriate statements of intent that would provide supportive narrative to the specialty-specific Accreditation Standards and linkage to the implementation of the policy statement. The Commission agreed with the Committee's recommendations and directed that each specialty review committee consider appropriate statements of intent at their January 2004 meetings.

Procedural Guidelines: The Committee also recommended that complementary procedural guidelines should also be developed. They also felt that these guidelines should include an explanation regarding the opportunity for timely review of the requests between the bi-annual Commission meetings. It was suggested that the use of e-mail ballot or telephone conference call be considered. The Commission concurred and directed the specialty review committees consider procedural guidelines at their January 2004 meetings.

COORDINATED SITE VISITS

If an institution offers more than one dental education program, the Commission evaluates all programs during a single site visit whenever possible. Shared faculty, shared facilities and integrated curricula, as well as the time and expense involved in preparing for a visit, are among the reasons for coordinated evaluations.

The Commission encourages the coordination of its evaluations with evaluations by regional and/or other nationally recognized accrediting associations. It will make every effort to coordinate its evaluations with those of other associations if requested to do so by an institution.

The Commission has conducted simultaneous evaluations with regional accrediting associations such as the Southern Association of Colleges and Schools and other specialized agencies such as the Commission on Accreditation of Allied Health Education Programs (CAAHEP) or with state accrediting agencies such as the State Education Department, the University of the State of New York Division of College and University Evaluation. If an institution wishes to coordinate accreditation activities, the Commission should be contacted well in advance of the projected time of the site visit.

COMMISSION ACTIONS OF INTEREST

CANADIAN REQUIREMENTS

The Commission on Dental Accreditation has a long-standing reciprocal agreement with the Commission on Dental Accreditation of Canada (CDAC). This reciprocal agreement includes the disciplines that are in both Commissions' purview. The Canadian Commission is in the process of revising and reformatting their Accreditation Requirements for programs in the dental specialties, including endodontics and periodontics. The Canadian Commission requested the CDA to review and comment on the proposed Requirements.

The proposed documents were reviewed by the Endodontics and Periodontics Education Review Committees, respectively, and the Commission. The Commission directed that a letter be sent to the CDAC expressing the Commission's support for the CDAC's initiative to require endodontics and periodontics program directors to hold Fellowship in the Royal College of Dentists of Canada.

WEB-BASED OMS RESIDENT LOG

The Commission will explore the use of a web-based Oral and Maxillofacial Surgery Resident Log (OMSRSL) as part of the annual data collection tool for Commission-accredited oral and maxillofacial surgery (OMS) programs. The log has been developed and beta tested by the Oral and Maxillofacial Surgery National Insurance Company (OMSNIC) in conjunction with the American Association of Oral and Maxillofacial Surgeons (AAOMS).

The OMS Education Review Committee (RC) heard a presentation by Dr. John P. Kelly from AAOMS and Mr. John Petrillo from OMSNIC. The Review Committee was impressed with the work completed to date on the resident log system. The RC saw opportunities for collaboration with the ADA Survey Center to replace the paper-based annual survey with a user-friendly web-based instrument.

FREQUENCY OF NON-COMPLIANCE CITINGS

The Commission monitors the frequency with which each accreditation standard is cited in site visit reports as part of its ongoing efforts to monitor the reliability and validity of the standards. These summary reports are provided routinely to programs preparing for site visits and are available upon request.

NEW MODELS OF EDUCATIONAL FUNDING

A review of the Accreditation Standards for all disciplines is being conducted to determine if they adequately address issues related to programs/institutions partnering with business. The Commission appointed the Ad Hoc Committee on New Models of Educational Funding to spearhead the review process.

The Committee has identified some inconsistencies among the disciplines-specific standards. Accordingly, the Committee believed that the inclusion of additional must statements, common in all Accreditation Standards, would clarify and further the Commission's role in assuring that the integrity of accredited programs is not compromised by entities outside of the institution.

The Commission will consider the proposed changes and Review Committee recommendations at the January meetings.

Communications Update is intended to advise the communities of interest of actions taken during the August 2003 meeting of the Commission on Dental Accreditation (CDA).

Communications Update is provided via *ADA.org* to approximately 4,000 recipients, including all of the Commission's accredited programs and their chief administrative and executive officers, American Dental Association officers and trustees, related dental organizations, Commission site visitors and other accrediting agencies. Those without access to *ADA.org* may request a paper copy of the publication by calling (800) 621-8099 x4653.

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Administrators should share this information with faculty and staff.

STAFF BIOGRAPHICAL INFORMATION

Karen M. Hart has been with the Commission since 1985, serving as director of the Commission since 1997. Before joining the Commission, she was a Program Development Specialist with the Arizona Department of Education, working with programs in health occupations education. Karen received both her Bachelor of Science degree and Master's of Education degree from Northern Arizona University.

Catherine A. Horan is manager, Advanced Specialty Education. She joined the Commission in 1996. Catherine has over 17 years experience in accreditation, including seven years with the Accreditation Council for Graduate Medical Education. She received her PhD in Musicology from Northwestern University.

Rosemary Monehen brings to the Commission over 20 years of dental education experience. She joined the Commission in 1996, and currently is manager, Predoctoral Dental Education. Ms. Monehen has a BS in Health Occupations Education from Indiana University Purdue University Indianapolis and a MS in Education from Indiana University Purdue University Fort Wayne.

Cheryl R. Parker brings to her role as manager, Dental Laboratory Technology Education/Allied Dental Program Reviews, over seven years of education administration experience. Cheryl has worked with medical, physician assistant and pediatric residency education programs. She holds a BA in Liberal Arts and Sciences from the University of Illinois at Chicago.

Colleen R. Schmidt assumed responsibilities as manager, Dental Hygiene Education, in June 2003 after serving as manager, Advanced Specialty Education since January 2002. She holds a Master of Science Degree in Dental Hygiene Education from The University of North Carolina. Prior to joining the Commission, she was a practicing dental hygienist and an assistant professor at the University of Missouri-Kansas City, School of Dentistry, Division of Dental Hygiene.

Peggy Soeldner is manager, Postdoctoral General Dentistry Education. Peggy holds a Master's Degree in Adult Education from Northern Illinois University. Prior to joining the Commission, she was the assistant director of student programs at the University of Chicago Pritzker School of Medicine.

Sherin Tooks was appointed Manager of Dental Assisting Education in January 2002. Sherin is both a Certified Dental Assistant and a Registered Dental Hygienist. She earned a Master of Science Degree in Dental Hygiene Education at the University of Missouri-Kansas City. Prior to joining the staff, Sherin served as a dental assisting and dental hygiene educator in the Kansas City area. Most recently she served as the director of a dental assisting program in Kansas City, Missouri.

Kevin T. Zajdel is the newest member of the Commission's professional staff, assuming the position of Manager of Advanced Specialty Education on December 1, 2003. Kevin has a Doctorate in Education from National-Louis University and a Master's in Education from Indiana University Northwest. Dr. Zajdel brings over 25 years of education experiences to the position. He has taught at both the secondary and postsecondary level and has worked as a consultant for management training.

THIRD PARTY COMMENTS

The Commission currently publishes, in its lists of accredited programs, the year of the next site visit for each program (check the website). The United States Department of Education (USDE) procedures require accrediting agencies to provide an opportunity for third-party comment, with respect to institutions or programs scheduled for review. All comments must relate to accreditation standards for the discipline and/or accreditation policies.

Who can submit comments: Third-party comments relative to the Commission's accredited programs may include comments submitted by interested parties such as faculty, students, program administrators, Commission site visitors, specialty and dental-related organizations, patients, and/or consumers.

How comments can be solicited: In fairness to the accredited programs, all comments relative to programs being visited will be due in the Commission office no later than 60 days prior to each program's site visit to allow time for the program to respond. Any unresolved issues related to the program's compliance with the accreditation standards will be reviewed by the site visit team while on-site.

Those programs scheduled for review are responsible for soliciting third-party comments from students and patients by publishing an announcement at least 90 days prior to their site visit. The notice should indicate the deadline of 60 days for receipt of third-party comments in the Commission office and should stipulate that comments must pertain only to the standards for the particular program or policies and procedures used in the Commission's accreditation process. The announcement may include language to indicate that a copy of the appropriate accreditation standards and/or the Commission's policy on third-party comments may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611, or by calling (800) 621-8099 x4653.

In addition, the Commission publishes in its spring and fall newsletter, Communications Update, those

programs being site visited January through June or July through December (see appended site visit schedule). Developing programs submitting initial accreditation applications may be scheduled for site visits after the publication of Communications Update; thus, the specific dates of these site visits may not be available for publication. These programs will be listed as such in Communications Update with a special notation that the developing programs have submitted initial accreditation applications and may or may not be scheduled for site visits. Parties interested in these specific dates (should they be established) are welcomed/encouraged to contact the Commission office.

Types of comments considered: All comments submitted must pertain only to the standards relative to the particular program being reviewed or policies and procedures used in the accreditation process. Comments will be screened by Commission staff for relevancy. For comments not relevant to these issues, the individual will be notified that the comment is not related to accreditation and, where appropriate, referred to the appropriate agency. For those individuals who are interested in submitting comments, requests can be made to the Commission office for receiving standards and/or the Commission's *Evaluation Policies and Procedures (EPP)*.

Management of comments: All relevant comments will be referred to the program at least 50 days prior to the site visit for review and response. A written response from the program should be provided to the Commission office and the site visit team 15 days prior to the site visit. Adjustments may be necessary in the site visit schedule to allow discussion of comments with proper personnel.

Comments should be submitted to:

Third Party Comments
Commission on Dental Accreditation
211 East Chicago Avenue
Chicago, IL 60611
or fax to: (312) 440-2915

MEETING DATES

The Commission approved the dates for Review Committees and Commission meetings through 2005.

Review Committee meetings are held several weeks prior to the Commission meeting. The recommendations of the Review Committees are forward to the Commission for action.

Review Committee Meetings will be held as follows:

	January 2004	July 2004	January 2005	July 2005
Predoc RC	January 6	July 12	January 10	July 11
Postdoc RC	January 8-9	July 8-9	January 13-14	July 14-15
DA RC	January 7-8	July 7-8	January 11-12	July 7-8
DH RC	January 7-8	July 7-8	January 11-12	July 7-8
DLT RC	January 7	July 7	January 11	July 7
DPH RC	January 12	July 12	January 14	July 15
ENDO RC	January 6	July 9	January 10	July 11
OMP RC	January 9	July 13	January 13	July 14
OMR RC	January 6	July 9	January 10	July 11
OMS RC	January 7	July 7	January 11	July 12
ORTHO RC	January 8	July 8	January 12	July 13
PED RC	January 7	July 7	January 11	July 12
PERIO RC	January 9	July 12	January 13	July 14
PROS RC	January 8	July 8	January 12	July 13
OA Committee	January 29		January 27	
Orientation	January 29		January 27	

The Commission will meet as follows:

Commission	January 30	July 30	January 28	July 29
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(Definition of discipline abbreviations can be found on the listing of upcoming site visits.)

OPEN SESSION

The policy portion of the Commission meeting is open to interested observers from the communities of interest. Those attending are observers only and do not participate in the Commission's discussion. Confidential accreditation matters continue to be discussed in limited attendance sessions.

If you plan to attend the January 30, 2004 meeting of the Commission, please return the appended pre-registration form to the Commission by December 19, 2003, to the attention of Director's Office, Commission on Dental Accreditation.

This will assist the Commission in making arrangements for the meeting and will ensure that you receive a copy of the preliminary agenda and policy reports prior to the meeting. Review Committee summary reports will be distributed to observers at the meeting.

The Commission does not assume any travel, hotel or other costs for observers attending the meeting. Observers are not required to pay any registration or materials fee for observing the meeting.

FOR ADDITIONAL INFORMATION

The following staff may be contacted for additional information about the Commission and its activities, (800) 621-8099.

DIRECTOR'S OFFICE

Ms. Karen M. Hart, director, x2940
Ms. Brenda Mares, lead project assistant, x4653

ALLIED DENTAL EDUCATION OFFICES

Ms. Sherin Toops, manager, x2705,
•Dental assisting

Ms. Cheryl R. Parker, manager, x2675
•Dental laboratory technology
•Allied site visits/Allied site visitors

Ms. Colleen R. Schmidt, manager, x2695
•Dental hygiene

PREDOCTORAL DENTAL EDUCATION OFFICE

Ms. Rosemary Monehen, manager, x2721
•Predoctoral dental education
•Comprehensive dental school site visits
•Predoctoral site visitors

ADVANCED EDUCATION OFFICES

Dr. Catherine A. Horan, manager, x2714
•Endodontics
•Oral and maxillofacial surgery
•Orthodontics and dentofacial orthopedics
•Periodontics

Dr. Kevin T. Zajdel, manager, x2672,
•Dental public health
•Oral and maxillofacial pathology
•Oral and maxillofacial radiology
•Pediatric dentistry
•Prosthodontics
•Advanced site visits/Advanced site visitors

Ms. Peggy Soeldner, manager, x2788
•Advanced education in general dentistry
•General practice residency

REPORTING MAJOR CHANGES

The Commission on Dental Accreditation recognizes that education and accreditation are dynamic, not static, processes. Ongoing review and evaluation often lead to minor changes in an educational program. The Commission views these minor changes as part of a healthy educational process and encourages programs to make them as part of their normal operating procedures.

At times, however, more significant changes occur in a program. Major changes have a direct and significant impact on the program's potential ability to comply with the accreditation standards. These major changes tend to occur in the areas of finances, program administration, enrollment, curriculum and clinical/laboratory facilities, but may also occur in other areas.

The Commission must be informed of any major change that relates to an accreditation standard. The program must report such major changes to the Commission in writing within thirty (30) days. This report must document how the program will continue to meet accreditation standards.

When a change occurs and a program is not certain whether the change is major or minor, staff of the Commission should be consulted immediately. The Commission has guidelines for reporting major changes that may clarify what constitutes a major change and provide guidance in adequately explaining and documenting such changes.

UPCOMING SITE VISITS

EDUCATIONAL PROGRAM CODE:

AEGD = Advanced General Dentistry
 CBMXPROS = Combined/Maxillofacial Prosthetics
 DA = Dental Assisting
 DE = Dental Education
 DH = Dental Hygiene
 DLT = Dental Laboratory Technology
 ENDO = Endodontics
 GPR = General Practice Residency
 MXPROS = Maxillofacial Prosthetics
 OMS = Oral and Maxillofacial Surgery

OMSCF = Oral and Maxillofacial Surgery Clinical Fellowship
 OMP = Oral and Maxillofacial Pathology
 OMR = Oral and Maxillofacial Radiology
 ORTHO = Orthodontics and Dentofacial Orthopedics
 PED = Pediatric Dentistry
 PERIO = Periodontics
 PROS = Prosthodontics
 IA = Initial Accreditation Status
 PPA = Preliminary Provisional Approval Status

PREDOCTORAL AND ADVANCED EDUCATION PROGRAMS:

<u>STATE</u>	<u>CITY</u>	<u>INSTITUTION</u>	<u>DATE</u>	<u>PROGRAM(S)</u>
AL	Birmingham	University of Alabama	1/27/04	OMS
AZ	Tucson	Lutheran Medical Center	3/3/04	AEGD
CA	Camp Pendelton	1st Dental Battalion, Naval Dental Center	1/28/04	AEGD
CA	Camp Pendleton	Naval Hospital	1/29/04	GPR
CA	Los Angeles	University of California Los Angeles	2/10-12/04	** COMP
CA	Los Angeles	ML King Jr./ Drew Medical Center	5/4/04	GPR
CA	Los Angeles	University of Southern California	5/6/04	OMS
CA	San Diego	Naval Medical Center	4/7/04	GPR
CA	San Francisco	University of California San Francisco	2/5/04	GPR PPA
CA	San Francisco	University of the Pacific	4/29/04	AEGD
CA	Travis AFB	60th Medical Center	3/10/04	OMS
CO	Denver	Veterans Affairs Medical Center	9/21/04	GPR
CT	Danbury	Danbury Hospital	9/28/04	GPR
CT	New Haven	Yale New Haven Hospital	10/26/04	GPR
DC	Bolling AFB	11th Medical Group/SGD	3/30/04	AEGD
DE	Wilmington	Christiana Care Health System	9/8-9/04	OMS;GPR
FL	Bay Pines	Veterans Affairs Medical Center	5/7/04	AEGD PPA
FL	Ft. Lauderdale	NOVA Southeastern University	4/7/04	OMS IA
FL	Gainesville	University of Florida	11/30/04	OMS
GA	Atlanta	Emory University	11/30/04	OMS
GA	Augusta	Medical College of Georgia	11/30-12/2/04	** COMP
HI	Honolulu	Lutheran Medical Center	TBD	AEGD
HI	Honolulu	Queens Medical	12/2/04	GPR
IA	Iowa City	University of Iowa	10/19-21/04	** COMP
IL	Chicago	Children's Memorial Medical Center	5/18/04	PED IA
IL	Chicago	University of Chicago Hospital	9/29/04	MXPROS
IL	Evanston	Evanston - Glenbrook Hospital	6/3/04	GPR
IL	Maywood	Loyola University Medical Center	5/18/04	OMS
KY	Ft. Campbell	US Army Dental Activity	3/18/04	AEGD
KY	Lexington	University of Kentucky	11/3-5/04	** COMP
LA	Barksdale AFB	2nd Medical Group/SGDDT	11/9/04	AEGD
LA	New Orleans	VA Medical Center	3/16-17/04	GPR
MA	Boston	Massachusetts General Hospital	9/1/04	OMS
MD	Baltimore	University of Maryland	9/21-23/04	** COMP
MD	Bethesda	National Naval Medical Center	10/7/04	GPR
MS	Columbus	Oral and Facial Surgery Center	10/12/04	OMSCF
MS	Keesler AFB	USAF, 81st Dental Squadron	4/13/04	GPR PPA
NC	Charlotte	Carolinas Medical Center	4/2/04	GPR
NC	Fayetteville	VA Medical Center	4/8/04	AEGD

UPCOMING SITE VISITS

NE	Omaha	University of Nebraska	9/1/04	OMS
NV	Las Vegas	University of Nevada Las Vegas	3/30-4/1/04	DE
NV	Las Vegas	University of Nevada Sunrise Children's Hospital	5/4/2004	PED DENT
NY	Bronx	St. Barnabas	4/27-28/04	GPR;PED;ORTHO-IA
NY	Brooklyn	Woodhull Medical and Medical Health Center	5/28/04	OMS
NY	Buffalo	Erie County Medical Center	5/28/04	GPR
NY	New York	Lutheran Medical Center	4/29/04	AEGD
NY	New York	New York University	11/3/04	OMS
NY	New York	Mt. Sinai Medical Center	11/11/04	GPR
NY	Rochester	University of Rochester	5/12-13/04	AEGD;ORTHO PED PERIO;PROS
OH	Cleveland	St. Vincent/St. Luke's Medical Center	11/10/04	GPR
PA	Philadelphia	Temple University Hospital	4/13-14/04	OMS; PED
PA	Philadelphia	Temple University	4/20-22/04	** COMP
PA	Philadelphia	Thomas Jefferson University Hospital	10/20/04	OMS
PA	Pittsburgh	University of Pittsburgh	3/18/04	OMSCF PPA
RI	Providence	Lutheran Medical Center	4/21/04	PED
SC	Parris Island	Naval Dental Center	2/3/04	AEGD
TX	Dallas	Texas A & M University, Baylor	11/16-18/04	** COMP
TX	Fort Sam Houston	Brooke Army Medical Center	12/1/04	OMS
TX	Galveston	University of Texas	9/2/04	OMS
TX	Lackland AFB	Wilford Hall Medical Ctr/59th Dental Squadron	12/1/04	OMS
TX	San Antonio	Veterans Affairs Medical Center	10/19/04	AEGD
TX	Sheppard AFB	82nd Medical Group/Squadron	11/9/04	AEGD
TX	Temple	Veterans Affairs Medical Center	1/29/04	GPR
VA	Norfolk	Naval Dental Clinic	11/9/04	AEGD
VA	Richmond	Veterans Affairs - Richmond, VA	4/28/04	GPR

**COMP denotes comprehensive visit of all programs sponsored by a dental school as follows:

<u>State</u>	<u>City</u>	<u>Institution</u>	<u>Program(s)</u>
CA	Los Angeles	University of California Los Angeles	DE//ENDO/ORTHO/PED/PERIO/PROS/MXPROS GPR/AEGD/PEDORTHO
GA	Augusta	Medical College of Georgia	DE/ENDO/OMS/ORTHO/PED/PERIO/PROS/GPR
IA	Iowa City	University of Iowa	DE/DPH/ENDO/OMP/ORTHO/PED/PERIO PROS/GPR/AEGD
KY	Lexington	University of Kentucky	DE/OMS/ORTHO/PED/PERIO/GPR
MD	Baltimore	University of Maryland	DE/DH/ENDO/OMP/ORTHO/PD/PERIO/PROS GPR/AEGD
PA	Philadelphia	Temple University	DE/ENDO/ORTHO/PERIO/AEGD
TX	Dallas	Texas A & M Baylor	DE/DH/ENDO/OMS/OMP

ALLIED DENTAL EDUCATION PROGRAMS:

<u>STATE</u>	<u>CITY</u>	<u>INSTITUTION</u>	<u>DATE</u>	<u>PROGRAM(S)</u>
AL	Montgomery	H. Council Trenholm State Tech Col	11/17-19/04	DA, DLT
AZ	Tucson	Pima County Community College	4/14-16/04	DA, DH, DLT
CA	Alameda	College of Alameda	11/30-12/1/04	DA
CA	Kentfield	College of Marin	3/10-11/04	DA
CA	San Mateo	College of San Mateo	3/2-3/04	DA
CA	Eureka	College of the Redwoods	9/2-3/04	DA
CA	Los Altos Hills	Foothill College	5/26-28/04	DA, DH
CA	Sacramento	Sacramento City College	12/1-3/04	DA, DH
CO	Aurora	TH Pickens Technical Center	10/7-8/04	DA
CT	Willimantic	Windham Regional Voc Tech School	11/2-3/04	DA

(continued)

UPCOMING SITE VISITS

<u>STATE</u>	<u>CITY</u>	<u>INSTITUTION</u>	<u>DATE</u>	<u>PROGRAM(S)</u>
FL	Cocoa	Brevard Community College	10/12-14/04	DA, DH
FL	Daytona Beach	Daytona Beach Community College	3/24-26/04	DA, DH
FL	Panama City	Gulf Coast Community College	10/20-22/04	DA, DH
FL	Ft. Pierce	Indian River Community College	3/10-12/04	DA, DH, DLT
FL	Miami	Miami-Dade Community College	12/2-3/04	DH
FL	Avon Park	South Florida Community College	3/30-31/04	DA
FL	Tallahassee	Tallahassee Community College	5/20-21/04	DA
GA	Augusta	Augusta Technical College	8/26-27/04	DA
GA	Albany	Darton College	9/9-10/04	DH
GA	Rome	Floyd College	10/14-15/04	DH
GA	Augusta	Medical College of Georgia	12/7-8/04	DH
GA	Douglasville	West Central Technical College	7/15-16/04	DH
IL	Glen Ellyn	College of DuPage	3/4-5/04	DH
IL	Champaign	Parkland College	5/4-5/04	DH
IN	Fort Wayne	Indiana University Purdue University	10/27-29/04	DA, DH, DLT
IN	Evansville	University of Southern Indiana	2/25-27/04	DA, DH
KS	Salina	Salina Area Technical School	4/20-21/04	DA
MN	Minneapolis	Herzing College, Lakeland Academy	8/11-13/04	DA, DH
MN	Moorhead	Minnesota State Comm Tech College	9/15-16/04	DH
MO	Jefferson City	Nichols Career Center	2/3-4/04	DA
MS	Jackson	Hinds Community College	9/14-15/04	DA
MS	Meridian	Meridian Community College	2/24-25/04	DH
MS	Booneville	Northeast Mississippi Comm Coll	9/28-29/04	DH
MT	Great Falls	Montana State University	3/25-26/04	DH
NC	Jacksonville	Coastal Carolina Community College	5/4-6/04	DA, DH
NC	Raleigh	Wake Technical Community College	3/30-31/04	DH
NC	Morganton	Western Piedmont Community Coll	12/7-8/04	DA
NH	Concord	New Hampshire Technical Institute	4/28-30/04	DA, DH
NJ	Bridgeton	Cumberland County Tech Educ Cntr	5/12-13/04	DA
NV	Las Vegas	Community College of Son Nevada	11/16-17/04	DH
NY	Williamsville	Erie Community College, North	5/13-14/04	DH
NY	Bronx	Eugenio Maria De Hostos Comm	4/29-30/04	DH
NY	Troy	Hudson Valley Community College	10/5-6/04	DH
NY	Syracuse	Onondaga Community College	11/4-5/04	DH
OH	Steubenville	Jefferson Community College	3/25-26/04	DA
OR	Portland	Concorde Career Institute	7/8-9/04	DA
OR	Albany	Linn-Benton Community College	11/18-/19/04	DA
PA	Nanticoke	Luzerne County Community College	9/22-24/04	DA, DH
PA	Williamsport	Pennsylvania College of Technology	9/16-17/04	DH
RI	Lincoln	Community College of Rhode Island	11/8-10/04	DA, DH
SC	Pendleton	Tri-County Technical College	2/18-19/04	DA
SC	Charleston	Trident Technical College	2/10-12/04	DA, DH
TN	Johnson City	East Tennessee State University	10/28-29/04	DH
TN	Blountville	Northeast State Tech Comm College	9/8-10/04	DA, DLT
TN	Knoxville	Tennessee Tech Center/Knoxville	8/24-25/04	DA
TX	Temple	Temple College	10/21-22/04	DH
TX	Wharton	Wharton County Junior College	1/29-30/04	DH
UT	West Jordan	Salt Lake Community College	2/19-20/04	DH
VA	Norfolk	Tidewater Tech	6/24-25/04	DA
VT	Burlington	University of Vermont	11/9-10/04	DH
WA	Spokane	Eastern Washington University	2/3-4/04	DH
WA	Kirkland	Lake Washington Technical College	3/16-17/04	DH
WA	Spokane	Spokane Community College	4/6-7/04	DA
WI	Pewaukee	Waukesha County Technical College	9/21-23/04	DH

ATTENDANCE CONFIRMATION

COMMISSION ON DENTAL ACCREDITATION
OPEN SESSION: FRIDAY, JANUARY 30, 2004 AT 8:30 AM.

NAME: _____
AFFILIATION: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: (____) _____ FAX: (____) _____
E-MAIL: _____

REQUEST FOR HOTEL RESERVATION

Ritz Carlton Hotel
160 E. Pearson Street
Chicago, IL 60611
(312) 266-1000

Reservations MUST be made through the ADA to receive special rate – see below

Accommodation Required: _____ YES _____ NO (STANDARD RATE: APPROXIMATELY \$183.00 + TAX)

Type of Accommodation: _____ Single _____ Double _____ Twin
_____ Smoking _____ Non-Smoking

Room will be shared with: _____

Arrival Date: _____ Departure Date: _____

ALL ROOMS MUST BE GUARANTEED WITH A MAJOR CREDIT CARD

American Express _____ Visa _____ MasterCard _____ Discover _____ Diner's Club _____

Account Number _____ / _____ / _____ / _____ Exp. _____ / _____

Signature _____ Date _____ / _____ / _____

**HOTEL CONFIRMATIONS WILL BE MAILED DIRECTLY TO YOU AT THE ADDRESS PROVIDED ABOVE.
PLEASE RETURN THE FORM BY December 19, 2003 TO:**

Ms. Brenda Mares
Commission on Dental Accreditation
211 E. Chicago Ave, Suite 1814
Chicago, IL 60611
maresb@ada.org
Fax: (312) 440-2915 Phone: (312) 440-4653