

Enrollment Checklist

ADA's Dental Experience and Research Exchange (DERE) is a protected, easy-to-use platform that connects participating dentists across the country to help deliver data that can help make a difference to your practice and patients. Before enrolling, you'll need to gather some information. Here's what you'll need to get started.

Enrollment Eligibility Requirements:

- Practice uses one of the following Practice Management Systems: Open Dental Version 19.3 or higher.
- The individual enrolling the practice has authorization to sign the Agreement on behalf of this practice and its providers.

To solidify participation, outline responsibility of Protected Health Information as set forth by HIPAA and appropriately facilitate the transfer of data, the ADA and Practice will enter into a Participation Agreement, Business Associate Agreement and a Data Use Agreement (PA/BAA/DUA).

A sample [Agreement](#) of what will be included for signature during enrollment is provided for your review. This Agreement may be terminated at the will of practice and may be updated or terminated at discretion of ADA with notice to Practice.

- The individual enrolling the practice is using one of the following browsers: Edge, Chrome, Firefox or Safari.

Enrollment Tools and Information

If you're able to check each box above, the following items and information will help you through enrollment:

- A Mobile Phone:
 - A mobile phone number will be used to verify your identity via text message
- A unique Username and Passphrase:
 - Username must be an email and will be used to verify your account; and
 - Passphrase must be at least 20 letters and can contain spaces within
- A list of Practice(s) Taxpayer Identification Numbers (TIN):
 - A Tax Identification Number is a billing ID used by a dental practice for all locations under one practice.
- A list of Practice Location Names and Addresses:
 - Practice locations are geographically distinct physical sites billed under each TIN
 - Practice location addresses should be entered into DERE exactly as they appear in your PMS software
- A list of Provider(s):
 - National Provider Identifier (NPI); and
 - Year of Graduation from dental school (DDS or DMD) or dental program

[Take me to enrollment.](#)