



10 Steps to Pilot a Community Dental Health Coordinator Sabbatical in your State

Step 1

Familiarize yourself with the CDHC program by reviewing [materials available on ADA.org](https://www.ada.org) and determine what the current dental practice act allows in your state.

Step 2

Determine if your State Dental Practice Act is flexible enough to permit a CDHC to provide the services envisioned in your State. Most sabbaticals are **not** clinical in nature.

Step 3

Inform your state dental society of your interest in the CDHC sabbatical and engage them in your efforts.

Step 4

Remember: the purpose for the sabbatical is to demonstrate the knowledge and skills gained as a result of CDHC training program and ultimately to pave the way for CDHCs as viable workforce members in your state. Therefore, concomitantly with the next steps of the sabbatical, the feasibility of this ultimate goal should be explored by taking the following additional steps:

- Identify educational institutions that may have an interest in hosting a CDHC program; approach existing dental hygiene and/or dental assisting programs.
- Refer to the document titled [10 Steps to Full Authorization of a CDHC in your State](https://www.ada.org), available on ADA.org.

Step 5

Identify a potential clinic (preferably one with a strong community outreach network already established) where the CDHC will be working during the short term sabbatical.

Step 6

Determine the length of the short term sabbatical; consider a minimum of 4 weeks to a maximum of 16 weeks, depending on CDHC availability and existing resources.



Step 7

Contact ADA staff member **Dr. Luciana Sweis** and connect with appropriate ADA agencies to begin preliminary discussions regarding the CDHC sabbatical (ex: CDHC selection/availability, housing, CDHC clinic of origin, CDHC sabbatical clinic, transportation, type of outreach envisioned, specific goals, etc ...).

Step 8

SPA funding may be available through the ADA on a case-by-case basis; an application needs to be completed for full consideration.

Step 9

Execute a contract with the local clinic and complete sabbatical logistics.

Step 10

Run pilot and report back to the ADA on the success of the sabbatical as well as next steps in continuing the CDHC workforce model in your state as a result of the sabbatical.

Questions? Contact us!

American Dental Association

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For more information about the American Dental Association's *Action for Dental Health: Dentists Making a Difference* campaign, visit [ADA.org/action](https://ada.org/action).