



**Commission on Dental Accreditation
Unofficial Report of Major Actions
July 31-August 1, 2014**

- 1. The Commission reviewed accreditation reports and took 304 accreditation actions on dental, advanced dental and allied dental education programs.

A total of 7 new programs were granted accreditation:

Educational Program	Number
Oral Medicine	1
Dental Public Health	2
Oral and Maxillofacial Radiology	1
Advanced Education in General Dentistry	1
Dental Hygiene	1
Periodontics	1

One (1) general practice residency education program, two (2) dental assisting education programs, one (1) dental hygiene education program, and one (1) pediatric dentistry education program received a formal warning that accreditation will be withdrawn in February 2015 unless the requested information, demonstrating compliance with the accreditation standards, is submitted prior to that time.

The Commission discontinued the accreditation of one (1) general practice residency education program, one (1) dental assisting education program, one (1) dental hygiene education program, and one (1) oral and maxillofacial surgery clinical fellowship-oncology education program, at the request of their respective sponsoring institutions.

- 2. The Commission adopted revisions to the following accreditation standards:
 - Accreditation Standard 2-5, intent statement, for Dental Assisting Education Programs, with immediate implementation; and
 - Accreditation Standards 2-9 through 2-12, renumbering as subsections of Standard 2-8, for Dental Hygiene Education Programs, with immediate implementation.
- 3. The Commission directed the following proposed revisions to Accreditation Standards be circulated to the communities of interest for comment, including open hearings as appropriate at the ADA Annual Session, the ADEA Annual Session, and appropriate meetings of the sponsoring organizations:
 - Accreditation Standards for Dental Education Programs, for circulation to the communities of interest until June 1, 2015 for consideration at the Summer 2015 meeting of the Commission; and
 - Accreditation Standard 1-1 for Advanced Education Programs in General Dentistry, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission; and

- Accreditation Standard 1-1 for Advanced Education Programs in General Practice Residency, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission; and
 - Accreditation Standard 1-1 for Advanced General Dentistry Education Programs in Dental Anesthesiology, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission; and
 - Accreditation Standard 1-1 for Advanced General Dentistry Education Programs in Oral Medicine, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission; and
 - Accreditation Standard 1-1 for Advanced General Dentistry Education Programs in Orofacial Pain, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission; and
 - Accreditation Standard 1, common to all Advanced Specialty Education Programs, related to institutional accreditation, for circulation to the communities of interest until December 1, 2014 for consideration at the Winter 2015 meeting of the Commission.
4. The Commission directed the conduct of a training calibration workshop for predoctoral dental education site visitors in 2015, and dental assisting site visitors and Review Committee members in 2016. The Commission also directed development and delivery of webinar training and informational workshops in 2015, which could be presented to site visitors, program directors and the Commission's communities of interest.
 5. The Commission approved extending the Commission's meeting from 1.5 days to 2 days beginning Winter 2015.
 6. The Commission approved the Commission's participation in the establishment and ongoing activities of the Health Professions Accreditors Collaborative (HPAC).
 7. The Commission directed to the Standing Commission on Quality Assurance and Strategic Planning for further consideration with a report including financial implications to the Commission in Winter 2015 a request from the Dental Council of New Zealand to establish a reciprocal agreement with the Commission.
 8. The Commission directed submission of a resolution to the ADA Board of Trustees at its September 2014 meeting, requesting modification to the administrative process of the CODA Research and Development Fund to: 1) eliminate the requirement that if the fund balance exceeds \$100,000, any excess will be contributed to the ADA Foundation and 2) eliminate the requirement the ADA Board of Trustees provide final approval for all proposed expenditures from the Fund.
 9. The Commission reviewed the report of the Standing Committee on Nominations and approved nominees to fill vacancies for discipline specific positions and non-discipline specific positions on its Review Committees beginning October 2014 and two public Commissioner positions beginning October 2015.

10. The Commission reviewed the report of the Quality Assurance and Strategic Planning committee and took several actions, including:
 - Directing the addition of questions to the post-site visit questionnaire to better assess the need for training of Commission volunteers and Commission-accredited programs following implementation of new or revised standards; and
 - Directing the circulation of the Commission’s White Paper: Transition to an Operational Structure for Independent Authority to the American Dental Association Board of Trustees and publishing on the Commission’s website.

11. The Commission took action on several issues in the report of the Standing Committee on Communication and Technology, including:
 - Directing Commission staff to pursue with the ADA Information Technology Department a top-level domain name exclusive to the Commission for its new website, with a report on financial impact at the next Commission meeting; and
 - Directing Commission staff to build “Training Resources” website content and explore webinar topics suited to programs undergoing accreditation, the broader COI and students; and
 - Directing Commission staff to work with the ADA Information Technology Department to determine the feasibility of using Aptify as a business tool for electronic accreditation activities and to develop an Aptify business plan by early Fall 2014, with a report for the Standing Committee’s next meeting.

12. The Commission reviewed the report of the Standing Committee on Documentation and Policy Review and took several actions, including:
 - Directing distribution of a short survey to Commission-accredited advanced education programs in fall 2014 for the purpose of collecting information on the impact of preceptor/fellowship programs on accredited programs, with a report to the Commission in Winter 2015; and
 - Directing revision of terms used in the Evaluation and Operational Policies and Procedures manual to identify “site visitor” when referring to individuals participating in a CODA site visit as a Commission volunteer, and “independent consultant” when addressing independent consulting services not affiliated with the Commission.

13. The Commission adopted the following new policies:
 - Invoicing Process for Special Focused Site Visits, which requires programs to remit payment for the Commission’s Administrative Fee and 75% of all estimated site visit costs in advance of conducting a special focused site visit, for all focused visits directed Summer 2014 and beyond; and
 - Policy on Changes to the Composition of Review Committees and the Board of Commissioners, which provides circumstances under which requests for establishing new Review Committees or adding Commissioner positions will be considered and the associated procedure for requests; and

- Composition and Criteria, under the section Commission and Commission Meetings; describing the composition of the Board of Commissioners and criteria for appointees.
14. The Commission reaffirmed a number of policies, adopted editorial changes for several policies, and adopted a number of revised policies as noted below:
- Policy on Conflict of Interest, providing further clarification on types of conflicts which may exist; and
 - Policy on Site Visitors, providing further clarification on annual appointment documentation collected by the Commission; and
 - Policy on Site Visitor Training, providing further clarification on review of training materials for ongoing training; and
 - Policy on Role of Observers on a Site Visit; updating the language to encourage observation of a site visit to become familiar with the accreditation process, for Commissioners, Review Committee members, and public members of the Commission or Review Committees who have not previously participated as a site visitor; and
 - Policy on Duration of Site Visits; updating the language to include information on the length of site visits for all disciplines under the Commission's purview; and
 - Policy on Nomination Criteria, clarifying that all nominees to the Commission's review committee and Board of Commissioners must have a willingness to commit 10 to 20 days per year to various activities.
15. The Commission elected Dr. Perry Tuneberg as chair of the Commission and Dr. Karen West as vice-chair of the Commission for 2014-2015.
16. The Commission acknowledged the following Commissioners whose terms will expire in October 2014: Ms. Kristi Burr, Mr. Robert Giasolli, Dr. Henry Greenwell, Dr. William Leffler (completing a partial term), Dr. Brad Neville, Dr. Steven Schonfeld, and Dr. John Williams. Dr. William Leffler will return for a full four-year term.

Commission Members: Dr. Byron "Pete" Benson, Ms. Kristi Schmitt Burr, Dr. Stephen Campbell, Dr. Thomas Cangialosi, Dr. William Dodge, Dr. Kevin Donly, Dr. Lorraine Gagliardi, Mr. Robert Giasolli, Dr. Milton Glicksman, Dr. Henry Greenwell, Dr. Richard Kahn, Dr. Denise Kassebaum, Mr. James Kolstad, Mr. Dennis Lanier, Dr. William Leffler, Dr. Harold "Mark" Livingston, Dr. Ana Karina Mascarenhas, Dr. Brad Neville, Dr. Charlotte Royeen, Dr. William Schindler, Ms. Kathi Shepherd, Dr. Robert Sherman, Dr. James Sherrard, Dr. Steven Schonfeld (vice-chair), Dr. Stanley Surabian, Dr. B.D. Tiner, Dr. Ivan Torres-Nazario, Dr. Perry Tuneberg, Dr. Karen West, and Dr. John Williams (chair)

Dr. Glicksman participated by telephone.

Trustee Liaison: Dr. Joseph Hagenbruch, Eighth District Trustee