



**Commission on Dental Accreditation
Unofficial Report of Major Actions
February 5-6, 2015**

- 1. The Commission reviewed accreditation reports and took 349 accreditation actions on dental, advanced dental and allied dental education programs.

A total of 10 new programs were granted accreditation:

Educational Program	Number
Orthodontics and Dentofacial Orthopedics	1
Periodontics	1
Clinical Fellowship Training Program in Craniofacial and Special Care Orthodontics	1
General Practice Residency	3
Advanced Education in General Dentistry	1
Advanced General Dentistry Education Program in Orofacial Pain	1
Dental Hygiene	1
Dental Assisting	1

One (1) orthodontics and dentofacial orthopedics education program, and two (2) dental assisting education programs received a formal warning that accreditation will be withdrawn in August 2015 unless the requested information, demonstrating compliance with the accreditation standards, is submitted prior to that time.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) dental assisting education program and one (1) dental hygiene education program, at the request of their respective sponsoring institutions.

- 2. The Commission adopted revisions to the following accreditation standards:
 - Accreditation Standards for Dental Education Programs, Standard 5-8, with immediate implementation;
 - Accreditation Standards for all Postdoctoral General Dentistry Education Programs (Advanced Education in General Dentistry, General Practice Dentistry, and Advanced General Dentistry Education Programs in Oral Medicine, Dental Anesthesiology and Orofacial Pain), Standard 1-1, with immediate implementation;
 - Accreditation Standards for Dental Hygiene Education Programs, Standard 2-1 and Definition of Terms, with implementation January 1, 2016, and Standard 3-6 and 3-7b with immediate implementation;
 - Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery, including revision to Standard 1, Affiliations, which is common to all specialties, and OMS Standard 4-8, Minimum Clinical Requirements Outpatient Oral

- and Maxillofacial Surgery Experience and delete Standard 4-8.2, with an implementation date of July 1, 2015;
- Accreditation Standards for Clinical Fellowship Training Programs in Oral and Maxillofacial Surgery, including the new standards regarding microvascular reconstructive surgery and endoscopic maxillofacial surgery and revision to Standard 6-4.3.2 related to the Pediatric Advanced Life Support (PALS) requirement, with an implementation date of July 1, 2015;
 - All Accreditation Standards under the Commission's purview, modification to delete "transfer" and replace it with "advanced standing" and add an intent statement, within the standard related to advanced standing, with immediate implementation; and
 - Accreditation Standards for all advanced specialty education programs, Standard 1, with immediate implementation.
3. The Commission directed the following proposed revisions to Accreditation Standards be circulated to the communities of interest for comment, including as applicable hearings at the ADEA Annual Meeting, the ADA Annual Session, and appropriate meetings of the sponsoring organizations:
- Accreditation Standards for Dental Hygiene Education Programs, proposed Standard 2-18, for circulation to the communities of interest until June 1, 2015 for consideration at the August 2015 meeting of the Commission. The Commission will also conduct a hearing at the ADHA Annual Session in mid-June 2015.
 - Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics, for circulation to the communities of interest until June 1, 2015 for consideration at the August 2015 meeting of the Commission.
4. The Commission adopted the Accreditation Standards for Dental Therapy Education Programs. The Commission will notify the communities of interest that there will be no implementation date until further documentation has been provided which shows that criteria #2 and #5 of the *Principles and Criteria Eligibility of Allied Dental Programs for Accreditation by the Commission on Dental Accreditation* are fully satisfied. The Commission will accept written documentation until June 1, 2015, which shows that criteria #2 and #5 are fully satisfied, for consideration at the August 2015 meeting of the Commission.
5. The Commission reviewed the report of the Standing Committee on Finance and took several actions, including:
- Directing that shared services (indirect expenses) be calculated based on actual expenses, on an annual basis, prospectively within the Commission's budget beginning in 2015.
 - Directing a mandatory survey of all accredited programs to collect data on the use of off-campus sites, including but not limited to the number of programs with off-campus sites and the number of sites used by each program, the number of students rotating to off-campus sites, the location of the off-campus sites, and the purpose of the sites (observational versus mandatory and clinical versus didactic).

- Adopting a \$10,000 consultation fee for international consultation services, paid in U.S. dollars, effective immediately.
 - Approving 2016 Annual and Application Fees as follows:
 - Adopting a 4% increase in annual fees for all disciplines in 2016; \$6,740 for predoctoral dental education programs, \$1,685 for dental assisting, dental hygiene, and advanced dental education programs, and \$1,186 for dental laboratory technology programs.
 - Affirming that during the year a program is due for a regular accreditation site visit, the annual fee will be doubled.
 - Increasing the application fees for predoctoral dental education programs to \$60,000 and maintain the application fee of \$15,000 for all other dental programs in 2016.
 - Approving 2016 International Fees as follows:
 - Adopting a 2016 international predoctoral dental education application fee of \$65,000
 - Adopting a 2016 international predoctoral dental education annual accreditation fee of \$15,000
 - Affirming that in 2016 international predoctoral dental education programs pay all site visit expenses (actual expenses) for all site visits during the application and regular site visit schedule.
 - Affirming that in 2016 international predoctoral dental education programs pay an administrative fee of 25% of the total site visit cost for coordination of each site visit.
 - Affirming that all international fees must be paid in U.S. Dollars.
 - Approving 2016 Other Accreditation Fees as follows:
 - Maintaining the Special Focused Site Visit Administrative Fee of \$4000.
 - Maintaining the CODA Penalty for Non-Compliance with CODA Policy on HIPAA Fee of \$1000.
 - Increasing the Electronic Conversion of Paper Documents Fee to \$500
 - Maintaining the Email/Contact Distribution List Fee of a \$200 minimum.
 - Maintaining the Research and Development Fund administrative fee to \$35.
6. The Commission reviewed the report of the Quality Assurance and Strategic Planning committee and took several actions, including:
- Directing development of a recruitment and retention plan to follow up with programs that approach CODA related to accreditation or drop accreditation, informational brochure on the importance of CODA accreditation, and discussion with the AADB related to CODA presentations about the importance of CODA accreditation for dental assisting and dental laboratory technology education programs.
7. The Commission adopted the following revised policies:
- Policy on Non-Enrollment of First Year Students, providing an exemption to the policy for oral and maxillofacial pathology programs with the accreditation status of “initial accreditation”.
 - Program Fee Policy, providing further clarification on types of fees that may be assessed to programs and expectation for payment of all fees.



- Policy on Attendance at Open Portion of Review Committee Meetings and Policy on Attendance at Open Portion of Commission Meetings, providing further clarification on representatives who may attend these meetings.
 - Policy on Hearings on Accreditation Standards and Procedures for Hearings on Standards, providing clarification of the purpose and protocol for Commission hearings on standards.
 - Conflict of Interest Policy, portion on Commissioners, Review Committee Members and Members of the Appeal Board, providing clarification that Review Committee members may not independently consult with programs accredited with CODA or applying for accreditation with CODA, and may not serve as a site visitor for mock accreditation purposes.
 - Policy on Reporting Program Changes in Accredited Program, clarifying that a geographic move from one site to another, including but not limited to geographic moves within the same institution, must be reported to and approved by CODA prior to implementation. Further, expansion or relocation in the same building must be reported at least 30 days prior to anticipated implementation of the change but is not reviewed by CODA.
 - Policy on Progress Reports; providing clarification that if during the period in which the program is submitting progress reports the accreditation standards are revised, the program will be responsible for demonstrating compliance with the new standards.
 - Evaluation and Operational Policies and Procedures Manual, to remove references to the American Dental Association and the ADA website.
 - Review Committee and Review Committee Meetings, to clarify that public members on review committees may serve up to two terms without a one-year waiting period between terms.
8. The Commission directed a one-half day strategic planning/mega issue discussion on the topic of off-campus sites during its August 2015 meeting.

Commission Members: Dr. Byron “Pete” Benson, Dr. Patricia Blanton, Dr. Stephen Campbell, Dr. Thomas Cangialosi, Dr. William Dodge, Dr. Kevin Donly, Dr. Lorraine Gagliardi, Dr. Milton Glicksman, Dr. Richard Kahn, Dr. Denise Kassebaum, Mr. James Kolstad, Mr. Dennis Lanier, Dr. William Leffler, Dr. Mark Lerman, Dr. Harold Livingston, Dr. William Lobb, Dr. Ana Karina Mascarenhas, Dr. Michael Mills, Dr. Charlotte Royeen, Dr. William Schindler, Ms. Kathi Shepherd, Dr. Robert Sherman, Dr. James Sherrard, Dr. David Stanton, Ms. Cindy Stergar, Dr. Stanley Surabian, Dr. Ivan Torres-Nazario, Dr. Perry Tuneberg (chair), Dr. Karen West (vice-chair) and Dr. Matthew Wheeler.

Dr. Charlotte Royeen attended a portion of the meeting on February 5, 2015; Dr. Robert Sherman attended a portion of the meeting by webinar on February 5 and 6, 2015.

Trustee Liaison: Dr. Jeffrey Dow, First District Trustee, attended the meeting by webinar.