



NATIONAL COMMISSION ON RECOGNITION OF DENTAL SPECIALTIES AND CERTIFYING BOARDS

2032 PERIODIC REVIEW OF DENTAL SPECIALTY EDUCATION AND PRACTICE TEMPLATE AND TIMELINE

1. The National Commission will notify the recognized specialty sponsoring organizations twelve (12) months in advance of the periodic review process to inform the organizations of the timeline. **Email is to be sent to executive directors of the recognized specialty sponsoring organizations in September 2031.**
2. The National Commission will forward the electronic Periodic Review report link to each of the specialty sponsoring organizations. **Electronic template is to be sent on January 1, 2032 via Qualtrics to the executive directors of the recognized specialty sponsoring organizations.**
3. Specialty sponsoring organizations will have nine (9) months from the official notice to submit a draft of their report to the National Commission. **The 9 month due date will be October 1, 2031.**
4. The Review Committee on Specialty Recognition will review the draft reports for completeness. Reports needing clarifications, additional information, and/or revision will be returned to the specialty sponsoring organization for revision. Draft reports were considered by the Review Committee on Specialty Recognition in **late October/early November 2032.**
5. Draft reports are to be finalized one (1) month prior to the annual meeting of the National Commission Board of Commissioners. **Reports that needed supplemental documentation will be due December 15, 2032.**
6. The findings of the Periodic Reviews will be published in the National Commission's final Periodic Review Report and disseminated to the communities of interest. **National Commission Board of Commissioners will meet in late April/early May 2033.**

POLICY ON PERIODIC REVIEW OF DENTAL SPECIALTY EDUCATION AND PRACTICE

The National Commission will conduct periodic reviews of dental specialty education and practice at ten-year intervals*. The Periodic Review allows the National Commission to gather strategic information that will be of value to the National Commission, the profession and the public. This review focuses on the current environment; changes occurring within the specialty education and practice environments (e.g., disease trends, technology, program enrollments, and demographics); potential trends for the future; changes in the delivery of oral health care; and how these may impact the public and the profession. When the Periodic Review and related information is submitted to the National Commission, the National Commission has the right, in its sole discretion, to share the documentation and information with others, or to otherwise make use of the information, for legitimate purposes in furtherance of the National Commission's mission. If a new specialty sponsoring organization is recognized, the organization will be placed into the ten (10) year Periodic Review cycle based on the year the National Commission granted specialty recognition.

The report will be divided into four (4) sections:

Section I: General Information and Demographic Data of the Specialty

- History of the Dental Specialty
- Documentation showing compliance with the current *Requirements for Recognition*
- Strategic Planning
- Description of Specialty Membership

Section II: Major Research Initiatives and Technology Advances

Each specialty sponsoring organization is requested to examine the impact of major dental research, changes in the delivery of oral health care and new technology on its specialty practice over the last decade. Specifically, each organization is required to list major research initiatives, changes in the delivery of oral health care and major technology advances over the last ten years and provide comments on how it believes these changes and advances have affected the practice of the specialty.

Section III: Trends in Specialty Education

Each specialty sponsoring organization will review summary data collected over the last ten years regarding the number of Commission on Dental Accreditation accredited, advanced education programs, program enrollments and faculty and provide comments on past and future trends.

Section IV: Changes in Scope of Practice

Each specialty organization is requested to highlight recent epidemiological data or studies that establish the incidence and/or prevalence of major conditions routinely diagnosed and/or treated by practitioners in the specialty and describe how these changes have affected the practice of the specialty.

Procedure for Periodic Review:

1. The National Commission will notify the recognized specialty sponsoring organizations twelve (12) months in advance of the periodic review process to inform the organizations of the timeline.
2. The National Commission will forward the electronic Periodic Review report link to each of the specialty sponsoring organizations.
3. Specialty sponsoring organizations will have nine (9) months from the official notice to submit a draft of their report to the National Commission.
4. The Review Committee on Specialty Recognition will review the draft reports for completeness. Reports needing clarifications, additional information, and/or revision will be returned to the specialty sponsoring organization for revision.
5. Draft reports are to be finalized one (1) month prior to the annual meeting of the National Commission Board of Commissioners.
6. The National Commission may make the following determinations for each specialty sponsoring organization:
 - a. The *Requirements for Recognition of Dental Specialties* continue to be met and the specialty sponsoring organization is granted the continued status of Recognition.
 - b. The *Requirements for Recognition of Dental Specialties* may not be met-additional information is needed and the specialty sponsoring organization is granted the recognition status of Recognition, *with reporting requirements*.

- c. The *Requirements for Recognition of Dental Specialties* are not met, and the specialty sponsoring organizations recognition should be withdrawn, and the specialty sponsoring organization is granted the recognition status of Recognition, *with reporting requirements, intent to withdraw*. The specialty sponsoring organization will be given six (6) months to come into compliance prior to recognition being withdrawn.
 - d. The *Requirements for Recognition of Dental Specialties* is not met recognition and the specialty sponsoring organizations recognition is Withdrawn.
7. Specialty sponsoring organizations have the right to appeal any adverse decision regarding the Periodic Review of that particular organization.
 8. The findings of the Periodic Reviews will be published in the National Commission's final Periodic Review Report and disseminated to the communities of interest.

*Starting in 2029 the Periodic Reviews will be conducted over a four (4) year period to create a staggered cycle of completion. In 2029, three (3) recognized specialty sponsoring organizations will complete the Periodic Review, in 2030 three (3) recognized specialty sponsoring organizations will complete the Periodic Review, in 2031 three (3) recognized specialty sponsoring organizations will complete the Periodic Review and in 2032 three (3) recognized specialty sponsoring organizations will complete the Periodic Review. Upon completion of the first full round of the staggered Periodic Review cycle, all of the recognized specialty sponsoring organizations will be back to a ten (10) year interval that corresponded with the revised staggered cycle.

Revised 3/20, 9/20, 4/21, 3/22, 6/25, 4/26 Adopted 5/18

POLICY ON INTEGRITY

The National Commission expects that integrity and decorum be exhibited by all organizations and individuals throughout the recognition process and maintenance of recognition. It is expected that any individual or organization bringing business in front of the National Commission, demonstrate transparency, honesty and integrity at all times. Further, all individuals and organizations that conduct business with the National Commission must refrain from making disparaging, false and/or unprofessional comments about the National Commission, the American Dental Association (ADA), other organizations and/or individuals. By seeking recognition and/or maintaining recognition, all organizations agree to comply with National Commission's guidelines, policies and procedures, requests, decisions and the maintaining of continual compliance with the *Requirements for Recognition of Dental Specialties and National Certifying Boards for Dental Specialists* and/or established National Commission policies and procedures.

During the recognition process or maintenance of recognition, organizations and/or individuals are required to be completely transparent, candid, provide all pertinent, concise and factual information that is directly related to its own organization and report all changes in a timely manner. Further, during the public comment period of the recognition process, organizations that are recognized by the National Commission and individuals and/or organizations that are part of the National Commission's communities of interest, must provide factual comments based on compliance with the *Requirements for Recognition* and must refrain from making comments that are false, unprofessional and/or disparaging about the National Commission, the ADA, any of the recognized dental specialty sponsoring organizations and certifying boards and applicant organizations. If the National Commission believes that an individual and/or organization has submitted false, unprofessional and/or disparaging comments, the National Commission will consider the submission a violation of its Policy on Integrity and will disregard the entire submission. If the National Commission Board of Commissioners becomes aware that an individual and/or recognized organization has willfully taken information from one (1) of the other recognized organizations without prior permission and presents it as their own information, the National Commission will consider this submission a violation of the Policy on Integrity. The submission will not be considered by the National Commission and an investigation will be undertaken to determine if there is a violation of the Policy on Integrity. Depending upon egregiousness of the violation, the National Commission reserves the right to immediately withdraw the recognized organizations recognition.

Any organization recognized by the National Commission and/or applying for recognition that fails to report honestly, by presenting intentionally vague and/or false information, by omission of essential information or by distortion of information/facts with the intent to mislead, constitutes a breach of integrity, in and of itself. If it appears to the National Commission Board of Commissioners that a recognized organization has violated the principles of integrity in the materials submitted to the National Commission or in any other manner that requires immediate attention, an investigation will be made, and the organization will be offered an opportunity to respond to suspected violations. If the National Commission Board of Commissioners makes the determination that a recognized organization has engaged in a breach of integrity, the Board of Commissioners will immediately withdraw the organizations recognition.

If the breach of integrity occurs during the application process, those policies, procedures, and guidelines are applicable for resolving any issues, with the potential for denial of specialty or certifying board recognition. If the breach of integrity

occurs during the periodic review process for recognized specialty sponsoring organizations, the annual survey for the recognized certifying boards, progress report or response to a complaint, those policies, procedures and guidelines are applicable for resolving any issues, including the potential for withdrawal of specialty or certifying board recognition. If the National Commission Board of Commissioners makes the determination that a recognized specialty sponsoring organization or certifying board has not been fully transparent and truthful when reporting information to the National Commission, the Board of Commissioners will consider these actions a violation of the Policy on Integrity and will withdraw the organizations recognition. Further, if the National Commission Board of Commissioners concludes that a recognized specialty sponsoring organization or recognized certifying board has engaged in illegal or unprofessional conduct, is deliberately misrepresenting itself or presenting false information to members, candidates, diplomates, the public or patients, the National Commission will change the organizations recognition status to *intent to withdraw*.

Further, the National Commission expects that all Commissioners/Staff/Appeal Board Members and any organizations and/or individuals who interact with the National Commission treat each other with integrity, courtesy and professionalism. The National Commission and the ADA prohibits unlawful harassment and other unprofessional and discourteous actions such as rude, insulting, disruptive, uncivil and unprofessional comments or conduct. If the National Commission believes that unlawful harassment and/or any other unprofessional behavior has occurred, the National Commission will investigate and take any appropriate corrective and preventive actions.

Revised 4/21, 3/22, 6/25 Adopted 3/20

POLICY ON FAILURE TO COMPLY WITH REQUEST FOR INFORMATION AND MISSED DEADLINES

The National Commission monitors the recognition of the dental specialty sponsoring organizations through the *Periodic Review of Dental Specialty Education and Practice* and monitors the recognition of the certifying boards through the *Annual Survey of the Recognized Certifying Boards*. Completion of the National Commission's Periodic Review and the Annual Survey are requirements for continued recognition. So that the National Commission may conduct its recognition program in an orderly fashion, all recognized specialty sponsoring organizations and recognized certifying boards are expected to adhere to deadlines for requests for information and/or submission of reports.

Executive directors who anticipate difficulty in submitting the completed report on time must submit a written request for extension prior to the date on which the report is due. Requests for extension must specify a submission date no later than thirty (30) days beyond the initial deadline date. If a recognized specialty sponsoring organization or recognized certifying board fails to comply with the National Commission's request for information, the National Commission will immediately notify the organization that it will withdraw the organizations recognition at its next scheduled meeting.

Recognized specialty sponsoring organizations and certifying boards that miss a required deadline and did not submit a written request for extension will be assessed a late fee in the amount of \$1,500, to be paid within 30 days of receiving the invoice/notification. If the recognized specialty sponsoring organization or certifying board does not adhere to the payment deadline, the National Commission will view this as an indication that the organization no longer wishes to be recognized by the National Commission and will withdraw recognition at its next scheduled meeting.

Revised 3/20, 3/22, 6/25 Adopted 5/18

PURPOSE OF THE PERIODIC REVIEW

Through the Periodic Review of Dental Specialty Education and Practice, the National Commission on Recognition of Dental Specialties and Certifying Boards (National Commission) hopes to gather strategic information that will be of value to the National Commission, the recognized dental specialty sponsoring organizations, the recognized certifying boards, the profession, patients and the public. The review focuses on the current environment; changes occurring within the specialty education and practice environments (e.g., disease trends, technology, program enrollments, and demographics); potential trends for the future; changes in the delivery of oral health care and how these may impact the public and the profession.

INSTRUCTIONS TO THE DENTAL SPECIALTY SPONSORING ORGANIZATIONS

Each recognized specialty sponsoring organization that is conducting the Periodic Review in its assigned year is provided with information and data available from agencies relevant to the review and surveys conducted by the American Association's (ADA) Health Policy Institute. Where existing data is available, the specialty sponsoring organizations are asked to analyze the data and comment on trends that have and/or may impact the specialty and the profession. The National Commission requests succinct but thoughtful responses to each item in the Periodic Review in order to provide a broad assessment of key issues.

Prior to submitting the Periodic Review, the specialty sponsoring organization is required to read the National Commission Policy on Periodic Review of Dental Specialty Education and Practice, which is included in the Periodic Review template to ensure the organization clearly understands the Periodic Review process and procedures as outlined by the National Commission. The specialty sponsoring organization is further required to read the National Commission's Policy on Integrity, which is also included in the Periodic Review template. The President of the specialty sponsoring organization will be required to sign a verification statement acknowledging an understanding of the National Commission Policy on Periodic Review of Dental Specialty Education and Practice and the National Commission Policy on Integrity. The signed verification statement further acknowledges that the specialty sponsoring organization understands and agrees to abide by all guidelines, policies and procedures established by the National Commission associated with the Periodic Review and that the submitted Periodic Review is complete.

The National Commission's expectation is that the responses in the Periodic Review be well written and properly referenced, contain pertinent, concise and factual information that is directly related to the specialty sponsoring organization. The National Commission will review and make its determination to re-recognize the specialty sponsoring organization solely on the factual and relevant information provided in the Periodic Review.

- A. Format:** The completed Periodic Review should be in a format that follows the outline provided in the Periodic Review template. Each section of the Periodic Review should be clearly labeled with the heading and numerical designations of each question indicated. **A narrative response limited to 300 words should be provided in response to each question.** All examples of evidence must be placed in the corresponding Appendix. If the National Commission determines that there are formatting issues with the Periodic Review, the Periodic Review will be returned with a request to correct the issues and resubmit.
- B. Responses:** Responses to all specific requests for information are required. Individuals responsible for completing the Periodic Review should review the entire document carefully before completing any part of it. It is not necessary to repeat, at length, information that can be found elsewhere in the Periodic Review; cross-referencing information is encouraged.
- C. Web-based Information:** The Periodic Review is the preserved historic record related to the specialty sponsoring organizations responses; therefore, the Periodic Review cannot contain active links to the internet. The specialty sponsoring organization can state that specific evidence is located on the internet; however, the organization must submit a PDF screenshot of any information referenced in the Periodic Review that is on the internet.

PERIODIC REVIEW OF DENTAL SPECIALTY EDUCATION AND PRACTICE

Name of Recognized Specialty Sponsoring Organization:

Address:

City:

State:

Zip Code:

Website address:

Name of Specialty Sponsoring Organization President:

Name of Specialty Sponsoring Organization Executive Director/Chief Executive Officer:

Executive Director/Chief Executive Officer Email Address:

Name of Recognized Certifying Board:

PERIODIC REVIEW INFORMATION SUBMITTED BY:

Name:

Title:

Address:

Email address:

Phone number:

VERIFICATION STATEMENT

I verify that prior to the submission of this Periodic Review, the specialty sponsoring organization leadership has reviewed and fully understands the National Commission's Policy related to the Periodic Review of Specialty Education and Practice and the National Commission's Policy on Integrity. I also verify that the submitted Periodic Review is complete, factual, contains all of the required documentation and that the specialty sponsoring organization has not purposely withheld pertinent information. Further, I understand that the submission of additional/supplemental documentation during the review process is not permitted unless requested by the National Commission.

Specialty Sponsoring Organization President Signature:

SECTION 1: GENERAL INFORMATION AND DEMOGRAPHIC DATA OF THE SPECIALTY

1. Provide a summary of the history of the dental specialty. The response should include when the specialty sponsoring organization and specialty certifying board were incorporated, when the specialty sponsoring organization was recognized by the American Dental Association and/or National Commission and provide a relevant history of the specialty starting in the United States as a recognized specialty. **(Response limited to 300 words)**
2. Provide written documentation exhibiting that the current *Requirements for Recognition of Dental Specialties* are being met. Please note that the six (6) *Requirements for Recognition* must be addressed in numerical order. **(Response limited to 300 words for each *Requirement for Recognition*)**

Requirement 1

In order for a discipline of dentistry to become and/or remain recognized as a dental specialty, it must be represented by a sponsoring organization: (a) whose membership is reflective of the proposed or recognized dental specialty; (b) in which the privileges to hold office and to vote on any issue related to the specialty are reserved for dentists who have completed an advanced education program that is a minimum of two (2) academic years in length accredited by the Commission on Dental Accreditation in the proposed or recognized specialty or have sufficient educational and/or practice experience in the specialty as deemed appropriate through written criteria established by the sponsoring organization and its certifying board; and (c) that demonstrates the ability to establish and maintain a certifying board, if the sponsoring organization is not recognized by the National Commission. The recognized specialty sponsoring organization must continue to have a recognized certifying board that continually meets the *Requirements for Recognition of National Certifying Boards for Dental Specialists* in order to remain recognized.

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Requirement 2

A proposed or recognized specialty must be a distinct and well-defined field that requires unique advanced knowledge, skills and training beyond those commonly possessed by dental school graduates, as defined by the Commission on Dental Accreditation's Accreditation Standards for Dental Education Programs.

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Requirement 3

The scope of practice of a proposed or recognized specialty requires advanced knowledge, skills and training that: (a) in their entirety are separate and distinct from the knowledge, skills and training required to practice in any recognized dental specialty and (b) cannot be accommodated through minimal modification of any of the recognized dental specialties.

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Requirement 4

A proposed or recognized specialty must document scientifically, by valid and reliable statistical evidence/studies, that it: (a) actively contributes to new knowledge in the field; (b) actively contributes to the educational needs of the discipline at the predoctoral, postdoctoral and continuing education levels; (c) actively engages in research that establishes evidence-based validity of therapy used by practitioners in the proposed or recognized specialty; and (d) demonstrates a need for service that is not currently being met by general practitioners or any of the recognized dental specialties.

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Requirement 5

A proposed or recognized specialty must have a direct benefit/impact on clinical patient care and meet the needs of its patient population.

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Requirement 6

A proposed or recognized specialty must have formal advanced education programs accredited by the Commission on Dental Accreditation that are a minimum of two (2) academic years in length.

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3. Provide a copy of the specialty sponsoring organizations strategic plan, including a brief summary highlighting specific areas of the strategic plan that the specialty wishes to call to the National Commissions attention. **(Response limited to 300 words)**
4. Briefly comment on the efforts the specialty sponsoring organization has undertaken to promote quality in the discipline over the past nine (9) years (e.g., continued competency, parameters of care, continuing education) **(Response limited to 300 words)**
5. Complete the table below and provide overview comments on membership trends for the past twelve (12) years. Also provide overview comments on future membership trend forecasts for the next ten (10) years. Comment on how changes in membership will impact the public and the profession. **(Response limited to 300 words)**

TOTAL NUMBER OF SPECIALISTS IN MEMBERSHIP CATEGORIES

| | ACTIVE | ASSOCIATE | AFFILIATE | LIFE | NON-SPECIALIST MEMBERS |
|------|--------|-----------|-----------|------|------------------------|
| 2020 | | | | | |
| 2021 | | | | | |
| 2022 | | | | | |
| 2023 | | | | | |
| 2024 | | | | | |
| 2025 | | | | | |
| 2026 | | | | | |
| 2027 | | | | | |
| 2028 | | | | | |
| 2029 | | | | | |
| 2030 | | | | | |
| 2031 | | | | | |

Please provide information on the gender and ethnicity of members

MEMBERSHIP/GENDER AND ETHNICITY

| | Male | Female | Unknown | American Indian/ Alaskan Native | Asian | Black/ African American | Hispanic/ Latino/ Spanish Origin | Native Hawaiian/ Other Pacific Islander | White | Two or More Races | Unknown |
|------|------|--------|---------|---------------------------------|-------|-------------------------|----------------------------------|---|-------|-------------------|---------|
| 2020 | | | | | | | | | | | |
| 2021 | | | | | | | | | | | |
| 2022 | | | | | | | | | | | |
| 2023 | | | | | | | | | | | |
| 2024 | | | | | | | | | | | |
| 2025 | | | | | | | | | | | |
| 2026 | | | | | | | | | | | |
| 2027 | | | | | | | | | | | |
| 2028 | | | | | | | | | | | |
| 2029 | | | | | | | | | | | |

| | | | | | | | | | | | | |
|------|--|--|--|--|--|--|--|--|--|--|--|--|
| 2030 | | | | | | | | | | | | |
| 2031 | | | | | | | | | | | | |

SECTION II: MAJOR RESEARCH INITIATIVES AND TECHNOLOGY ADVANCES

The specialty sponsoring organization is requested to examine the impact of major dental research, changes in the delivery of oral health care and new technology on its specialty practice over the last decade. Specifically, each organization is required to list major research initiatives, changes in the delivery of oral health care and major technology advances over the last twelve (12) years and provide comments on how it believes these changes and advances have affected the practice of the specialty.

1. List areas of **major** research changes over the last twelve (12) years. *(Response limited to 300 words)*
2. List areas of major technology advances over the last twelve (12) years. *(Response limited to 300 words)*
3. Provide an overview comment on how these changes and advances have affected the practice of the specialty. *(Response limited to 300 words)*
4. Provide an overview on changes in the delivery of oral health care and explain how the changes have affected the practice of the specialty. *(Response is limited to 300 words)*

SECTION III: TRENDS IN SPECIALTY EDUCATION

The specialty sponsoring organization is requested to review summary data collected ADA Health Policy Institute *Survey of Advanced Dental Education Annual Reports* over the past twelve (12) years regarding the number of Commission on Dental Accreditation accredited advanced education programs, program enrollments and faculty and provide overview comments on past or future trends. *(Response limited to 300 words)*

Review the summary data collected by the ADA Health Policy Institute *Survey of Advanced Dental Education Annual Reports* over the past twelve (12) years regarding the number Commission on Dental Accreditation accredited advanced education programs and total enrollment and provide overview comments on past or future trend regarding this information. *(Response limited to 300 words)*

| | Number of Programs | Total Enrollment |
|-----------|--------------------|------------------|
| 2019-2020 | | |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| 2023-2024 | | |
| 2024-2025 | | |
| 2025-2026 | | |
| 2026-2027 | | |
| 2027-2028 | | |
| 2028-2029 | | |
| 2029-2030 | | |
| 2030-2031 | | |

Review the summary data collected by the ADA Health Policy Institute *Survey of Advanced Dental Education Annual Reports* over the past twelve (12) years regarding the number of full-time and board-certified program directors in the Commission on Dental Accreditation accredited advanced education programs and provide overview comments on past or future trend regarding this information. *(Response limited to 300 words)*

| | Director is Full-Time | | Director is Board Certified | |
|-----------|-----------------------|----|-----------------------------|-------------|
| | Yes | No | Yes | % Certified |
| 2019-2020 | | | | |
| 2020-2021 | | | | |
| 2021-2022 | | | | |

| | | | | |
|-----------|--|--|--|--|
| 2022-2023 | | | | |
| 2023-2024 | | | | |
| 2024-2025 | | | | |
| 2025-2026 | | | | |
| 2026-2027 | | | | |
| 2027-2028 | | | | |
| 2028-2029 | | | | |
| 2029-2030 | | | | |
| 2030-2031 | | | | |

SECTION IV: CHANGES IN SCOPE OF PRACTICE

The specialty sponsoring organization is requested to highlight recent epidemiological data or studies that establish the incidence and/or prevalence of major conditions routinely diagnosed and/or treated by practitioners in the specialty and describe how these changes have affected the practice of the specialty.

1. Highlight recent epidemiological data or studies that establish the incidence and/or prevalence of **major** conditions **routinely** diagnosed and/or treated by practitioners in the specialty. Please provide overview comments on how these changes have affected the practice of the specialty and the future practice of the specialty. (Response limited to 300 words)
2. Identify the principal health services provided to the public by individuals in this area of practice and whether this has changed in the past twelve (12) years. If this has changed, what has been the impact on profession and public? (Response limited to 300 words)
3. Identify the setting(s) in which these services are customarily provided and whether this has changed in the past twelve (12) years. If this has changed, what has been the impact on the profession and public? (Response limited to 300 words)
4. Provide any other information that the specialty believes may be relevant to the study of the specialty area of practice. (Response limited to 300 words)