

National Commission Process on Recognition of a Dental Specialty Sponsoring Organization and Dental Specialty Certifying Board

July 2023



National Commission on Recognition of
Dental Specialties and Certifying Boards

Introduction

- Organizations applying for recognition are evaluated for compliance with the *Requirements for Recognition of Dental Specialties and National Certifying Boards for Dental Specialists* by the Board of Commissioners based on the information and data provided in the application and comments from the communities of interest.
- The Board of Commissioners can take the following actions on applications for specialty sponsoring organization and certifying board recognition:
 - Grant recognition
 - Postpone action, pending additional information
 - Deny recognition
- Recognition of a dental specialty sponsoring organization and certifying board can only be granted by a two-thirds affirmative vote on all the *Requirements for Recognition* by the voting Commissioners.
- All votes taken by the Board of Commissioners related to granting or denying recognition is conducted through confidential paper ballot.



Granting Recognition to a Sponsoring Organization

If the Board of Commissioners grants recognition to a sponsoring organization:

- The National Commission will contact the sponsoring organization within five (5) days to request the appointment of an *interim* Commissioner to serve until the close of the American Dental Association (ADA) House of Delegates meeting in the year recognition was granted.
- The National Commission will request that the sponsoring organization appoint an individual who will serve a full four (4) year term that will start at the close of the ADA House of Delegates meeting.
- The individual who is appointed as the *interim* Commissioner is eligible to serve the full four (4) year term starting at the close of the ADA House of Delegates meeting.
- The National Commission will also request from the sponsoring organization the appointment an individual who will serve a full four (4) year term on the National Commission Appeal Board.



Granting Recognition to a Sponsoring Organization

- The National Commission will contact the ADA within five (5) days requesting the President of the ADA appoint an *interim* general dentist Commissioner to serve until the close of the ADA House of Delegates meeting.
- The National Commission will also request that the Board of Trustees appoint an individual who will serve a full four (4) year term that will start at the close of the ADA House of Delegates meeting.
- The individual who is appointed as the *interim* Commissioner is eligible to serve the full four (4) year term starting at the close of the ADA House of Delegates meeting.
- The National Commission will report the recognition on its Report of Unofficial Major Actions.
- The National Commission will develop and adopt a policy statement recognizing the new dental specialty.



Granting Recognition to a Sponsoring Organization

- The National Commission will request from the sponsoring organization an official definition of the specialty.
- The annual fee for the first year will be pro-rated. After the first year, the new specialty sponsoring organization will pay the full annual fee, as long as recognition is maintained.
- The certifying board that has a close working relationship with the newly recognized dental specialty sponsoring organization must submit an application for certifying board recognition within 18 months of the sponsoring organization's recognition.
- If the certifying board does not submit an application for recognition within the 18-month timeframe, the matter will be referred to the Board of Commissioners for adjudication.



Postponing Action on Recognition of a Sponsoring Organization

If the Board of Commissioners postpones action:

- The National Commission will contact the sponsoring organization and request additional information.
- It will be at the discretion of the Board of Commissioners as to whether it wishes to convene a special meeting to consider the additional information or postpone action until its next regularly scheduled meeting.



Denial of Recognition to a Sponsoring Organization

If the Board of Commissioners denies recognition the sponsoring organization is advised of:

- The reason(s) for the denial (adverse action)
- The organizations right to an appeal of the adverse action
- If the Board of Commissioners makes the determination to deny recognition, the applicant organization has the right to appeal the denial. The appeal must be filed within 14 days.
- If the applicant organization opts to file an appeal and the Appeal Board Hearing Panel upholds the decision of the Board of Commissioners, the decision to deny recognition becomes final.
- If the applicant organization opts to not file an appeal within 14 days of notification of the denial of recognition, the decision to deny recognition becomes final.



Denial of Recognition to a Sponsoring Organization

- When the decision to deny specialty recognition becomes final, the applicant organization will not be allowed to submit another application for recognition for a period of 12 months.
- If the applicant sponsoring organizations wishes to submit another application for recognition after the 12-month waiting period, the organization will need to submit a new application for recognition including the full non-refundable application fee.



Granting or Postponing Action on Recognition of a Certifying Board

- If the Board of Commissioners grants recognition:
 - The National Commission will notify the certifying board within two (2) days of the conclusion of the meeting that the action was taken.
 - The National Commission will report the recognition on its Report of Unofficial Major Actions
 - The National Commission will develop and adopt a policy statement recognizing the new dental specialty certifying board.
- If the Board of Commissioners postpones action:
 - The National Commission will contact the organization and request additional information.
 - It will be at the discretion of the Board of Commissioners as to whether it wishes to convene a special meeting to consider the additional information or postpone action until its next regularly scheduled meeting.



Denial of Recognition to a Certifying Board

- If the Board of Commissioners denies recognition, the certifying board is advised of:
 - The reason(s) for the denial (adverse action)
 - The organizations right to an appeal of the adverse action
- If the Board of Commissioners makes the determination to deny recognition, the applicant organization has the right to appeal the denial. The appeal must be filed within 14 days. If an appeal is filed, it stays the decision of the Board of Commissioners.
- If the applicant organization opts to file an appeal and the Appeal Board Hearing Panel upholds the decision of the Board of Commissioners, the decision to deny recognition becomes final.
- If the applicant organization opts to not file an appeal within 14 days of notification of the denial of recognition, the decision to deny recognition becomes final.



Denial of Recognition to a Certifying Board

- When the decision to deny recognition becomes final, the applicant certifying board organization will not be allowed to submit another application for recognition for a period of 6 months.
- If the applicant certifying board wishes to submit another application for recognition after the 6-month waiting period, the organization will need to submit a new application for recognition including the full non-refundable application fee.
- If the Board of Commissioners denies recognition and/or the Appeal Board upholds the Board of Commissioners decision to deny recognition a second time:
 - The recognized specialty sponsoring organization will be informed that their recognition status will be changed from Recognition to Recognition, with reporting requirements,
 - The recognized specialty sponsoring organization will have two (2) years to develop a fully functioning certifying board that must apply for specialty certifying board recognition.
 - If the recognized specialty sponsoring organization fails to develop a fully functioning certifying board that can apply for specialty certifying board recognition within the two (2) year period, the National Commission withdraw the specialty sponsoring organizations recognition.



Voluntary Discontinuance of Specialty Recognition

- If at any time a recognized specialty sponsoring organization and its respective recognized certifying board make the decision to terminate their close working relationship:
 - The recognized certifying board will be requested to submit to the National Commission notification of voluntary discontinuance of recognition.
 - If the recognized specialty sponsoring organization fails to develop a fully functioning certifying board that can apply for specialty certifying board recognition within the two (2) year period, the National Commission withdraw the specialty sponsoring organizations recognition.



In Summary

- Every recognition and re-recognition decision made by the National Commission is based on compliance with the *Requirements for Recognition*.
- Specialty recognition is a two-step process. First, the specialty sponsoring organization must be recognized, followed by a certifying board that has a close working relationship with the recognized specialty sponsoring organization.
- Only one (1) specialty sponsoring organization and one (1) certifying board can be recognized for each specialty.
- Currently, there are no more disciplines in dentistry that have the ability to meet all six (6) of the *Requirements for Recognition of Dental Specialties*.

