Organizational Overview

The American Board of Pediatric Dentistry (ABPD) was organized by the American Society of Dentistry for Children in 1940; Articles of Incorporation were signed in 1942. On January 1, 1964, sponsorship of the Board was transferred to the American Academy of Pediatric Dentistry.
Objectives

The Objectives of the American Board of Pediatric Dentistry are as follow:

1. To promote interest among pediatric dentists in attaining Board certification.
2. To disseminate information about the certification process through electronic communications.
3. To administer a certification process which validates the Candidate's in-depth knowledge and proficiency in the specialty of pediatric dentistry by:
   a. Verification of the Candidate's educational qualifications.
   b. Validation of the Candidate's knowledge, application, and performance by successful completion of designated examinations.
4. To issue Diplomate certificates to qualified Candidates.
5. To administer a Renewal of Certification Process which demonstrates the Diplomate's continued in-depth knowledge and proficiency in pediatric dentistry, and evidence of lifelong learning.
6. To maintain a registry of Diplomates.
7. To conduct an annual credentials survey to assure that Candidates and Diplomates are in good standing in their community and profession.
8. To verify the Candidate and Diplomate maintain an active license to practice dentistry.

To fulfill these Objectives, the Board is authorized through the American Dental Association (ADA) and the National Commission on Recognition of Dental Specialties and Certifying Boards to issue to a pediatric dentist, a certificate or recognition of special knowledge in pediatric dentistry and to suspend and revoke the same, when necessary. Certification does not confer legal qualification or license to practice dentistry, in as much as it is not authorized by any governmental agency.

Duties and Functions of the Board

1. The Board shall determine the levels for education and experience of Candidates for certification within the requirements established by the ADA Commission of Dental Accreditation and the Commission of Dental Accreditation of Canada.
2. The Board shall announce through the ABPD website (www.abpd.org) the time and place of examinations.
3. The Board, subject to the approval of the ADA and National Commission on Recognition of Dental Specialties and Certifying Boards, shall formulate and put into effect the policies, the criteria, and the rules for the examinations, which shall govern the certification of Candidates.
4. The Board shall be authorized to take action even to the extent of recall or revocation of the Candidate or Diplomate when:
   a. The Candidate or Diplomate ceases to conduct himself or herself in accordance with the Principles of Ethics and Code of Conduct of the American Dental Association.
   b. It is demonstrated clearly to the Board that the Candidate or Diplomate no longer gives his or her patients adequate or proper dental treatment commensurate with the best accepted techniques and knowledge of pediatric dentistry.
   c. The Candidate or Diplomate fails to properly respond to the annual Credential.
   d. The Diplomate fails to complete the Renewal of Certification Process (ROC-P) protocol.
   e. The annual renewal fee is not received.
Definition of an Applicant

An Applicant is a pediatric dentist or resident/graduate student who has submitted their initial online Qualifying Examination (QE) application and the examination fee.

Applicants are not considered to be in the certification process until they have sat for their initial Qualifying Examination and applied for Board Candidacy.

Applicants seeking licensure in a state with specialty examinations and needing assistance from the Board with their QE outcomes must contact Headquarters at the time of application.

When verifications are requested by a third party (i.e., hospital regarding medical staff privileges) Applicants are not considered to be in the certification process.

Applicants have until November 30 following the May QE to submit the completed Board Candidacy application, and supporting materials. If any portion of the application is not received by the deadline their examination results are forfeited. In special circumstances this date can be extended but Applicant must call Headquarters for assistance.

Upon ABPD's approval of the submitted application and supporting documents, the Applicant becomes a Candidate and his/her Qualifying Examination results are released via their website profile page.

Definition of Candidate

Candidate is a pediatric dentist who:

- Participated in the Qualifying Examination (QE).
- Has completed an accredited advanced specialty education program in pediatric dentistry.
- Submitted the ABPD Board Candidacy application with supporting documentation.

A Candidate is an individual who is actively pursuing certification. Candidate status is maintained annually by completing and submitting their online Credentials. Failure to complete will result in loss of Candidate status. Candidate status can be regained by completion of the reactivation process.

A Candidate has a specific number of years from the date of taking their initial Qualifying Examination, regardless of outcome, to complete the certification process. If certification is not achieved during the assigned period, Candidacy status is terminated and Qualifying Examination results are forfeited.

The period of Candidacy for completion of the ABPD examination may be extended by the Board upon written request by the Candidate using the Appeal Form that is found on the website. Extensions will only be considered if the Candidate is pursuing additional education/training in an accredited program or in situations of documented medical disability and/or special circumstances. Inability of the Candidate to meet examination requirements is not grounds for extension.

Board Candidate is an administrative designation used by the Board to classify pediatric dentists who have voluntarily submitted their credentials for approval and are in the certification process. It should NOT be used as a promotion by the pediatric dentist on stationery, business cards, office brochures, or websites.
Definition of Diplomate Types

A Diplomate of the American Board of Pediatric Dentistry is a pediatric dentist whose credentials have been approved, who has successfully completed voluntary examinations, and who demonstrates specialized knowledge and skill. A Diplomate is dedicated to providing exceptional patient care through a voluntary commitment to lifelong learning.

**Unlimited Diplomate:** A Board Candidate who applied prior to September 6, 1991 and successfully completed the certification process. A Diplomate must comply with the Annual Diplomate Renewal fee, have an active license to practice dentistry, and submit the Credentials annually to remain active.

**Time-limited Diplomate:** A Board Candidate who has successfully completed the certification process. Diplomate must comply with the Annual Diplomate Renewal fee, have an active license to practice dentistry, submit the annual Credentials, and complete required elements of ROC-P on an annual basis.

**Life Diplomate:** An active Diplomate who has been in good standing for at least 10 years and has reached the age of sixty-five (65). A Life Diplomate must have an active license to practice dentistry and submit the Credentials annually to remain active.

**Retired Diplomate:** An active Diplomate who has completely retired from the practice of dentistry (administration and/or teaching), has been a Diplomate for at least 10 years, has been in good standing, and has no pending actions or investigations against any dental licenses. If a Retired status Diplomate returns to practicing, teaching, or administration in dentistry, he/she must inform ABPD Headquarters within thirty (30) days. At that time, their status will be changed back to the Diplomate status prior to retirement and requirements for that Diplomate status will be in effect.

Use of Specialty and Board Designations

**Specialty Announcements:**

As per the American Dental Association Principles of Ethics and Code of Professional Conduct, an educationally qualified pediatric dentist can announce specialization as 'specialist in pediatric dentistry' or 'practice limited to pediatric dentistry'.

**Board Certification Announcements:**

In printed declarations on letterhead, business cards, and websites and in telephone directories and biographical summaries:

- Pediatric dentists certified as a Diplomate by the ABPD may promote their certification by using Diplomate, American Board of Pediatric Dentistry or Certified, American Board of Pediatric Dentistry in direct association with their names.
- Because the Board does not authorize abbreviations to designate Diplomate status, initialisms such as ABPDD, DABPD, or ABPD (Dip) are inappropriate and must NOT be used.

In recorded telephone messaging, certification may be promoted in direct association with a Diplomate's name. Care must be taken to avoid inference that such certification applies to the practice or to all practitioners within the office.
Legal Issues

If a Candidate's license to practice dentistry has been revoked or suspended the Candidate will not be scheduled for an ABPD examination.

This legal issue would need to be documented on the Candidate's annual Credentials.

Diplomates must report any action against their license on their annual Credentials. The ABPD receives monthly notices from the American Association of Dental Boards (the national group of state licensing boards) to monitor practitioner actions.

Fees

Refund schedule is located on examination webpages on the ABPD website.

Current fees as of January 5, 2015:

- Board Candidacy application................................................................. No Fee
- Qualifying Examination (per exam) ......................................................... $700
- Oral Clinical Examination (per exam) ....................................................... $2000
- Maintenance of Candidacy ................................................................. No Fee only Credentials
- Annual Diplomate Renewal (ADR) (Unlimited) ......................................... $200
- Annual Diplomate Renewal (ADR) (Time-limited) ..................................... $200
- Revalidation Fee ...................................................................................... $500
- Life Diplomate ......................................................................................... No Fee
- Retired Diplomate ...................................................................................... No Fee

Disabilities

The American Board of Pediatric Dentistry supports the intent of the Americans with Disabilities Act. The American Board of Pediatric Dentistry will make a reasonable effort to provide qualified Candidates who have documented disabilities with necessary auxiliary aids and services that do not fundamentally alter the measurement of the skills or knowledge which the Board assessment program is intended to test, and do not result in an undue burden.

NOTE: Language is not a disability for testing [Americans with Disabilities Act (ADA) 1990, 309(b) (3)].
Examination Committee (EC)

Members of the Examination Committee (EC) provide a broad perspective on the pediatric dentistry specialty. Depending on the committee assignment, members develop items for the Qualifying Examination or the Renewal of Certification examination based on examinations’ Table of Specifications, assist in the development of vignettes for the Oral Clinical Examination, or the Continuous Quality Improvement modules for the Renewal of Certification Process. Additional information is under the 'Who We Are' tab on the ABPD website.

Additional Information

Information is available on the website regarding the issues mentioned here as well as other information that might be of interest to Applicants, Candidates, or Diplomates.

If you need assistance or have questions, contact us at:

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