



CERTIFICATION GUIDE



AMERICAN BOARD OF
PEDIATRIC DENTISTRY

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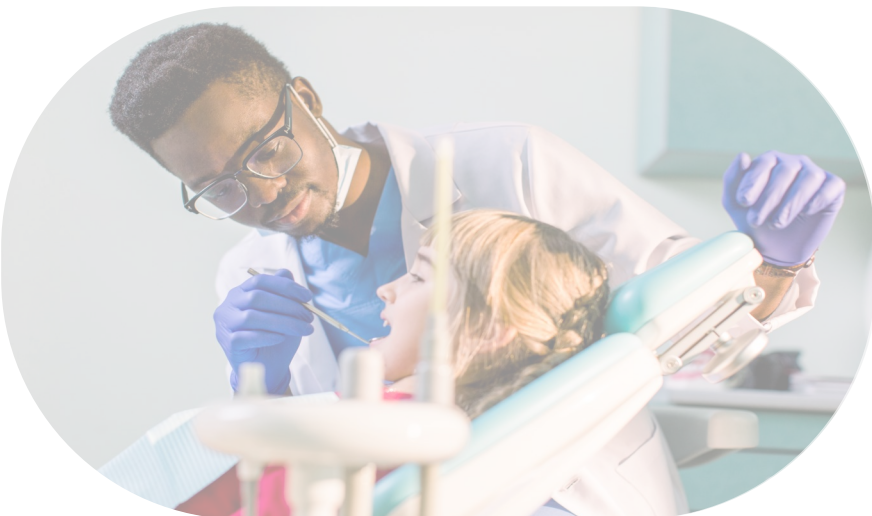
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STRATEGIC PLAN

Why Every child, every adolescent, and every individual with special needs deserves quality care

How Commitment to excellence through a certification process that inspires lifelong learning

Strategic Plan

<p>Partnership & Collaborations</p> <p>Strengthen current and seek new relationships</p>	<p>Certification Process</p> <p>Ensure a meaningful and valid certification process</p>	<p>Sustainability</p> <p>Maintain organizational excellence</p>	<p>Communication</p> <p>Continuous improvement of bi-directional communication</p>	<p>Diversity, Equity, & Inclusion</p> <p>Advocate for DEI</p>
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Core Values



Excellence in Pediatric Oral Health Care

ABPD values the provision of the highest quality oral health care for children. Such care is thoughtful, careful, ethical and based on the current scientific evidence. It takes into account the best interest of the patient and is respectful of the patient and his/her family.



A Fair and Valid Examination

ABPD values a fair and valid testing process for board certification and renewal of certification in Pediatric Dentistry. Such a testing process is based on the current knowledge in professional and educational testing. The process is evaluated continuously to ensure that it is of the highest quality and accurately assesses the candidate's knowledge, skill and judgment. A fair and valid examination requires skilled, committed and adequately trained examiners.



A Commitment to Lifelong Learning

ABPD values a health professional's commitment to lifelong learning. ABPD values Candidates' and Diplomates' desire to practice pediatric dentistry at the highest level and their commitment to constantly reevaluate their practices in light of the most recent scientific evidence. ABPD recognizes the value of renewal of certification and continuing education for health professionals.



Quality Improvement in Health Care

ABPD values quality improvement in health care through objective assessment of outcomes and process. It supports efforts to provide optimal health care to children.



Leadership

ABPD embraces integrity and accountability in guiding and empowering pediatric dentists to engage in continuous competency.



Collaboration

ABPD values working with internal and external stakeholders to achieve a unified vision.

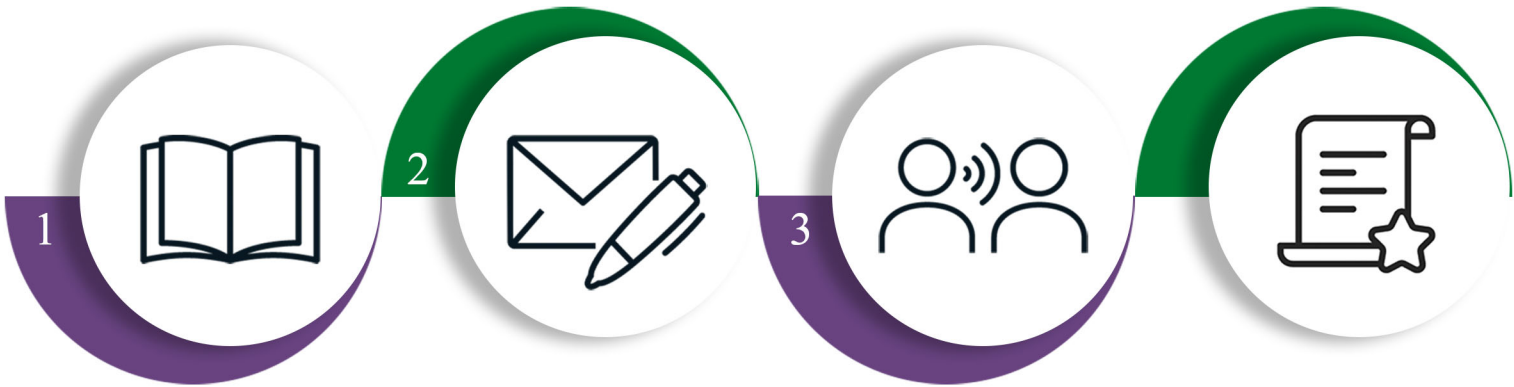


Effective Stewards

ABPD is committed to being an effective steward of its entrusted resources and accountable to Diplomates and American Academy of Pediatric Dentistry.

PATHWAY TO CERTIFICATION

STEPS TO BOARD CERTIFICATION



QUALIFYING EXAMINATION

The examination is designed to generate evidence toward validation of the individual's advanced training in pediatric dentistry

- *Written/Computerized*
- *Offered at testing centers*
- *Offered annually in May*

BOARD CANDIDACY APPLICATION

Must provide evidence of an active license with expiration date, a faculty permit, a faculty limited license, or an international dental license to engage in the practice and/or teaching of pediatric dentistry, and a copy of the certification of completion of the training program

- *Deadline: December 30 of the year participating in the QE*

ORAL CLINICAL EXAMINATION

The exam enables the candidate to demonstrate proficiency in diagnosis, treatment planning, and clinical care

- *Oral format*
- *Offered at one testing center*
- *May not be taken in the same year as the QE*
- *Must successfully complete within 5 years of Board Candidacy Application*

BOARD CERTIFIED

Congratulations on completing the process!

Eligibility Requirements

1. Completion of advanced education in pediatric dentistry which has been approved by the American Dental Association/Commission on Dental Accreditation or the Commission of Dental Accreditation of Canada (CDAC).
2. Internationally trained pediatric dentist (from a non-accredited ADA/CDA or CDAC specialty program) should contact a Program Director of an ADA/CDA or CDAC approved training program in pediatric dentistry and request advanced placement or credit by examination leading to certification of completion of the program.

NOTE: A pediatric dentist MUST provide evidence of an active license with expiration date, a faculty permit, a faculty limited license, or an international dental license to engage in the practice and/or teaching of pediatric dentistry and a copy of the certification of completion of the training program.

Supporting documentation (copy of program certificate and current active dental license) must be included with the Board Candidacy application.

The deadline to apply for Board Candidacy is December 30. If an Applicant fails to apply for Board Candidacy by the deadline, that year's QE results will be forfeited.

Definitions

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 ABPD staff 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 December 30 of the year they take the 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.

Upon ABPD's approval of the submitted application and supporting documents, the applicant becomes a candidate and his/her QE results are released via their ABPD Dashboard.

Candidate

A 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 five 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](#). The decision whether the event qualifies for an extension of the candidacy is at the sole discretion of ABPD. For additional information, see [policy](#). 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.

Diplomate

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.

Maintenance of Candidacy

All active candidates are required to log into their profile and complete the renewal and credentials form. Renewal period opens December 1, and deadline to complete is November 30. A candidate who fails to complete the annual renewal by the stated deadline of November 30 will be placed on Inactive status. Reactivating an inactive status requires completion of the Reactivation Application. ABPD will send renewal notices via email.

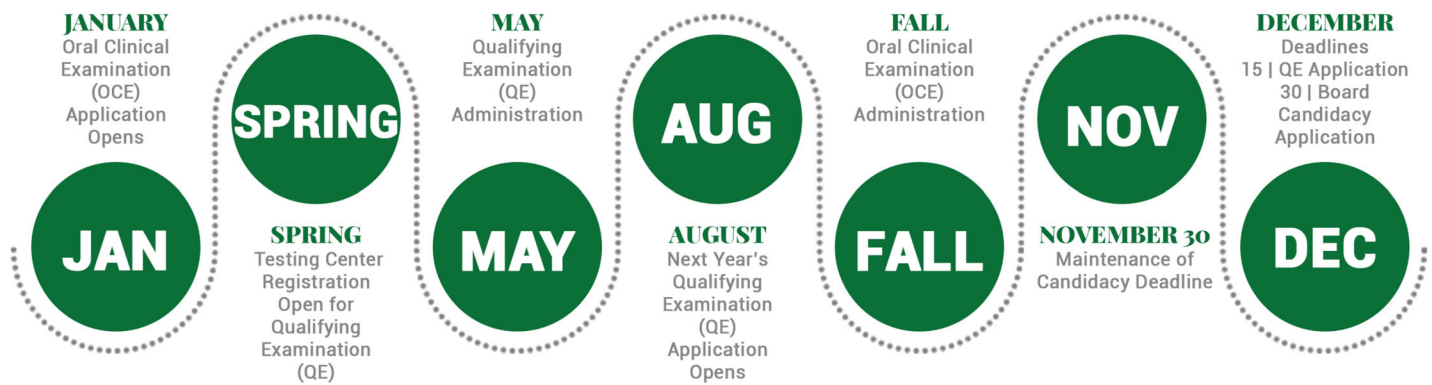
<p>Board Candidacy Application</p> <p>NO FEE</p>	<p>Qualifying Examination (Per exam)</p> <p>\$735</p>	<p>Oral Clinical Examination (Per exam)</p> <p>\$2100</p>
<p>Maintenance of Candidacy (MOC)</p> <p>NO FEE ONLY CREDENTIALS</p>	<p>FEES AND RECEIPTS</p>	<p>Annual Diplomate Renewal (ADR) (Unlimited/Time-limited)</p> <p>\$200 AND CREDENTIALS</p>
<p>Annual Diplomate Renewal (ADR) (Life)</p> <p>NO FEE ONLY CREDENTIALS</p>	<p>Reactivation/ Revalidation Examination (Unlimited/Time-limited)</p> <p>\$500</p>	<p>Renewal of Certification Exam (Every 10 years)</p> <p>NO FEE</p>

Verifications

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. A candidate will be noted as an individual who is actively pursuing certification.

EXAMINATIONS

Dates and Deadlines



See website for current dates and deadlines



The Qualifying Examination (QE)

is the first of a two-part American Board of Pediatric Dentistry (ABPD) certification process and is administered via computer at secured testing sites annually in May.



The Oral Clinical Examination (OCE)

is the second of a two-part American Board of Pediatric Dentistry (ABPD) certification process and is administered at a facility specifically designed for administration of professional specialty board oral examinations.

ABPD abides by the Principles of Fairness, developed by *The Council on Licensure, Enforcement and Regulation (CLEAR)*, to ensure fairness through the design, development, administration, and scoring of the examinations. In an effort to measure the intended construct and minimize the effects of construct-irrelevant characteristics of test takers, ABPD will provide the necessary information before, during and after the examination to candidates to ensure testing fairness.



QE

The Qualifying Examination (QE)

The Qualifying Examination is designed to assess the use of specialized knowledge and skills, clinical reasoning, communication, and professionalism required of entry-level pediatric dentists for safe and effective.

The examinee is expected to have an in-depth knowledge of all topics. The QE must be successfully completed before the candidate can register for the Oral Clinical Examination.

The QE is administered only in the English language.

*Commission on Dental Education, American Dental Association (CODA/ADA)

Before the Test:

Application Process

The application for the QE is available on the ABPD website annually in August, the deadline for the application is December 15 annually.

Eligibility Requirements

1. Pediatric Dentists - Any pediatric dentist who has successfully completed an advanced education program/residency in pediatric dentistry accredited by CODA/ADA or Commission on Dental Accreditation of Canada is eligible to apply for the QE.
2. Residents/Graduate Students - Individuals enrolled in a pediatric dentistry program accredited by CODA/ADA or the Commission on Dental Accreditation of Canada are eligible to participate in the examination during their final year of their residency program.
3. Internationally trained pediatric dentist (from a non-accredited ADA/CDA or CDAC specialty program) should contact a Program Director of an ADA/CDA or CDAC approved training program in pediatric dentistry and request advanced placement or credit by examination leading to certification of completion of the program.

Description of the Examination

The Qualifying Examination is composed of 240 objective, single-best answer, multiple choice items. Only one response is the most correct. The examinee will have a single 4-hour session to complete the examination.

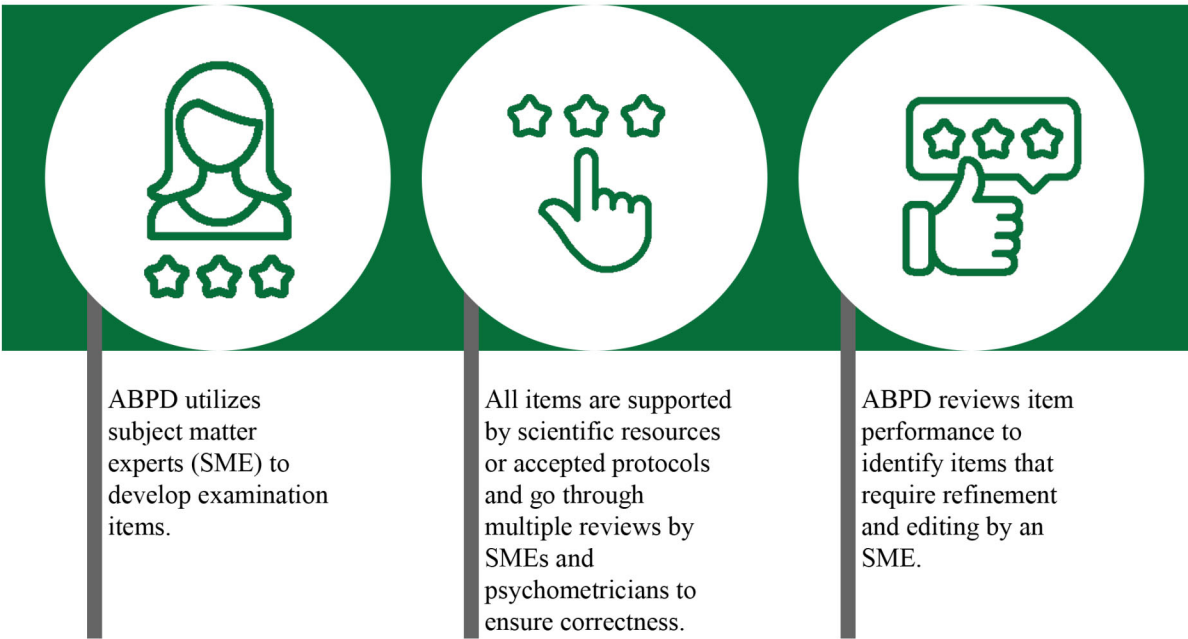
Examination Blueprint

The examination blueprint for the QE reflects the subject matter within the specialty of pediatric dentistry and provides the framework for the assessment of knowledge. The blueprint below is a resource in preparation for the examination. ABPD performs a job task/practice analysis to ensure that the QE reflects the practice of pediatric dentistry. The data from the job task analysis is used to support any future test plan modifications and also strengthen examination validity. ABPD will notify all applicants of any changes to the blueprint prior to the examination application open date.

Domain	Skill			Task
	Remember	Understand/Apply	Analyze/Evaluate	
Behavior guidance			X	Assess a patient's physical, psychological, and social development
			X	Evaluate pharmacologic options based on indications and
		X		Administer nitrous oxide analgesia, monitor, and manage adverse events
		X		Provide care for patients under moderate or deep sedation (general anesthesia), monitor, and manage/follow protocol for adverse events
			X	Prevent, assess, and manage patient pain
Growth and development	X			Recognize the influence of genetics, anatomy, and embryology on the growth and development of the head, neck, and dentition
		X		Identify dentofacial growth patterns
		X		Determine the presence of a dental, skeletal, or functional abnormality
			X	Determine the need for, and interpret the findings from a panoramic radiograph to assess growth and development
		X		Determine the need for and provide appliance for space maintenance
		X		Identify the indications and mechanisms of interceptive appliances
		X		Determine the need for, and interpret the findings from, a cephalometric analysis
	X			Recognize the indication for cone-beam computed tomography (CBCT)
Oral facial injury, emergency care and oral surgery			X	Assess and evaluate oral facial injuries, dental pain, and infections
			X	Evaluate, diagnose, and manage/treat dentoalveolar trauma including maxillary and mandible jaw fractures
			X	Evaluate, diagnose, and manage/treat the pulpal, periodontal and associated soft and hard tissues following traumatic injury
		X		Recognize and manage a soft tissue lesion
		X		Manage a supernumerary tooth
		X		Recognize indications for and manage decoronation of tooth
		X		Management of third molars
			X	Manage adverse events and medical emergencies
Diagnosis, oral pathology, oral radiology, and oral medicine			X	Assess and evaluate oral facial injuries, dental pain, and infections
			X	Evaluate, diagnose, and manage/treat dentoalveolar trauma including maxillary and mandible jaw fractures
			X	Evaluate, diagnose, and manage/treat the pulpal, periodontal and associated soft and hard tissues following traumatic injury
		X		Recognize and manage a soft tissue lesion
		X		Manage a supernumerary tooth
		X		Recognize indications for and manage decoronation of tooth
		X		Management of third molars
			X	Manage adverse events and medical emergencies
Prevention and health promotion		X		Evaluate patient medical history
			X	Evaluate risk for caries, periodontal disease, and trauma
		X		Provide diet counseling
			X	Recommend fluoride type and treatment modality
		X		Establish recall/recare visits based on patient needs
		X	Identify and classify enamel erosion and determine the etiology	

Domain	Skill			Task
	Remember	Understand/Apply	Analyze/Evaluate	
Dental caries diagnosis, non-restorative caries management and restorative treatment		X		Recognize indications for and apply sealants for primary and permanent teeth
		X		Manage minimally invasive restorative treatment for primary and permanent teeth and prescribe follow-up reassessment plan
		X		Manage enamel erosion with preventive and restorative techniques for primary and permanent teeth
		X		Manage hypoplastic and hypomineralized teeth in primary and permanent dentition
		X		Restore primary and permanent teeth with amalgam
		X		Restore primary and permanent teeth with composite
		X		Restore primary and permanent teeth with glass ionomer
		X		Restore primary and permanent teeth with stainless steel crown
		X		Restore primary and permanent incisors with composite crown
		X		Restore primary incisors, canines, and molars with zirconia crown
Pulp therapy		X		Identify the indications for prosthetic therapy in the primary and permanent dentition
		X		Recognize indications for and perform vital pulp therapy in primary anterior teeth and molars
		X		Recognize indications for and perform non-vital pulp therapy in primary anterior teeth and molars
		X		Recognize indications for and perform vital pulp therapy in permanent anterior and posterior teeth
		X		Recognize indications for and perform non-vital pulp therapies in permanent anterior teeth
		X		Recognize indications for and understand the techniques for non-vital pulp therapies in permanent posterior teeth
		X		Recognize indications for and understand the technique for apexogenesis
		X		Recognize indications for and understand the techniques for apexification
Special health care needs			X	Recognize special health care needs (congenital or acquired) in patients and the challenges of providing dental care for individuals with these needs
		X		Identify and manage common oral manifestations often associated with special healthcare needs
Advocacy and education		X		Maintain social and cultural awareness during patient care
		X		Advocate for patients to receive needed care and refer patients and guardians to social support resources, including community-based oral health programs and care opportunities
		X		Participate at the local, state and/or national levels in organized dentistry in its advocacy for public health policy, legislation, and regulations to protect and promote the oral health needs of children.
Element of pediatric dental practice		X		Employ principles and mechanisms of infection control and safety practices to ensure a safe patient care environment (by following professional organization guidelines and complying with local, state, and
		X		Develop and follow protocols for clinical practice including safety, technology, privacy, licensing, malpractice, billing, and security
		X		Develop and follow protocols for teledentistry including safety, technology, privacy, licensing, malpractice, billing, and security
		X		Maintain privacy of protected health information according to HIPAA
			X	Continually evaluate the practice for adherence to professional standards (e.g., evidence-based dentistry, practice, policies)
			X	Evaluate research articles for application to clinical practice

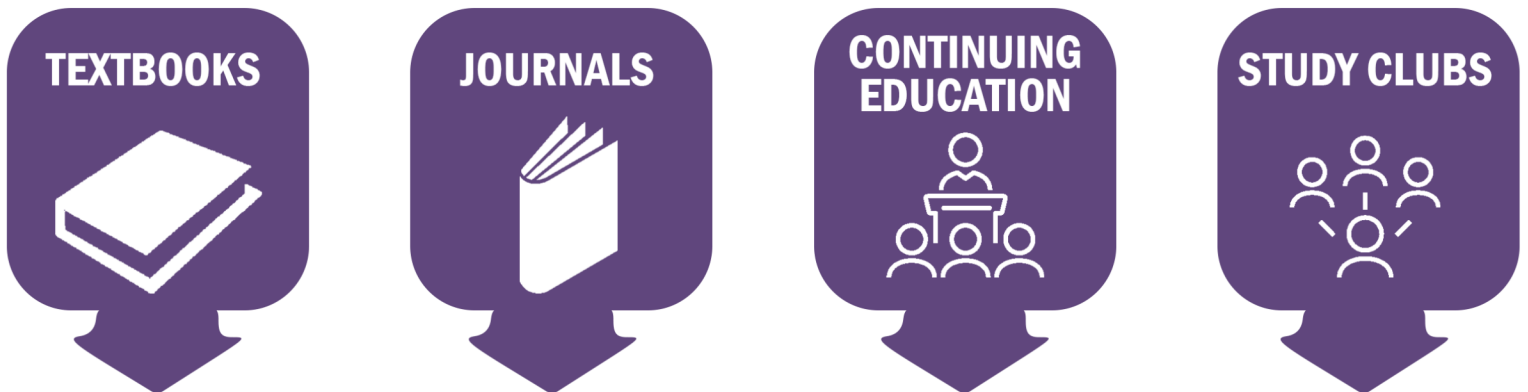
Examination Content Development



Items target mid-range difficulty levels to distribute examinee scores as a means to recognize Examinee variability in performance. In effect, items separate examinees of varying ability levels and yield meaningful discrimination. In addition, ABPD reviews item performance for item effectiveness. Such analyses help identify items that do not discriminate well and which may require refinement and editing by an SME.

Test Preparation Strategies

The QE is not based upon a single resource. Examinees should focus their attention on the scientific and biologic basis for pediatric dentistry, not clinical practices. Potential resources for study include...



Textbooks on pediatric dentistry, pediatric medicine, craniofacial growth and development, dental trauma, and pulp therapy. *The American Academy of Pediatric Dentistry's Reference Manual and Handbook on Pediatric Dentistry* should be considered valuable resources.

This examination is reviewed and revised annually. Examinees are strongly encouraged to follow current dental and medical literature. Pediatric dentistry journals and periodicals such as the *Journal of the American Dental Association*, *Journal of Dental Research*, *Dental Traumatology*, and *Pediatrics* can be expected to serve as sources of test items on contemporary topics.

The American Board of Pediatric Dentistry neither sponsors nor endorses a "board review" course. While those courses might provide a valuable overview, especially for examinees a few years removed from their training programs, it cannot be expected to serve as the only resource for preparation.

Literature reviews can be accomplished through many venues, including formal continuing education courses, study clubs, or self-study. Additional preparation information can be found on our website.

During the Test:

Registration/Testing Center



The Qualifying Examination is delivered via computer at testing sites worldwide. All North American centers are located in facilities with ample parking and access to major freeways and public transportation.



Testing center registration will open annually approximately three months prior to examination administration. Examinees will receive detailed information regarding scheduling with the testing center.



The centers are designed to be quiet and free of distractions and are compliant with the Americans with Disabilities Act. The test will be administered in a four-hour session.



Although many seats are allocated by the testing agency for the QE, the number of seats available during the testing window will vary by site. Examinees may be required to travel and encumber an overnight stay in another city. Specific information and instructions will be sent to examinees upon registering with the testing vendor.



Please refer to [PearsonVUE Professional & Regulatory Candidate Rules Agreement](#) for information regarding check-in process and requirements, personnel, security, test material and equipment, and exam administration.

THE EXAMINATION SESSION

LANGUAGE

The examination is conducted using only the English language.

TIMING

Examinees will be permitted to progress through the examination at their own pace. Examinees may elect to take breaks as needed, but the time will count against the total time allocated for the examination.

MULTIPLE CHOICE

The examination will be of the objective type, containing only multiple-choice questions. Examinees are responsible for recording their answers by using the mouse to select the button next to the letter of the chosen response.

COMMUNICATION

No support materials or electronic devices will be allowed at the examination. No communication between examinees will be allowed during the examination. Failure to comply may invalidate the results and prompt referral to the Board's Ethics Committee.

TUTORIAL

A tutorial and practice exams are available to become familiar with the operations of an examination at www.pearsonvue.com/abpd.

After the Test

Examination Results



Examination results are available within 8 weeks of the exam administration. Examination performance is reported on a Pass/Fail basis. In addition, a Candidate will receive a quintile report of performance by domain.



All Applicants must complete the Board Candidacy Application prior to receiving their results, and will have until December 30 annually to submit the required documents. Upon ABPD's verification of the application and supporting materials, the pediatric dentist becomes a Candidate, and their results will automatically be released to the Candidate. Candidate scores are intended to compare performance against a criterion standard and using the scores for other intentions would be a misuse of the test score.



ABPD provides advanced education programs in pediatric dentistry outcomes annually to assess the training program. The report includes an unidentifiable scaled score for those who have completed their training programs. The outcome report will only to be used to evaluate the program's performance.

Assessment Score Verification Policy

We offer an exam score verification service to our Candidates who wish to have the accuracy of their reported scores verified. Verification of a candidate's QE score is limited verifying that the responses recorded were correctly scored as correct or incorrect, and their total score was correctly transformed into a scaled score.



The score verification service is not a review of the content, a review of the correct answers, the acceptability of testing site conditions or examiner style, or a reconsideration of the passing standard. We employ extensive and rigorous quality control procedures to ensure the accuracy of the assessment results reported to our Candidates, and have no record of a discrepancy ever being detected. Candidates that wish to request the exam score verification service should send a completed request form with the fee to us, postmarked within six (6) weeks of the official release date of exam results. We will communicate the exam score verification outcome within six (6) weeks of receiving the request.

Re-Examination Policy



Board Candidates who fail the QE may retake the examination annually within years one (1) to four (4) of their eligibility period. Applicants seeking licensure in a state with specialty examinations and needing assistance from the Board with QE outcomes need to contact Headquarters.

Scoring

Once the key validation is complete, **examinees are scored**. Passing and failing outcomes are based on examinee scores for the entire examination.

To ensure examinees testing in different years are measured against the criterion standard, the Rasch measurement model is used to calibrate candidate ability and item difficulty onto the same linear scale (Wright & Stone, 1979). Exams are calibrated to same scale of measurement, thus ensuring item difficulty is accounted for in candidate ability measures before applying the criterion standard to determine pass/fail outcomes.

A **key validation is done** to make sure items were keyed correctly, and that no major irregularities in examinees' response patterns were observed.

The minimum passing score is derived using a modified Angoff procedure. In this standard-setting procedure, a panel of experts in the industry and a psychometrician review each item's content and judge how difficult the item is. Their difficulty judgments are compiled to determine the minimum passing score. This standard-setting method produces a passing standard based on the performance of examinees in relation to a defined criterion standard, and not on how examinees perform in relation to their cohort. Items are weighted equally, and a candidate's score, i.e., proportion correct, is their number of correct responses divided by the total number of items scored.



The Oral Clinical Examination (OCE)

The Oral Clinical Examination is the second of a two-part American Board of Pediatric Dentistry (ABPD) certification process and is administered at a facility specifically designed for administration of professional board oral examinations. The OCE is designed to evaluate the candidate's knowledge and ability for the diagnosis, treatment planning and complications of clinical cases in pediatric dentistry. The OCE is administered only in the English language.

Before the Test:

Application Process

The application for OCE is available annually in January. Those applying must complete the board candidacy application prior to applying for the OCE.

Eligibility Requirements

Only candidates that have completed the board candidacy application, successfully completed the QE and have an active dental license can apply for the OCE. A candidate will not be scheduled for any of the ABPD examinations if their license to practice dentistry has been suspended or revoked.

Description of the Examination

The examination is composed of two one-hour sessions administered successively by two examiners. Each session consists of clinical vignettes that are presented to the candidate for discussion. While the examination consists of a two-hour time period, check-in and identification procedures, and pre-exam orientation will require candidates to spend approximately four hours for the entire process.

Examination Blueprint

The examination topic areas reflect the subject matter within the specialty of pediatric dentistry and provides the framework for the assessment of knowledge. The topic areas listed are a resource in the preparation for the examination. ABPD performs a job task/practice analysis to ensure that the OCE reflects the practice of pediatric dentistry. The data from the job task analysis is used to support any future test plan modifications and also strengthen examination validity. ABPD will notify all applicants of any changes to the blueprint prior to the examination application open date.

COMPREHENSIVE CARE	ORAL PATHOLOGY
HOSPITAL DENTISTRY	PREVENTION
BEHAVIOR GUIDANCE	SPECIAL HEALTH CARE NEEDS
MANAGEMENT OF THE DEVELOPING OCCLUSION	TRAUMA

Examination Content Development



EXAMINATION SCHEDULE



6 MONTHS BEFORE

ABPD will assign a candidate's date approximately six months before the administration of the examination. Candidates will receive detailed examination information via email regarding registration, examination location, and schedule.

DAY OF THE EXAMINATION



The day of the examination, candidates are required to report to registration before the exam. Candidates are required to bring a government-issued photo ID and will be required to sign ABPD's [Examination Agreement](#). After registration is completed, ABPD will transport candidates to the testing center. Before the start of the exam, candidates will go through a short orientation at the testing center. After orientation, they will have a short break to use restroom facilities. Following the examination, they will be transported back to the hotel. All travel-related expenses are the responsibility of the candidate. Transportation between the hotel and testing center is provided by ABPD. ABPD will provide the name of the recommended hotel. Candidates may stay at a different hotel but, are **REQUIRED** to report to the designated hotel and use transportation provided by ABPD to/from the testing center.

Test Preparation Strategies

TEXTBOOKS

JOURNALS

CONTINUING EDUCATION

ROLE PLAYING

The Oral Clinical Examination is designed to assess the candidate's clinical knowledge and judgment. While there is no standard method to prepare for the OCE, candidates should consider reviewing the AAPD Reference Manual, attending continuing education preparation courses, reviewing their pediatric dentistry textbook(s) and atlas, keeping current by reading contemporary journals and/or oral examination role-playing with colleagues. Additional preparation information can be found on the website.

During the Test:

Examination Session



The examination is conducted using only the English language. While the examination consists of a two-hour time period, check-in and identification procedures and pre-exam orientation will require candidates to spend approximately four hours for the entire process.

The candidate will be presented a brief introduction of the patient to be discussed, followed by a series of questions regarding the patient's medical/dental history, diagnosis and treatment options. Many, but not all, cases will include images projected on a flat-panel monitor. The candidate will be permitted to ask questions about the patient and request that an image or images be revisited.



Examiners utilize 'open-ended' questions to assess the candidate's knowledge and skills. Candidates will benefit by giving evidenced-based answers and occasionally citing references to support rationale. Candidates will be expected to have evidenced-based knowledge of all currently acceptable therapy whether they perform the procedures in practice or not and in all types of pediatric patients. A video has been created and is available to help them become familiar with the examination.

No personal items (including but not limited to pagers, cellular phones, computers, PDA's, recording devices, smartwatches, reference materials (including personal notes), purses, backpacks or briefcases) will be permitted during the examination process. No support materials or electronic devices will be allowed at the examination. The presence of any of the above devices will be cause for immediate dismissal from the examination and an automatic failure. No communication between examinees will be allowed during the examination. Failure to comply may invalidate the results and prompt referral to the ABPD's Ethics Committee.



To assist with training, candidate examinations will be monitored. Examinations are not recorded, and monitoring will be used only in connection with ABPD's training and calibration of OCE examiners.

Scoring

ABPD utilizes the following criteria for scoring. Questions and acceptable answers are developed for each of the “Skill Sets” of a vignette. Candidates receive a score for each of these skill sets:



Scoring categories are as follows:

4 Demonstrates full & in-depth understanding of the concepts.

3 Demonstrates adequate knowledge and familiarity with the critical key features of the concepts.

2 Demonstrates less than adequate understanding of the concepts, missing critical key features.

1 Demonstrates wrong or inappropriate understanding of the concepts.

The examiners independently score each skill set based on the candidate’s response. Examiners do not discuss scores or come to a consensus. To assure valid and reliable examinations, the examiners are not allowed to give candidates any feedback on their responses. Candidates are encouraged to apply knowledge to a clinical situation, defend a point of view in a convincing manner and not use stalling tactics by being excessively slow in response leading to insufficient information in the time allotted. It is most important that the candidate proceeds through all skill sets in the vignettes.

After the Test

Scoring



ABPD contracts with a professional testing organization to develop a format designed to ensure the reliability, validity, and objectivity of the exam in order to identify those individuals who possess the necessary knowledge, skill and judgment to achieve Diplomate status. The scoring of the OCE relies on ratings provided by the Examiners that allow for the calibration of all examination facets, including Candidate scaled scores and Candidate outcomes. Therefore, the quality of the Examiners' ratings and usefulness to the scoring model is closely monitored.

Examination Results



Examination results are available within 8 weeks of the exam administration. Examination performance is reported on a Pass/Fail basis. In addition, a candidate will receive a quintile report of performance by domain.



Examination results will only be released to the Candidate. Candidate scores are intended to compare performance against a criterion standard and using the scores for other intentions would be a misuse of the test score.



ABPD provides advanced education programs in pediatric dentistry outcomes annually to assess the training program. The report includes a mean scaled score for those completing their training programs. The outcome report will only be used to evaluate the program's performance.

Assessment Score Verification Policy



We offer an exam score verification service to our candidates who wish to have the accuracy of their reported scores verified. Verification of a candidate's OCE score, we will verify that the examiners' ratings for the candidate were accurately recorded, recalculate the scaled score and verify that the scaled score and pass/fail decision were accurately reported to the candidate. Examiners will not reevaluate the examinee performance. We employ extensive and rigorous quality control procedures to ensure the accuracy of the assessment results reported to our candidates and have no record of a discrepancy ever being detected; therefore, candidates are strongly discouraged from requesting this service.

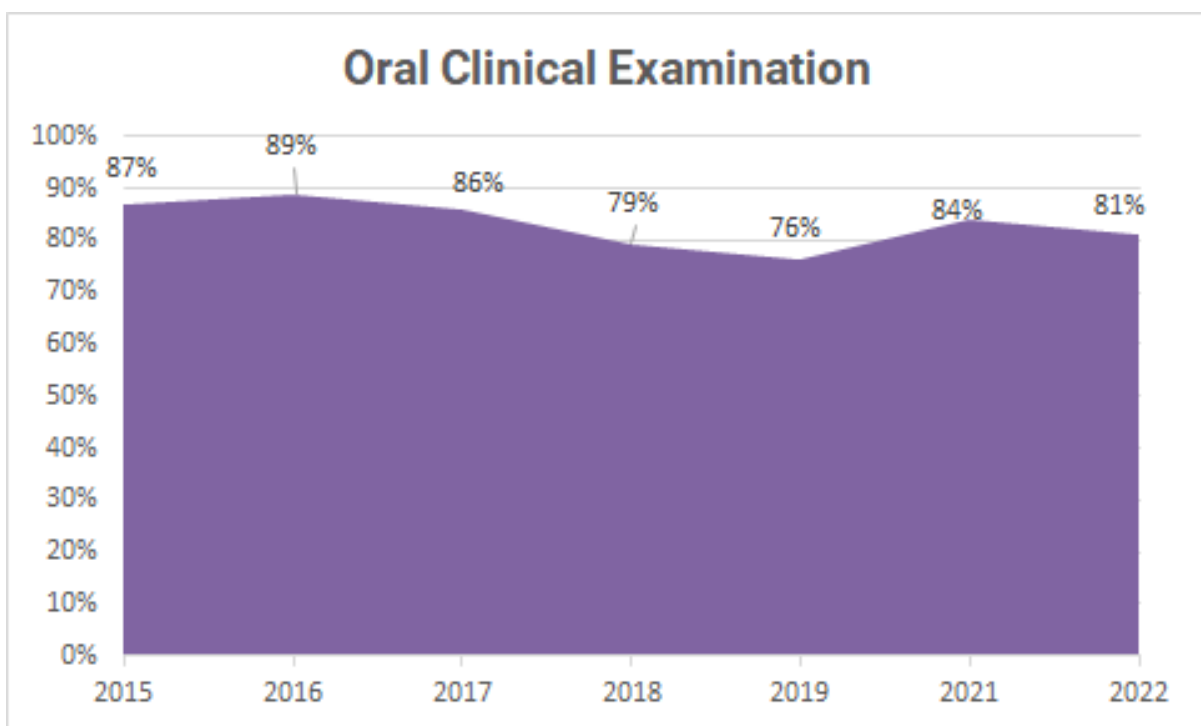
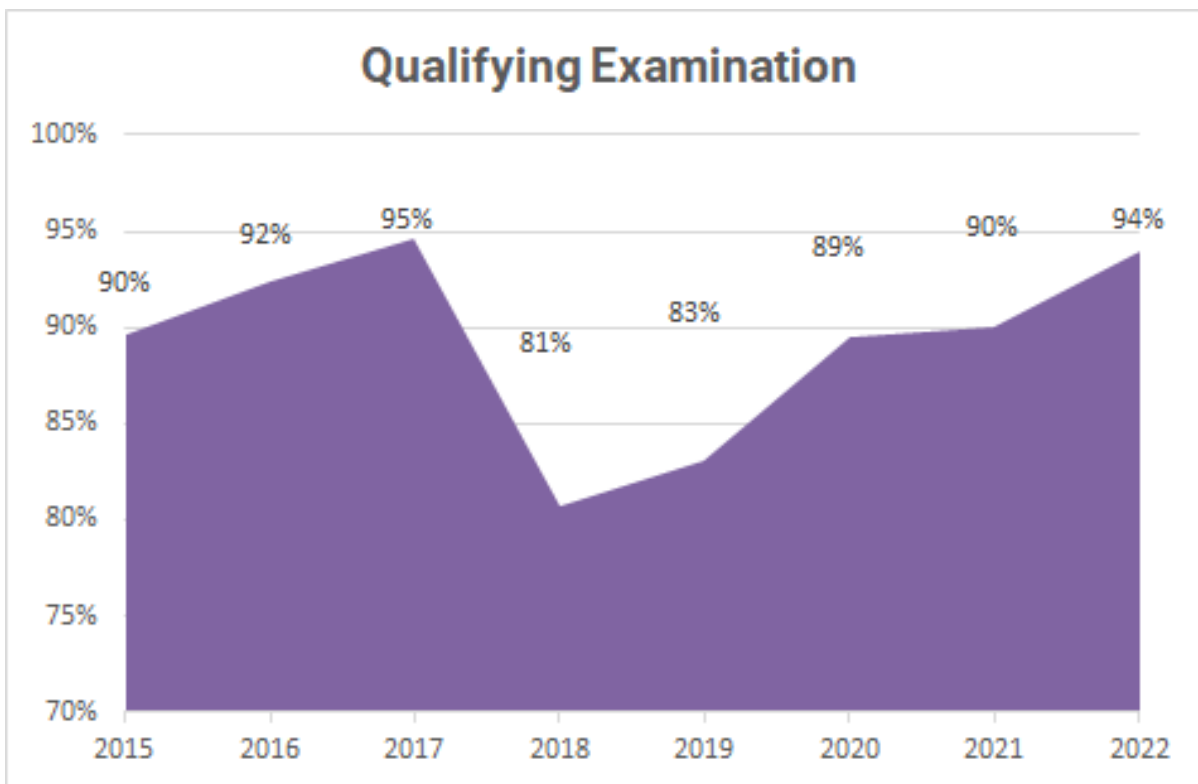
Candidates that wish to request the exam score verification service should send a completed request form with the fee to us, postmarked within six weeks of the official release date of your exam results. We will communicate the exam score verification outcome within six weeks of receiving the request.

Re-Examination Policy



Board Candidates who fail the OCE may retake the examination annually within their five-year eligibility period. If the candidate fails to successfully complete the OCE in the 5-year eligibility period, their QE score is forfeited and the candidate must start the process over.

HISTORICAL EXAMINATION OUTCOMES



Policies

Examination Accommodation Policy

The American Board of Pediatric Dentistry (ABPD) provides reasonable and appropriate accommodations in accordance with the Americans with Disabilities Act for individuals with documented disabilities or qualifying medical conditions who demonstrate a need for accommodation.

Accommodations are provided on an individual basis and depend on the nature of the disability or medical condition, the documentation provided, and the requirements of the examination. ABPD will make reasonable efforts to provide the requested services to examinees who have documented disabilities or qualifying medical conditions, as long as the accommodations do not fundamentally alter the measurement of the skills or knowledge the examination is intended to test and do not result in an undue burden to the organization.

Individuals must request testing accommodations with each application and may be required to submit additional documentation for the same disability/condition with subsequent applications.

Documentation

ABPD requires a completed Examination Accommodation application along with supporting documentation. Access to the application is through the online portal.

Completed applications must include:



- Personal statement
- Documentation of previous accommodations
- Professional Certification Form – must include professional recommendation for accommodation (extra time needed, etc.). Must be certified, signed and dated by the current medical provider who is treating the condition for which the accommodation is requested.
- Current Assessment/Evaluation Report - Must be performed within 5 years of application date. Date of tests performed may be prior to 5 years of application date if professional assessment states that condition has not changed since the time the tests were performed.

For the diagnosis of learning disabilities, examples of qualified evaluators include licensed school, education and clinical psychologists, neuropsychologists, psychiatrists, learning disability specialists, or medical professionals experienced within the field of learning disabilities. For the diagnosis of Attention Deficit/Hyperactivity disorder (AD/HD) or other mental disorders that require accommodation, examples of qualified evaluators include licensed school, education and clinical psychologists, neuropsychologists, psychiatrists, learning disability specialists, or medical professionals experienced and trained in psychological/psychiatric evaluation.

Must include list of tests performed, with dates, and results of tests with interpretation for diagnosis of condition. Tests must include appropriately named measures of intellectual ability and/or information processing such as the Wechsler Adult Intelligence scale, Third Ability, or the Woodcock-Johnson Psycho-Educational Battery Revised Tests of Cognitive Ability, and appropriately normed measures of academic ability such as Woodcock-Johnson Psycho-Education Battery-Revised test of Academic Achievement. Screening tests such as the Wide Range Achievement test are inappropriate as the sole measure of a person's academic skill development.

This documentation will assist ABPD in determining whether the individual qualifies for an accommodation under the Americans with Disabilities Act.

Process and Deadlines for Submission

<p>The Examination Accommodation Request Form is located on the ABPD portal. All required documentation must be received by ABPD on or before the following deadlines:</p> <p>If requesting an accommodation for pregnancy and lactation, please refer to section for separate deadline.</p> 	 <p>Qualifying Examination & Oral Clinical Examination: within 2 weeks of the closing of the application period</p> <p>ABPD personnel will acknowledge receipt of each request and notify applicants when their submissions are complete. Those submissions deemed incomplete as of the required deadline will be excluded from consideration.</p>	<p>PREGNANCY AND LACTATION ACCOMMODATIONS</p> <p>Nursing mothers who request accommodation will be given: 30 minutes of break time added to the standard pool of scheduled break time found in the specific exam.</p> <p>A private space with an electrical outlet, that is not a restroom, for lactating purposes.</p> <p>Candidates are allowed to bring their own breast pump with them to the testing center. Children are not permitted at the testing center.</p> <p>Please email info@abpd.org to discuss options if exclusively breastfeeding.</p>	<p>Please note: In order to maximize the potential that a nursing mother will have access to private space to express breast milk during an examination, ABPD must receive a request for such space at least 90 days prior to the scheduled examination date. Candidates requesting accommodations for pregnancy and/or lactation will be required to complete an application and provide supporting documentation.</p> <p>Additionally, ABPD will work with pregnant women on an individual basis to determine the best timing or comfort accommodation. We understand that needs may vary based on how far along you are in your pregnancy.</p>
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DECISION OUTCOME

Decisions on accommodation requests will be made in writing within 30 days after the deadline. If a Candidate is dissatisfied with ABPD's decision concerning a request for accommodation, he/she may request reconsideration. The Candidate must send a letter to ABPD stating in specific detail why the initial decision was incorrect and provide all additional documentation the Candidate wishes ABPD to consider. Any request for consideration must be received no later than 30 days from the date of ABPD's written decision concerning the request for accommodation. ABPD may grant or deny the request or seek additional information.

Only those accommodations approved in advance by ABPD will be honored at the test site. No accommodation requests will be considered or approved at the test site. No extensions to an application or refunds will be granted because of failure to identify a disability or special need(s) as required by this policy.

Appeals Policy Conditions for an Examination Appeal

- Procedural error or difficulties in administration of an examination
- Equipment or facility failure

The appeal form must be completed through the ABPD online portal within five business days after the examination. A candidate in their last year of eligibility may file an appeal, however, the board candidacy period will not be extended. A candidate cannot appeal in two consecutive years. ABPD will not consider appeals based on examination results, examination content, examination scoring, or psychometric validation.

If the appeal request is approved:

- Result of the appealed examinations, regardless of whether pass or fail, will be discarded, and never disclosed.
- Candidate will be given an opportunity to retake the examination in the next examination period. The examination fee will be waived. Candidate must resubmit all required application materials.

If the appeal request is denied:

- Original results will be released to the candidate.
- Original score is final.

The decision of the ABPD Appeals Committee will be considered final.

Extension of Candidacy Appeal

At the sole discretion of ABPD, a candidate may be granted a one-time extension of the candidacy if the candidate is unable to complete the Oral Clinical Examination (OCE) in the last year of candidacy due the following circumstances:



Birth or adoption of a child within eight weeks before or four weeks after the



Pregnancy with due date within eight weeks before or four weeks after the OCE date



Complicated pregnancy, temporary physical disability or sudden onset of physical disability



Serious medical condition of the candidate or member of the immediate* family within four weeks of the OCE date



Death of an immediate* family member within four weeks of the OCE date



Military deployment

*Immediate family member: spouse/partner, child, step-child, parent, step-parent, sibling or parent-in-law

The following documentation is required in the petition:



A completed Extension of Candidacy Appeal Form to include an appropriate documentation of the circumstance that prevents the candidate from appearing at the OCE.



Supporting documentation for circumstances:

- Death Certificate
- Military Documentation
- A signed letter by the treating physician documenting the medical condition, medical emergency, qualifying pregnancy or birth of child.

The candidate must confirm receipt of the documentation by ABPD staff.

As stated above, the decision whether the event qualifies for an extension of the candidacy is at the sole discretion of ABPD. All ABPD annual requirements will remain in effect during the candidacy extension period. If the candidate is unable to complete the certification process for whatever reason the following year, including failing the OCE, ABPD will not consider a second appeal. The candidate will need to reinitiate the certification process by retaking the Qualifying Examination.

All ABPD annual requirements will remain in effect during the period of candidacy extension. There will be no grace year allowed. Any candidate who wishes to extend candidacy for reasons not included in this policy may request an extension through the appeals process.



ABPD RIGHTS AND RESPONSIBILITIES OF TEST TAKERS

As a test taker, you have the **right** to:

- Be informed of your rights and responsibilities as a test taker.
- Be treated with courtesy, respect, and impartiality, regardless of your age, disability, ethnicity, gender, national origin, religion, sexual orientation or other personal characteristics.
- Be tested with measures that meet professional standards and that are appropriate, given the manner in which the test results will be used.
- Receive a brief oral or written explanation prior to testing about the purpose(s) for testing, the kind(s) of tests to be used, if the results will be reported to you or to others, and the planned use(s) of the results. If you have a disability, you have the right to inquire and receive information about testing accommodations. If you have difficulty in comprehending the language of the test, you have a right to know in advance of testing whether any accommodations may be available to you.
- Know in advance of testing when the test will be administered, if and when test results will be available to you, and if there is a fee for testing services that you are expected to pay.
- Have your test administered and your test results interpreted by appropriately trained individuals who follow professional codes of ethics.
- Know if a test is optional and learn of the consequences of taking or not taking the test, fully completing the test, or canceling the scores. You may need to ask questions to learn these consequences.
- Receive a written or oral explanation of your test results within a reasonable amount of time after testing and in commonly understood terms.
- Have your test results kept confidential to the extent allowed by law.
- Present concerns about the testing process or your results and receive information about procedures that will be used to address such concerns.



ABPD RIGHTS AND RESPONSIBILITIES OF TEST TAKERS

As a test taker, you have the **responsibility** to:

- Read and/or listen to your rights and responsibilities as a test taker.
- Treat others with courtesy and respect during the testing process.
- Ask questions prior to testing if you are uncertain about why the test is being given, how it will be given, what you will be asked to do, and what will be done with the results.
- Read or listen to descriptive information in advance of testing and listen carefully to all test instructions. You should inform an examiner in advance of testing if you wish to receive a testing accommodation or if you have a physical condition or illness that may interfere with your performance on the test. If you have difficulty comprehending the language of the test, it is your responsibility to inform an examiner.
- Know when and where the test will be given, pay for the test if required, appear on time with any required materials, and be ready to be tested.
- Follow the test instructions you are given and represent yourself honestly during the testing.
- Be familiar with and accept the consequences of not taking, not fully completing the test, or canceling the scores.
- Inform appropriate person(s), as specified to you by the organization responsible for testing, if you believe that testing conditions affected your results.
- Ask about the confidentiality of your test results, if this aspect concerns you.
- Present concerns about the testing process or results in a timely, respectful way, if you have any.

Applicant Examination Agreement

ABPD examinations are copyrighted and confidential. All examination participants are required to agree to the following terms prior to the examination. The conditions of the terms outlined in this agreement are in effect before, during, and after the examination.

1. I will not discuss or in any (written, oral or electronic) way disclose or disseminate information regarding the content of this examination.
2. Should ABPD obtain information that I had prior access to or was involved in discussing, copying, disclosing, or disseminating ABPD examination content (e.g., questions and vignettes), I may be prohibited from ever taking or retaking any ABPD certification examination.
3. I understand that obtaining prior knowledge of or disseminating information on the content of any ABPD examination would be a breach of my responsibility and a violation of the ABPD Candidate Agreement, Ethical Obligations of Diplomates and Candidates.
4. I understand that any violation of the above terms will mandate an investigation that may subject me to disciplinary actions by ABPD. The ABPD may, at its discretion, refuse to examine me or having examined me, may refuse a certificate based upon its above-described investigation. Should I become a diplomate of ABPD, such violation may result in revocation of my certificate.
5. In the event ABPD refuses to issue a certificate on the basis set forth in this agreement, I hereby waive any right I may have to question said refusal in any court of law or equity or other tribunal and further waive any right to a return of any fees.
6. I understand and agree to ABPD Withholding and Cancellation of Scores Policy.
7. I understand I must comply with the ABPD Recording Device and Personal Items Policy.
8. I understand I must comply with the ABPD Code of Professional Conduct and Discrimination and Harassment Policy.
9. I understand the examinations may be monitored for internal purposes and will not be available for score verifications or appeals.
10. I understand ABPD will only share my information with the College of Diplomates of ABPD and the American Academy of Pediatric Dentistry, otherwise the information will not be released to outside entities without my permission.
11. I agree and understand ABPD will be releasing unidentifiable examination outcomes to my residency program.
12. I understand and agree to the ABPD Privacy Policy.
13. I understand and agree to the ABPD Terms of Use Policy.
14. I understand that it is my responsibility to review the ABPD website for all updated policies related to the certification process.

Revoked and Suspended License Policy

If a candidate's license to practice dentistry has been revoked or suspended the candidate will not be scheduled for an ABPD examination. The issue would need to be documented on the candidate's annual credentials. Diplomates must report any action against their license on their annual credentials. ABPD receives monthly notices from the American Association of Dental Boards (the national group of state licensing boards) to monitor practitioner actions.

Cancellation Policy

All cancellations must be submitted by completing the Examination Cancellation form, located on candidate's ABPD Dashboard. Examination fees can not be transferred to a different exam year. All cancellation deadlines are posted at www.abpd.org.

Terms of Use Policy for ABPD Website

These Terms apply to all of your access to and use of this Site. By accessing, browsing and/or otherwise using the Site, you, your agents and authorized representatives are indicating that you have read and agree to follow and be bound by these Terms. Please read these Terms. If you do not agree to these Terms, do not access or use the Site.

Although ABPD may attempt to notify you when some changes are made to these Terms, we may modify these Terms at any time and from time to time in our sole discretion without notice to you. You should periodically review these Terms carefully in order to make sure that you are aware of the most current terms and conditions for the use of the Site because any use or viewing of the Site by you after any change to these Terms, whether or not you have reviewed the amended Terms, constitutes your acceptance of these Terms as changed. These Terms as amended from time to time shall remain in full force and effect anytime you use or access the ABPD Site.

[Read the full policy here.](#)

Privacy Policy

You have arrived at a web site that is provided by American Board of Pediatric Dentistry and/or its affiliated and subsidiary companies (collectively "ABPD" or "we" or "our" or "us" or "our"). Please read this Privacy Policy carefully so that you understand our policies and practices regarding your information and how we will treat it.

If you do not agree with our policies and practices, including our use and disclosure of your Personal Information, please do not use our Site and do not provide us with any of your information.

By accessing or using the Site, you agree to the terms of this Privacy Policy and consent to our privacy practices described in this Privacy Policy, including our use and disclosure of your Personal Information as described in this Privacy Policy.

This Privacy Policy may change from time to time. Your continued use of the Site after we make changes is deemed and treated as your acceptance of those changes, so please check the Privacy Policy periodically for updates.

[Read the full policy here.](#)

Code of Professional Conduct and Discrimination and Harassment Policy

The American Board of Pediatric Dentistry ("ABPD") is dedicated to providing a safe and productive experience for all participants and attendees at all official ABPD events regardless of sex, race, color, national origin, religion, age, physical or mental disability, perceived disability, ancestry, marital status, veteran status, sexual orientation, or any other characteristic protected by applicable law.

ABPD does not tolerate discrimination or any form of prohibited harassment and is committed to enforcing this Code of Professional Conduct (the "Code") at its examinations, meetings or at any other ABPD event. The ABPD is committed to providing an atmosphere that encourages the free expression and exchange of scientific and educational ideas. Furthermore, ABPD upholds the philosophy of equal opportunity for and treatment of all event participants and staff in any venue.

[Read the full policy here.](#)

Policy on Fairness

The American Board of Pediatric Dentistry (ABPD) is committed to ensuring that all candidates are treated fairly, regardless of age, gender, disability, race, ethnicity, national origin, religion, sexual orientation, linguistic background, or other personal characteristics.

ABPD adheres to the [Principles of Fairness: An Examination Guide for Credentialing & Registration Boards provided by The Council on Licensure, Enforcement and Regulation](#). The Principles of Fairness ensures fairness through the design, development, administration, and scoring of ABPD certification examinations. ABPD will include all the necessary information before, during and after the examination to ensure all test takers are given a comparable opportunity to demonstrate what they know, and how they can perform in the areas being examined.

ABPD's Certification Guide contains the following information to ensure all test takers have the necessary information prior to, during and after the examination. ABPD provides:

- 1. Test Blueprint** - A test blueprint that conveys the scope and emphasis of the examination. The blueprint lists the major domains of the test and the number of items (i.e., questions) administered in each.
- 2. Test Characteristics/Time Limits** - Information regarding the format and length of the examination will be provided at the level of detail appropriate to the intended test taker.
- 3. Test Preparation Strategies** - Study references and test taking strategies are available to the test taker on the ABPD website and the Certification Guide.
- 4. Change in Test Content** - Any change in the test content will be communicated to the test taker in a timely manner.
- 5. Examination Content Development** - The examination development process will be described to the test taker to ensure the test is fair to population subgroups.
- 6. Scoring** - Information about scoring process and information provided to the test taker is available on the ABPD website and the Certification Guide. The scoring methods provide evidence that the technical quality, including reliability and validity meet the intended purpose.
- 7. Reporting Test Results** - Test results will be released to test takers and the information will include pass-fail outcome and quintile report by domain.
- 8. Registration** - Information regarding examination registration, examination date, cancellation policies, fees, refunds, and appropriate deadlines are communicated on the ABPD website.
- 9. Test Administration** - Information regarding testing center administration such as check-in procedures is communicated to the candidate from ABPD and the testing center.
- 10. Candidate Identification** - The testing center rules and regulations outline the necessary documentation needed for proof of identification.
- 11. Security** - Test takers obligation regarding test security and confidentiality is provided in the ABPD non-disclosure agreement. All test takers are required to read and agree to the agreement prior to taking the examination.
- 12. Disabilities** - Guidelines and procedures for accommodating test takers with disabilities who need special accommodations are available on the ABPD website and the Certification Guide.
- 13. Appeals** - ABPD appeals policy and score verification policy is available on the website and the Certification Guide. The policy clearly outlines the circumstances of an appeal.
- 14. Environment and Testing Procedures** - Information regarding testing center environment, personnel, security, and equipment are outlined in the testing rules and regulations and is available on the ABPD website.
- 15. Reporting Results** - Test results will be reported to the candidate within a timely manner, 6-8 weeks after the exam administration.
- 16. Accuracy of Scoring** - Score verification procedure is available to all test takers and information regarding the process can be located on the ABPD website.
- 17. Confidentiality of Results** - Examination results are released to the test taker. A summary of outcomes is reported to the advanced education programs in pediatric dentistry annually to assess training program. The report includes an unidentifiable scaled score for those who have completed their training program. The outcome report is only to be used to evaluate the program's performance.
- 18. Re-examination** - An unsuccessful test taker is permitted to challenge the examination annually within their eligibility period.
- 19. Reporting Summary of Test Results** - A summary of historical outcomes will be provided on the ABPD website. This data will include pass rate per examination.