



American Board of Dental Public Health

Incorporated 1950

APPLICATION FOR QUALIFYING EXAMINATION Administered during 2022

This document describes the application process for the 2022 American Board of Dental Public Health (ABDPH) **Qualifying Examination**. The application form is also included.

Candidates should return the signed application and supporting documentation electronically, in *pdf* format, to the ABDPH Executive Director, at executive.director@abdph.org. An application fee of \$450 is also due with the application. Payment can be made by credit card (Visa or Mastercard only), or by check or money order drawn from a U.S. bank. If you would like to pay by credit card, please contact Sandi Steil (ssteil@associationcentral.org) for a copy of the credit card authorization form. If you would like to pay by check or money order, make it payable to “American Board of Dental Public Health” and mail to: AAPHD, P.O. Box 7317, Springfield, IL 62791-7317. Note, the application, all supporting documents, and the \$450 payment must be **received no later than December 1, 2021**.

Candidates must have completed at least 75% of their Dental Public Health residency program by the time they challenge the ABDPH Qualifying Examination. To pass the Qualifying Examination, candidates must achieve a weighted score of at least 70%. ABDPH will notify candidates of their score within two weeks of challenging the examination. Credit for successfully passing the ABDPH Qualifying Examination lasts five years. A passing grade on the ABDPH Qualifying Examination is required before candidates can apply for ABDPH Board Eligibility.

A candidate who fails the ABDPH Qualifying Examination may rechallenge it up to three times, with a corresponding fee of \$450 for each attempt. In addition, candidates who do not apply for the ABDPH Certifying Examination within five (5) years of passing the ABDPH Qualifying Examination must successfully rechallenge the Qualifying Examination or they will forfeit eligibility.

Passing the ABDPH Qualifying Examination does not grant the candidate automatic eligibility for the Certification Examination. Candidates must submit a separate application for Board Eligibility to ABDPH by September 1 in the year prior to challenging the ABDPH Certifying Examination. Prospective candidates will find additional information at www.aaphd.org/ABDPH.

Candidates who challenge any ABDPH examinations are required to abide by the rules and procedures in effect during the year of examination.

AMERICAN BOARD OF DENTAL PUBLIC HEALTH
Application for 2022 ABDPH Qualifying Examination
(Must be submitted electronically, as a *pdf* file)

Attach Recent Photograph

INSTRUCTIONS:

1. Attach a current photograph to the application in the space above
2. Complete the application and sign it
 - a. Each question should contain a response – enter “none” or “not applicable,” where necessary
 - b. Time periods for each educational experience should not overlap
 - c. Additional information or notes of explanation may be submitted as separate sheets, as needed
3. Convert the signed application to a *pdf* file
4. Return the signed application and supporting documents (see below) by email to the ABDPH Executive Director (executive.director@abdph.org) no later than **December 1, 2021**
5. Application fee must also be received no later than December 1

Supporting Documents (in *pdf* format) – See Page 4 for File Naming Guidelines:

- a. *Curriculum Vitae*
- b. Copies of relevant degrees and/or certificates in dentistry and public health
- c. Copy of dental public health residency certificate (or a letter from residency program director affirming that the candidate will complete the program, on time)
- d. Please note that if you have completed a degree other than MPH or MS from an accredited School of Public Health in the United States or from a CODA-accredited combined Masters/Residency program in the United States you **MUST** obtain and submit to the Board details of the didactic courses taken in the five required areas of public health (Epidemiology, Biostatistics, Environmental Health, Behavioral Health and Ethics) including course syllabi. If your degree is from a country outside the United States, please provide additional information on equivalency between your School and the Schools of Public Health in the United States. Applications without the above documentation will be judged as non-responsive and will not be reviewed.
- e. Other supporting documentation, as necessary

Date of Application (mm/dd/yyyy):	
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Preferred Name for Certificate:			
	Last name	First name	Middle Name/Initial

Degrees:	
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Present Position:	
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Preferred Address	
Line 1:	
Line 2:	
Line 3:	
Line 4:	
Line 5:	

Preferred Address Is a... (check one): Business Address Home Address

Telephone numbers:			
	Office	Home	Mobile

Preferred Email Address:	
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Email Address Is a... (check one): Business Email Home Email

SPECIAL NEEDS: Pursuant to the Americans with Disabilities Act, please indicate which of the following special aids and/or services you require during the examination (check all that apply). If special aids and/or services are required, the ABDPH Executive Director will contact you to make accommodations.

Audio
 Visual
 Mobile
 Other (please, specify):

CONFIRMATION

I hereby apply to the **2022 ABDPH Qualifying Examination** in accordance with and subject to the procedures and regulations of the American Board of Dental Public Health. I agree to disqualification from the examination, and to denial of issuance of a certificate and to forfeiture of any certificate granted me in error by said Board in the event that any of the statements or answers made by me are false, or in the event I violate any of the rules, regulations, and ethnic principles governing said examination. I understand that the American Board of Dental Public Health is solely responsible for determining whether I am qualified for a certificate, and that its decision or that of its *Appeals Process* is final.

Further, in the event that the American Board of Dental Public Health refuses to issue a certificate for reasons cited above, I waive any right to question or challenge the refusal in a court of law.

I understand that it is my responsibility to inform the American Board of Dental Public Health of any changes in my contact information within 30 days of the change.

I also understand that the format and content of the Qualifying Examination (online, in-person, etc.) is solely determined by the American Board of Dental Public Health. The Board reserves the right to change the format and/or content of the examination on an as needed basis. Such changes will be communicated to all candidates in advance of the examination.

Printed Name:	
Date:	

By placing an "X" in this box, and including my printed name and the date, I provide electronic confirmation that the information contained in this application is accurate.

QUALIFYING INFORMATION

1. Dental Education

Graduation from a school of dentistry accredited by the Commission on Dental Accreditation (CODA) *or* from a Canadian dental school with accreditation recognized by CODA. Graduates of schools in other countries must show proof of equivalent educational background, acceptable to the American Board of Dental Public Health.

School Name	Degree	From (mm/yyyy)	To (mm/yyyy)

2. Advanced Educational Preparation

Successful completion of at least two years of advanced educational preparation for the practice of Dental Public Health. See section on "Educational Preparation" in the ABDPH Informational Brochure on ABDPH website (www.aaphd.org/abdpd).

a. Graduate Education (Minimum of One Academic Year)

School Name	Degree	From (mm/yyyy)	To (mm/yyyy)

b. Combined Degree/Residency Program (Only for Integrated CODA-Approved DPH Programs that Combine Public Health Training and a Supervised Residency (Minimum of Two Full-Time Academic Years).

School Name	Degree	From (mm/yyyy)	To (mm/yyyy)

c. Supervised/Accredited Residency in Dental Public Health (if applicable)

Position/Title: Full-time Part-time

From (mm/yyyy): To (mm/yyyy):

Organization:

Organization Address

Line 1:	<input type="text"/>
Line 2:	<input type="text"/>
Line 3:	<input type="text"/>
Line 4:	<input type="text"/>
Line 5:	<input type="text"/>

Immediate Supervisor:

Supervisor's Email:

Supervisor's Telephone:

Administrative Head of Unit:

File Naming Guidelines for Application and Supporting Documents

Supporting documents must be submitted electronically as *pdf* files. Do not send files larger than 4MB. Please, use the following guidelines for naming each *pdf* file:

- **Application.** Name *pdf* files as: LastNameFirstInitial ABDPH Application for Qualifying Examination Year of Exam (Example: *AldermanE ABDPH Application for Qualifying Examination 2022*)
- **Current *curriculum vitae*.** Name *pdf* file as: LastNameFirstInitial CV Year of Exam (Example: *AldermanE CV 2022*)
- **Evidence of graduation from a school of dentistry.** Name *pdf* file as: LastNameFirstInitial DSGraduate Year of Exam (Example: *AldermanE DSGraduate 2022*). Note, copies of transcripts are not necessary.
- **Evidence of post-graduate public health degree or its equivalent.** Name *pdf* file as: LastNameFirstInitial TypeDegree Year of Exam (Example: *AldermanE MPHDegree 2022*).
- **[For candidates who have completed their educational requirements at the time of application] Certificate of residency or equivalent.** Name *pdf* file as: LastNameFirstInitial DPHResidency Year of Exam (Example: *AldermanE DPHResidency 2022*).
- Candidates who are close to completing their educational requirements at the time of application must have their dental public health program director send a signed letter, in *pdf* format, to the ABDPH Executive Director (executive.director@abdph.org). The letter must include the following statement: "It is anticipated that Dr. X will satisfy all requirements and successfully complete the program in dental public health prior to the ABDPH Qualifying Examination" or "It is anticipated that Dr. X will have completed at least 75% of the advanced dental public health educational program and, in my opinion, Dr. X will be prepared to challenge the qualifying examination."