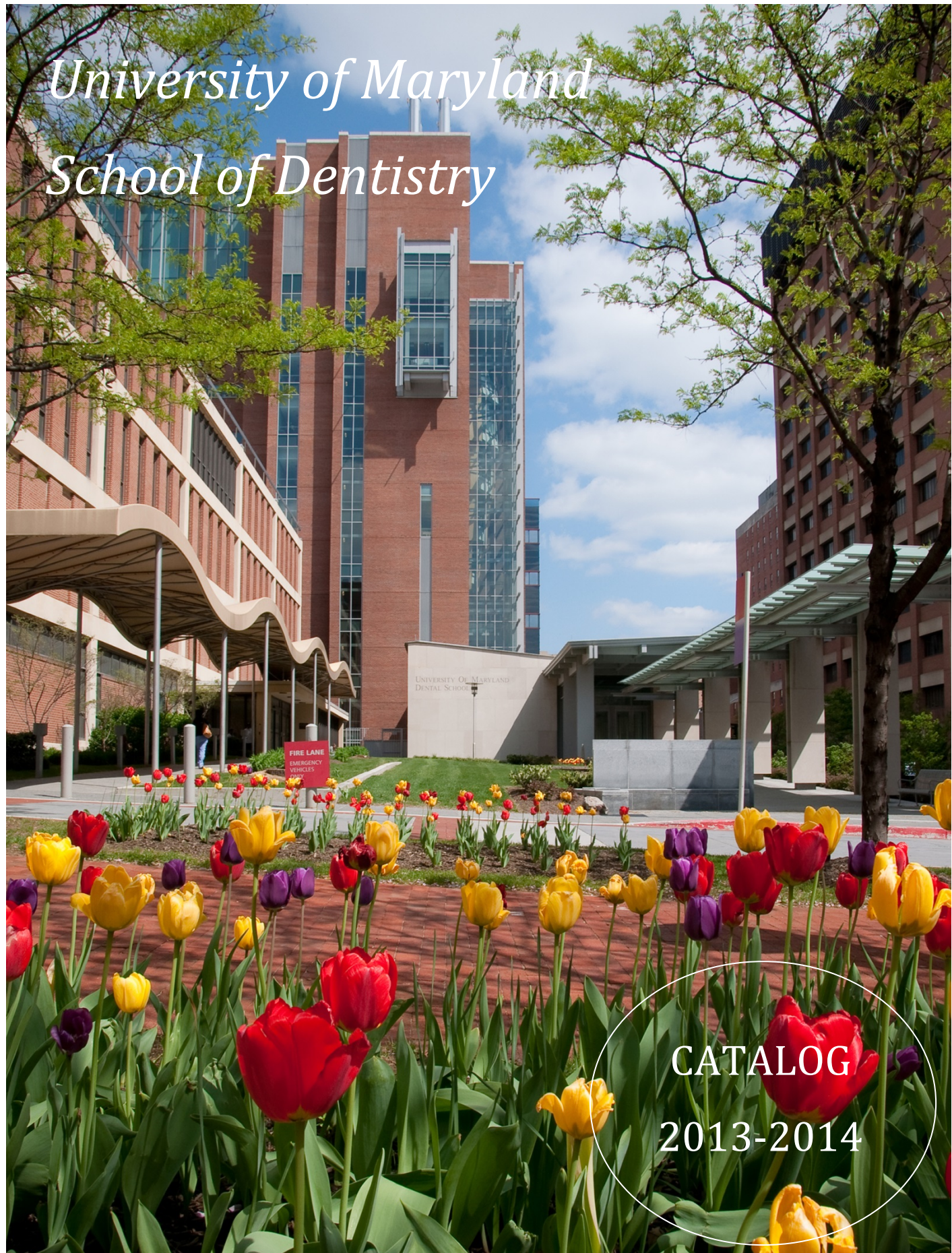


*University of Maryland
School of Dentistry*



CATALOG
2013-2014



MISSION

The University of Maryland, School of Dentistry seeks to graduate exceptional oral health care professionals, contribute to the scientific basis of treatments for diseases of the orofacial complex, and deliver comprehensive dental care. These accomplishments will promote, maintain, and improve the overall health of the people within Maryland and have a national and international impact.

FUTURE VISION

As we strive to achieve our goals, we envision the future: reflecting on its heritage, the University of Maryland, School of Dentistry will join in full partnership with other campus entities. The resulting multidisciplinary ventures will contribute to our prominence in scientific discovery, scholarly activity, and service to the community. Global outreach efforts of faculty, students, and staff will be mutually rewarding. An atmosphere of collegiality and intellectual stimulation will prevail, nurturing students, faculty, and alumni.

Administrative support will help foster creativity and responsiveness to a range of opportunities. The school will create and maintain an organizational structure that enhances our ability to achieve our goals. Students, faculty, and staff will provide the highest quality oral health care. The world's first dental college, established in the 19th

century, will take its place as the premier dental school of the 21st century.

HISTORY

The University of Maryland, School of Dentistry has the distinction of being the first dental college in the world. Formal education to prepare students for the practice of dentistry originated in 1840 with its establishment. The chartering of the school by the General Assembly of Maryland on February 1, 1840, represented the culmination of the efforts of Dr. Horace H. Hayden and Dr. Chapin A. Harris, two physicians who recognized the need for systematic formal education as the foundation for a scientific and serviceable dental profession. Together, they played a major role in establishing and promoting formal dental education, and in the development of dentistry as a profession.

Convinced that support for a formal course in dental education would not come from a medical school faculty that had rejected the establishment of a department of dentistry, Dr. Hayden undertook the establishment of an independent dental college. Dr. Harris, an energetic and ambitious young man who had come to Baltimore in 1830 to study under Dr. Hayden, joined his mentor in the effort to found the college.

The Baltimore College of Dental Surgery (BCDS) soon became a model for other schools throughout America. This was due in no small part to BCDS's emphasis on sound knowledge of general medicine and the development of the skills needed in dentistry. The present dental school evolved through a series of consolidations involving the Baltimore College of Dental

Surgery, founded in 1840; Maryland Dental College, founded in 1873; the Dental Department of the University of Maryland, founded in 1882; and the Dental Department of the Baltimore Medical College, founded in 1895. The final consolidation took place in 1923, when the Baltimore College of Dental Surgery and the Dental Department of the University of Maryland were combined to create a distinct college of the university under state supervision and control.

As part of the University of Maryland, the School of Dentistry was incorporated into the University System of Maryland (USM), formed by Maryland's General Assembly in 1988. Hayden-Harris Hall, the school building erected in 1970 and renovated in 1990, was replaced by an entirely new facility that opened 2006.

PROGRAMS OF STUDY

The dental school today strives to offer the finest programs of dental education in the world. Continuing efforts are made to provide educational and training experiences consistent with evolving concepts and advances in the delivery of dental, oral and maxillofacial health care.

In addition to the Doctor of Dental Surgery (DDS) program, the school offers a baccalaureate program in dental hygiene designed to prepare students for careers in dental hygiene practice, education, management and research in private and public settings. Combined programs are offered for DDS/PhD and DDS/MS degrees. Graduate programs are designed to prepare students for careers in academic dentistry or to supplement clinical training

with knowledge of research methods. Research opportunities may also be made available to dental students.

Advanced dental education programs are offered in the specialty areas of endodontics, oral and maxillofacial surgery, oral and maxillofacial pathology, orthodontics and dentofacial orthopedics, pediatric dentistry, periodontics and prosthodontics. Also offered is a school-based residency program in advanced general dentistry, providing advanced level training in the practice of comprehensive general dentistry.

Programs in dental education; dental hygiene education; the advanced dental education programs in endodontics, oral and maxillofacial pathology, oral and maxillofacial surgery, orthodontics and dentofacial orthopedics, pediatric dentistry, periodontics and prosthodontics; and advanced general dentistry (12- and 24-months) are accredited by the Commission on Dental Accreditation and have been granted the accreditation status of approval. The commission is a specialized accrediting body recognized by the U.S. Department of Education. The Commission on Dental Accreditation can be contacted at 312-440-4653 or at 211 East Chicago Ave., Chicago, IL 60611.

Continuing education programming is developed by academic departments to meet the needs of health care professionals for refining diagnostic skills and updating knowledge in technical and scientific areas or practice.

The University of Maryland, School of Dentistry continues to fulfill, through its graduates, the aspirations of its founders to

provide scientifically trained professionals to serve the oral health care needs of society.

STUDENT BODY

Five hundred ten students are enrolled in the predoctoral dental education program in the 2013-2014 academic year. The total enrollment of 636 also includes 55 dental hygiene, and 71 advanced dental education students.

The entering Fall 2013 predoctoral class has a mean grade point average of 3.5. Of these, 51.5 percent are female; 19.2 percent are minorities. Dental school students represent a variety of undergraduate institutions across the country.

ADMINISTRATIVE OFFICES

Dean - Mark A. Reynolds, DDS, PhD
(Interim)

Associate Dean of Finance, Clinical Operations and Institutional Planning
– David L. George, DDS, MBA

Associate Dean of Academic Affairs –
Patricia E. Meehan, DDS

Associate Dean of Research – Li Mao,
MD

Assistant Dean of Student Affairs –
Karen Faraone, DDS, MA

Assistant Dean of Admissions and Recruitment - Judith A. Porter, DDS, EdD

Assistant Dean of Clinical Affairs –
Louis DePaola, DDS

Executive Director of IT and Facilities Management – Kent Buckingham, MS

Director of Interprofessional Activities – Jacquelyn L. Fried, RDH, MS

STUDENT ORGANIZATIONS

The Student Dental Association (SDA)

The American Student Dental Association (ASDA)

Student American Dental Hygienists' Association (SADHA)

The Student National Dental Association (SNDA)

The Academy of General Dentistry (AGD)

The American Association of Dental Research/Student Research Group

The American Dental Education Association (ADEA)

The Gamma Pi Delta Prosthodontic Honor Society

The Gorgas Odontological Honorary Society

The Phi Chapter of Omicron Kappa Upsilon

The Academy of General Dentistry

The American Association of Women Dentists (AAWD)

The American Society of Dentistry for Children

The Dental Hygiene Big Brother/Big Sister Program

The Christian Dental Association

The Hispanic Student Dental Association (HSDA)

The Korean American Student Dental Association

The University Student Government Association (USGA)

Professional dental fraternities are Greek letter organizations

Latter Day Saints Dental Association

Maryland Association of Pediatric Dentists (MAPD)

Oral Surgery Interest Group

ALUMNI ASSOCIATION

The Alumni Association of the Baltimore College of Dental Surgery, School of Dentistry, University of Maryland, Inc. represents more than 7,000 graduates of the School of Dentistry. Alumni representatives from the Doctor of Dental Surgery, Dental Hygiene, Advanced Dental Education, and graduate programs are recruited to serve on the Alumni Association Board of Directors and committees.

The Association fosters and promotes the dental school and its programs. To

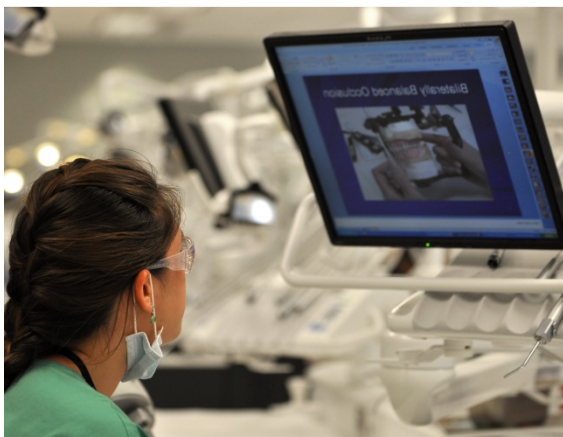
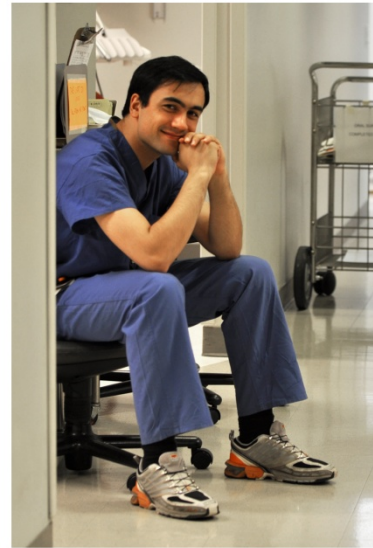
accomplish this goal, the Association seeks to:

- Maintain the interest of the alumni in their alma mater
- Organize alumni gatherings where friendships may be renewed and perpetuated
- Inspire alumni to give of their time and financial support towards the needs of the dental school
- Encourage alumni participation in School and Alumni Association sponsored continuing education offerings
- Maintain the traditions of the world's first dental college

The annual meeting of the Alumni Association is held during Alumni Weekend. At this meeting, officers and members are elected to the Board of Directors.

The Alumni Association works closely with the school's Office of Institutional Advancement to plan activities across the country for alumni and friends. Local events allow alumni and friends the opportunity to interact with students and faculty.

If you are interested in becoming involved with the Association and its activities, please contact the Office of Institutional Advancement at 410-706-7146 or alumni@dental.umaryland.edu.



THE DENTAL PROGRAM

APPLICATION/ADMISSION

REQUIREMENTS FOR ADMISSION TO THE DENTAL PROGRAM

The University of Maryland, School of Dentistry seeks to enroll the highest caliber of students who will become exemplary health care professionals. To achieve this strategic objective, the dental school has established admissions criteria that permits flexibility in choosing an undergraduate program while remaining discriminative with regard to scholastic achievement. Students who are majoring in either science or non-science disciplines, as well as individuals interested in career changes, are encouraged to apply. In addition, those individuals who are interested in changing their careers will receive careful consideration for admission. The admissions process strives to identify applicants who possess the ability to think critically and who have demonstrated independence and self-direction. In all respects, applicants must give every promise of becoming successful students and practitioners of the highest ethical standards.

Applicants should be able to demonstrate not only that they have participated in a challenging program in their respective disciplines, but also that it was supplemented by a broad selection of courses in the social sciences, humanities, and arts. Applicants should also be able to demonstrate the activities undertaken to investigate the dental profession. Additionally, experiences that develop manual dexterity are strongly recommended.

Although the completion of a bachelor's degree before dental school matriculation is strongly encouraged by the Committee on Dental Recruitment and Admissions, applicants who have successfully completed at least three academic years (90 credit hours) in an accredited university will be considered for admission.

No more than 60 of the minimum required credits will be accepted from a community college or junior college; these credits must have been validated by an accredited college of arts and sciences. All admission requirements must be completed by June 30th of the desired year of admission. Applicants must also present favorable recommendations from their respective pre-professional committee or, if no such committee is available, from one faculty member each in the departments of biology and chemistry. Applicants will not be admitted with unresolved conditions or unresolved failures.

Requirements for admission are subject to change without prior notice, as the Committee on Dental Recruitment and Admissions reserves the right to modify the prerequisites when additional courses are necessary to improve an applicant's preparation for dental school. At the minimum, the undergraduate curriculum must include the following:

- 8 Semester Hours of General Biology (including laboratories)
- 8 Semester Hours of Inorganic Chemistry (including laboratories)
- 8 Semester Hours of Organic Chemistry (including laboratories)
- 8 Semester Hours of Physics (including laboratories)
- 3 Semester Hours of Biochemistry

- 6 Semester Hours of English Composition

Moreover, applicants are expected to achieve superior grades in these prerequisite courses, because these are predictors of dental student performance in the first two years of the dental curriculum.

A strong record of academic achievement is essential, and all applicants should present science and cumulative grade point averages (GPA) and Dental Admission Test (DAT) scores that exceed the national averages. All applicants are encouraged to take the Dental Admission Test (DAT) no later than December of the year before admission. The final admission decision will be based on DAT scores, performance in previous academic programs, the quality of those programs, and personal factors as evidenced by letters of recommendation, extracurricular activities, and a personal interview.

Before applying to the dental school, potential applicants should note the University of Maryland's Policy Concerning Prevention and Management of Student and Employee Infection with Bloodborne Pathogens, and the School of Dentistry's Technical Standards for Admission and Matriculation. In addition, individuals who may have a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure.

APPLICATION AND ACCEPTANCE PROCEDURES

Students are admitted only at the beginning of the fall semester in August. All applications, with the exception of transfer and advanced standing applications, are

processed through the American Dental Education Association (ADEA). The application service, Associated American Dental Schools Application Service (AADSAS), will verify transcripts, calculate the grade point average for each applicant, and furnish pertinent information to the dental school. Although the AADSAS application must be filed by all applicants prior to January 1st of the desired year of admission, early filing of the application is strongly recommended. The dental school also charges a separate application review fee of \$85, which should be submitted directly to the Office of Admissions at the same time the AADSAS application is submitted.

Candidates whose applications meet preliminary screening criteria will be invited to continue with the admissions process and will receive an invitation to complete the University of Maryland supplemental application. Upon receipt of the completed supplemental application, applicants advancing in the admissions process will be invited for an interview with members of the Committee on Dental Recruitment and Admissions. A personal interview does not guarantee admission.

The Committee on Dental Recruitment and Admissions, comprised of members of the faculty, students, and alumni, selects qualified applicants for admission based on the applicant's academic performance, DAT scores, faculty recommendations, and the personal interview. A deposit of \$750, to be credited toward tuition, must accompany an applicant's acceptance of an offer of admission. An additional \$1,000 deposit is due by April 1st to confirm intent to enroll. Admission is contingent on completion of all prerequisite coursework

and continued satisfactory academic performance and behavior during the period between acceptance and enrollment.

ADMISSION WITH ADVANCED STANDING

Students currently enrolled in dental schools within the United States, as well as graduates of non-United States/non-Canadian dental schools, may apply for admission with advanced standing. It should be noted, however, that such admissions occur infrequently because of limited space availability or incompatibility of curricula at different schools. Students admitted with advanced standing may be exempted from certain courses, based on skills assessment by the faculty.

POLICY FOR ADMISSION WITH ADVANCED STANDING

The University of Maryland, School of Dentistry does not have a specific program designed for candidates seeking admission to the DDS program with advanced standing. However, it may be possible for exceptionally talented graduates of a non-United States/non-Canadian dental schools or dental students currently enrolled in United States/Canadian dental schools, to gain admission to the University of Maryland's Doctor of Dental Surgery program, with advanced standing.

Candidates should be aware that the application process is complex, given the nature of assessing a candidate's performance in different curricula at other institutions. Furthermore, all admissions considerations are contingent on space availability within the program.

This policy specifically addresses admissions requirements for two categories of candidates for admission with advanced standing:

- Transfer students
- Internationally trained dentists

TRANSFER STUDENTS

Eligibility

In order to be eligible for consideration for transfer, applicants must be currently enrolled in a U.S. or Canadian dental school, and in good academic and professional standing. First consideration will be given to applicants whose personal circumstances compel them to transfer.

Application Process

Application for admission with advanced standing should be requested from the Office of Admissions. Completed applications should be returned no later than March 1st, along with the following:

- A detailed letter describing the reason for the transfer request
- The \$350 application fee (payable to the University of Maryland School of Dentistry)
- A letter from the Dean of the dental school, verifying that the student is currently enrolled and is in good academic and professional standing
- Official undergraduate transcript
- DAT score report
- Official dental school transcript
- National Board score report (where applicable)
- Current dental school catalog

Preliminary Review

After required materials have been submitted and preliminarily reviewed, the Committee on Dental Recruitment and Admissions makes a determination regarding a personal interview. Candidates being seriously considered for admission are interviewed.

Review by Departments

Based on the outcome of the preliminary interview, candidates who are recommended for possible admission by the Committee on Dental Recruitment and Admissions are requested to provide copies of all course syllabi for courses completed and in progress at the current dental school. Dental School department chairs (or their designees) review the course syllabi and, if necessary, communicate directly with candidates when further clarification is needed. Department chairs/designees then provide the Office of Academic Affairs with the recommendations regarding placement within the curriculum.

Admissions and Placement Decisions

The Committee on Dental Recruitment and Admissions makes the final decision regarding admission. The Progression Committee develops specific recommendations regarding placement or modification to the student's curriculum or course requirements to accommodate individual needs. The Associate Dean for Academic Affairs notifies applicants regarding admission decisions and, if indicated, placement decisions. Space must be available within the projected class in

order for an offer of admission to be extended.

INTERNATIONALLY TRAINED DENTISTS

Eligibility

In order to be eligible for admission with advanced standing as an internationally trained dentist, applicants must have successfully completed the DDS degree (or its equivalent). Additionally, candidates must have passed Parts I and II of the National Dental Board Examination.

Application Process

Applications for admission with advanced standing should be requested from the Office of Admissions. Requests for an application must be submitted no later than January 1st of the year of desired matriculation. The completed application should be returned to the Office of Admissions along with the following:

- A detailed letter describing the reason for seeking admission with advanced standing
- The \$350 application fee (payable to the University of Maryland School of Dentistry)
- Official reports of National Board Part I and Part II scores
- Results of a TOEFL, if English is not the native language
- Clear, legible photocopies of the dental degree (DDS equivalent), course transcripts, and grades or examination scores, with certified English translations

- A course-by-course evaluation of academic credentials, performed by a recognized evaluation service
- Three letters of recommendation from former faculty members or recent professional contacts

Preliminary Review

After required materials have been submitted and preliminarily reviewed, the Committee on Dental Recruitment and Admissions makes a determination regarding a personal interview. Candidates being seriously considered for admission are interviewed by members of the Committee on Dental Recruitment and Admissions. After the preliminary interview, the Committee makes a determination whether the candidate should be invited to complete the comprehensive skills analysis, conducted by the departments. For candidates invited to continue with the application process, the fee for the skills assessment is \$2,000, payable on or before the date of the first departmental assessment.

Review by Departments

Candidates receive a list of School of Dentistry department chairs (or designees) who meet with the candidates and conduct academic and preclinical skills assessments. The School of Dentistry reserves the right to modify or waive all or part of the skills assessment, based on the backgrounds of individual candidates. Candidates contact the faculty directly to make arrangements for their evaluations. Department chairs/designees then provide to the Office of Academic Affairs recommendations regarding admission and, where

appropriate, placement within the curriculum.

Admissions and Placement Decisions

The Committee on Dental Recruitment and Admissions makes the final decision regarding admission. The Progression Committees develop specific recommendations regarding placement or modification to the student's curriculum or course requirements to accommodate individual needs. The Assistant Dean of Admissions and Recruitment notifies applicants regarding admissions decisions and, if indicated, placement decisions. Space must be available within the projected class in order for an offer of admission to be extended.

READMISSION TO SCHOOL OF DENTISTRY PROGRAMS

Consequent to dismissal or withdrawal, readmission may be sought by reapplication to the School of Dentistry. To initiate the readmission procedure, the former student shall submit a detailed letter, with supporting documents, to the Office of Admissions, requesting readmission to the School of Dentistry. Students dismissed for violations of the Professional Code of Conduct are ineligible for readmission, unless substantial evidence of rehabilitation is provided. Determination of substantial evidence is within the school's sole discretion.

Once the letter of application has been processed by the Office of Admissions, the Committee on Dental Recruitment and Admissions, in consultation with the appropriate departments, the progression

committee, and administrative and non-administrative faculty members within the School of Dentistry, may consider the student for readmission. The process of consideration may include a careful review of the student's academic record, a study of the reasons for readmission, and assessment of the student's potential for academic progress in the future. Recommendations relative to the readmission will be referred to the Committee on Dental Recruitment and Admissions in conjunction with the Office of Admissions and Office of Academic Affairs for final decision and notification, including conditions for readmission, where appropriate. Decisions resulting from this policy are not subject to appeal.

COMBINED ARTS AND SCIENCES/DENTAL PROGRAM

Although the School of Dentistry supports a coherent four year program of undergraduate education for most students, it recognizes that some individuals may be prepared to enter after three years. For eligible candidates, undergraduate programs within the University System of Maryland may offer a combined curriculum leading to the degrees of Bachelor of Science and Doctor of Dental Surgery. The preprofessional part of this curriculum is taken in an undergraduate college of arts and sciences within the University System of Maryland, and the preprofessional part at the School of Dentistry in Baltimore.

Students who have been approved for the combined program and who have completed the arts and sciences phase may, at the recommendation of the dean of the School of Dentistry, be granted the

degree of Bachelor of Science by the undergraduate college after completion of the student's first year in the dental school. Further information and applications should be obtained from the office of admissions at the undergraduate institution.

ACADEMIC POLICIES AND PROGRAMS

The policy excerpts contained in this catalog are intended for the convenience of the reader. Students are responsible for familiarizing themselves with the policies and procedures referenced herein as well as campus-wide policies found on the campus policy web page:

<http://cf.umaryland.edu/umpolicies/>.

Excerpts of policies can also be found in the Student Answer Book, which is published annually online and in hard copy.

GRADING SYSTEM

The following numerical range for standardized grades is used in the evaluation of student performance.

- A 90-100
- B 80-89
- C 70-79
- F below 70

A - Excellent: This grade signifies performance of the highest quality or exceptional achievement. It is recommended that this grade be awarded to those students with the highest degree of talent, skills, and knowledge, compared with the expected performance of students at that particular stage of development and training.

B - Good: This grade should be recorded for students who have demonstrated knowledge, talent, or skills significantly above the acceptable level, compared with the expected performance of students at that particular stage of development and training.

C - Satisfactory: This grade should be recorded for students who have demonstrated knowledge, talent, or skills at an acceptable level, compared with the expected performance of students at that particular stage of development and training.

E - Conditional Failure: This grade is used as a progress grade or as a temporary final grade to indicate that a student, who otherwise is progressing satisfactorily in a course, has failed to master limited segments of a course or some clinical procedures, but may achieve a satisfactory level of proficiency within a short time if allowed to do so based on overall academic performance. When the E grade is used as a temporary final grade, it counts in the grade point average calculation. If successful remediation occurs, the student will receive the final grade earned in the course, shown on the permanent record along with the original E. An unresolved grade of E will result in a permanent grade of F.

F - Failure: Students who receive this grade exhibited unsatisfactory performance. This grade indicates that they have not achieved an acceptable level in skills and knowledge. As a result, they are not considered ready to advance to more complex work or to perform independently. When the failure has been absolved, the F grade will remain

on the student's permanent record, but only the new grade will be used in computing the grade point average.

H - Honors: Elective clerkship courses are graded as honors when the student demonstrates excellence and advanced knowledge, skills and attitudes that exceed dental curriculum requirements in the dental specialty or practice area.

I - Incomplete: A student whose work in completed assignments is of acceptable quality but who, because of circumstances beyond the student's control (such as illness or disability), has been unable to complete course requirements, will receive a grade of Incomplete. When all requirements have been satisfied, the student will receive the final grade earned in the course. Except under extraordinary circumstances, an Incomplete may not be carried into the next academic year.

P - Pass: This grade signifies acceptable performance and satisfactory completion of course requirements.

WD - Withdraw: This grade indicates withdrawal during the first half of the course.

WP - Withdraw Pass or WF - Withdraw Fail: This grade denotes student performance to date when withdrawal occurs after the first half of the course.

Scholastic averages are computed on the basis of credits assigned to each course and the following numerical values for grades: A-4, B-3, C-2, E-0, F-0. The grade point average is the sum of the products of course credits and grade values, divided by the total number of course credits in that year of the curriculum.

Policy for Grade Appeals

A. Assignment of Grades

The academic standards for successful completion of a course and assignment of a grade are established by the department or unit under which the course is administered. The faculty bear the responsibility of assuring that written academic standards are provided to each student at the beginning of each course. The course director assigns final grades based upon these published academic standards.

B. Basis for Appeal

1. This appeal mechanism is limited to possible errors in calculating or recording a final grade and to allegations of mistakes or arbitrary or capricious grading. "Arbitrary or capricious" grading means (1) the assignment of a course grade to a student on some basis other than performance in the course; (2) the assignment of a course grade to a student by unreasonable application of standards different from the standards that were applied to other students in that course; or (3) the assignment of a course grade by a substantial and unreasonable departure from the written academic standards for that course.

2. This appeal mechanism is not to be used to dispute the published academic standards for a course which are the prerogative of the department and the course director under which the course is administered.

3. It is the responsibility of the student to substantiate the assertion that an incorrect final grade has been assigned.

C. Appeals Process

1. The student should first meet with the course director or instructor involved to discuss his or her concerns and to present any evidence that an erroneous or arbitrary or capricious final grade has been assigned. This meeting should occur, when possible, within 10 working days from the time that the student was notified of the grade in question.

2. If the student's concerns are not resolved in meeting with the faculty or course director, the student may submit a written appeal to the appropriate department chairperson. This written appeal must be made, when possible, within five (5) working days of the student's meeting with the faculty or course director and must contain information to substantiate the student's assertion. The department chairperson will consult with the student and the course director and make a written decision for or against the appeal, when possible, within five (5) working days of receipt of the appeal. If the decision is in favor of the student, the chairperson will change the grade as appropriate.

3. If the matter is not resolved to the student's satisfaction, the student may seek advice from the Associate Dean for the Office of Academic and Student Affairs. The student may continue the appeal process by initiating the formal procedure of the Student Grievance Policy within 10 working days of receiving the decision of the department chairperson. The Associate Dean for the Office of Academic and Student Affairs will appoint the

Chairperson of the Student Grievance Panel from among the faculty members on the Student Affairs Committee. For consideration of grade appeals, the Panel shall consist of at least five (5) faculty members of the Student Affairs Committee, plus two (2) student members of the Student Affairs Committee. Absent a conflict, the students should be the Class President of the grieving student's class and the SDA President.

The Grievance Panel will request information from the involved department to determine if the grade appeal should be considered further.

4. The formal procedure and appeals process follow the same guidelines for student grievances as described in Sections II and III.

ADVANCEMENT PROCESS

The Student Progression Committees review the performance of each student at the end of each semester. On the basis of progress and/or final grades, the committees determine one of the following actions for each student: unconditional advancement; summer remediation; conditional advancement; probationary advancement (repeat of a course, repeat or remediation of the year); or recommend academic dismissal to the Faculty Assembly, which approves all decisions pertaining to academic dismissal or graduation. Remediation or re-examination is not offered until the committees meet after the end of the academic year in May.

A. Students who do not meet published departmental/course standards for attendance may lose the opportunity for

remediation. Students with a pattern of unexcused absences who receive one or more failing or deficient grades may be dismissed. Extenuating circumstances should be identified at the time the absence occurs, following procedures in the attendance policy, in order to be considered as a basis for appeal.

B. Students must take the Part I National Board Dental Examination no later than October 1 of the second year of the dental curriculum. Re-examination, if necessary, must be completed no later than April 1. Students who do not pass Part I by the end of the second year of the dental curriculum will be permitted to begin didactic courses in the fall semester of the third year, but will not be advanced to the clinic. These students must pass Part I within 15 months of eligibility or they will be dismissed. (See Policy for Limiting Enrollment Time and National Board Examination Eligibility.)

C. Missed clinical time resulting from late entry into clinic or excused absences must be rescheduled if the student is not progressing satisfactorily in clinic. In the case of an excused absence, the final grade will be determined at the end of the extended time. If an excused absence occurs during year four, the student may be required to register and pay tuition for the summer session with an opportunity for graduation in July or later. All other absences will be handled on a case-by-case basis.

D. A student may appeal any action of the progression committees or the Faculty Assembly by submission of a written request to the associate dean.

Unconditional Advancement - Students must achieve a 2.00 grade point average and passing grades in all courses to advance unconditionally to the next year. Second-year students must also successfully pass the Part I National Board Dental Examination for unconditional advancement to the third year.

Summer Remediation

1. A student may be permitted to resolve deficiencies during the summer session, as recommended by the progression committees. The student may be given one retake of a failed exam before a repeat of the course is required.

2. Depending on the type of deficiencies involved, students may be required to register and pay a fee for the summer session. The progression committee may also permit students in Years I and II to repeat a failed basic science course at another institution during the summer session. Students who repeat a failed course during the summer are placed on academic probation.

Conditional Advancement - This status is assigned to:

1. First- and second-year students with minor deficiencies who have not successfully completed remediation of deficient grades during the summer session.

2. Second-year students who have not passed the Part I National Board Dental Examination. These students must meet the requirements of a remedial program approved by the Student Progression Committee before taking a re-examination.

3. Third-year students with minor clinical deficiencies who have not successfully completed all courses but who, in the judgment of the committee, should be afforded the opportunity to complete requirements from the third year while proceeding with fourth-year courses.

Probationary Advancement

Students with a final grade of F in one or more courses at the end of the academic year may be advanced on probation and must remediate or repeat all courses in which there was a deficiency to a passing grade of C, achieve a minimum grade point average of 2.00, and must pass all courses taken during the probationary academic year. Failure to do so will result in dismissal from the dental program subject to discretionary review by the Faculty Assembly. In accordance with the School of Dentistry Policy for Limiting Enrollment Time and National Board Examination Eligibility for Predoctoral Dental Students, the maximum number of years to complete Year I and II courses is three years and the maximum number of years to complete Year III and IV courses is three years.

1. Students who fail a year one course may be placed on probation and assigned to a special academic program where they complete first and second year courses in a maximum of three years.

2. Students who fail one Year III course may be advanced conditionally on probation to Year IV where the schedule and curriculum permit repeat of the failed course while taking Year IV courses. In these circumstances, the following guidelines will be applied: attendance at the repeated course must take precedence where there

is a scheduling conflict; coursework that could not be completed due to scheduling conflicts in the fall semester must be completed during the following fall semester; courses not affected by a scheduling conflict must be successfully completed in accordance with the probation policy.

3. Students with deficiencies too severe to be absolved during the summer session may be afforded the opportunity to repeat or remediate a specific year of the dental program. Repeat of the year entails repeating the year's work in its entirety. Remediation of the year provides students with the opportunity for exemption from courses or portions of courses at the discretion of the department chairs. During the remedial year students repeat failed courses and may also be required to repeat courses previously passed to maintain or enhance skills and/or knowledge. The grade on the repeated course, whether higher or lower than the original grade, replaces the original grade in the grade point average calculation. Students who are repeating or remediating any year of the dental program are placed on probation and are subject to the probationary guidelines noted above.

Academic Dismissal

If it is determined that a student is progressing so poorly that remediation will not bring him/her to a passing level, dismissal will be recommended to the Faculty Assembly.

(Advancement Process August 2009)

POLICY FOR APPEAL OF ADVANCEMENT DECISIONS

Appeals Process

The following guidelines have been established to review appeals of decisions made by the Progression Committees, or in cases of dismissal, decisions made by the Faculty Council. This mechanism will not be used to dispute the published advancement guidelines which have been approved by the Faculty Council.

1. A student wishing to appeal an advancement or dismissal decision must initiate the appeal process within 5 working days of receiving written notification from the Office of Academic Affairs regarding Progression Committee decisions, or from the Dean regarding dismissal decisions made by the Faculty Council. In this written appeal, the student must present evidence of compelling additional information or extenuating circumstances not previously considered and the reason why the information was not previously presented. The written appeal must include: the decision the student is appealing; the specific basis for the appeal, including appropriate supporting documentation; and the academic status that the student is requesting. The student may present and prioritize more than one alternative.

2. The appeal, which must be submitted in writing to the Associate Dean for Academic Affairs, will be reviewed by a panel composed of the Associate Dean for Academic Affairs and the Chair of the Progression Committee.

3. The review panel will determine whether the student's written appeal meets the criteria outlined above. Should the panel determine that an appeal lacks the required evidence, the appeal will be denied. In these circumstances, there is no further appeal.

4. Should the panel determine that an appeal meets the required criteria outlined above, the panel will forward the appeal to the Progression Committee for its consideration.
5. The Progression Committee will meet within ten working days, when possible, of receiving the initial appeal request from the review panel.
6. The committee will issue a written decision within five days of its meeting, when possible. The committee's decision is final and there is no further appeal. The committee's decision shall be forwarded to the Faculty Council for information.

POLICY FOR LIMITING ENROLLMENT TIME AND NATIONAL BOARD EXAMINATION ELIGIBILITY FOR PREDOCTORAL DENTAL STUDENTS

The maximum number of years to complete all dental courses and pass Part I and Part II of the National Board Dental Examinations will be six years.*

1. The maximum number of years to complete Year I and Year II courses will be three years. After completing the Year I curriculum, a student will have up to a maximum of three attempts within 15 months of eligibility to pass Part I of the National Boards. A student who does not pass Part I within 15 months of eligibility, regardless of the number of attempts, will be dismissed.
2. The maximum number of years to complete all Year III and Year IV clinical and didactic requirements will be three years. A student who fails Part II of the National Boards a total of three times during the first

senior year and any remedial senior year will be dismissed.

3. Following completion of Year IV requirements, a student may be granted an additional seven months to pass Part II of the National Board Dental Examinations on a third and final attempt provided all the following criteria are met: (a) total time enrolled including the additional seven months will not exceed the six-year limit and (b) the student has had only two opportunities to take Part II.
4. Requests for exceptions to the above timetable because of interruptions caused by illness or leave of absence may be appealed to the Faculty Council.
5. A student may appeal any decision reached pursuant to this policy under the School's established academic appeal process.
6. This policy does not apply to students in combined degree programs.

* This policy is based on the current format and schedule of the National Board Dental Examinations. In the event there is a change in the format or schedule of the examinations, this policy will be revised.
Approved by the Faculty Council:
November 15, 2007

POLICY FOR TAKING PART II NATIONAL BOARD DENTAL EXAMINATION

The School of Dentistry's former policy mandated that students must successfully pass National Board Dental Examination Part Two (NBDE II) in order to graduate from the predoctoral (DDS) program. This

policy was changed at a Faculty Assembly meeting held on February 18, 2013.

Specifically, the Faculty voted to suspend this policy for a temporary term. Thus, students who fulfill all requirements for graduation during the 2013, 2014 or 2015 academic years will be subject to the policy change. During this period, the School will study the impact of this change on NBDE II pass rates and student success. After consideration, the School will determine whether the new policy will be continued, modified or if the original policy will be reinstated.

This policy revision is not retroactive and does not pertain to students no longer enrolled who did not succeed in satisfying all requirements for graduation during an academic year prior to 2013.

Please note that during the time this policy modification is in effect, students will be allowed to graduate whether or not they have passed NBDE II, provided they have satisfied all other requirements for graduation during the 2013, 2014 or 2015 academic years.

The requirement to take and pass National Board Dental Examination Part One (NBDE I) remains in effect.

The School's stated deadlines by which students should take NBDE II will remain in place, and students are strongly encouraged to keep to these deadlines so that they do not compromise future job or residency opportunities.

ATTENDANCE POLICY

The faculty and administration of the School of Dentistry expect every student to attend all scheduled lectures, seminars, laboratory sessions, and clinic assignments, except in the event of illness or emergency. Course syllabi for each department and the Clinic Manual address specific departmental and clinical attendance policies and requirements, and delineate a policy for managing missed examinations, quizzes and other assignments. Students may lose the opportunity for remediation and/or re-examination if they do not meet published departmental/course standards for attendance.

Students who anticipate that they will be absent for planned events (e.g., religious holidays) should contact course directors to make arrangements in advance of the anticipated absence. Year III and Year IV dental students should also contact their general practice managers and directors of block assignments, if indicated.

In the event of an emergency or serious illness, students should contact course directors, general practice managers, and directors of block assignments, preferably before scheduled educational activities. If prior notice is not possible, contact should be made at the earliest opportunity. Course directors will determine the effect of the absence and the subsequent course of action.

Students who miss specific educational activities including, but not limited to, examinations, quizzes and block assignments, must complete an absence form, including an explanation for the absence. The student's signature on the form verifies that the explanation provided is accurate. The course director will review

the absence form, make a determination regarding the appropriate course of action, and sign the absence form. Copies of the form will be provided for the student, the course director/department, and the Office of Academic Affairs. Student appeals of the final disposition must be made within five working days, and should be referred to the department chair. If a satisfactory resolution is not reached, the appeal should be forwarded to the office of the Associate Dean for Academic Affairs for a final disposition.

Students who anticipate a long-term absence (longer than five days) should directly contact the Associate Dean for Academic Affairs to discuss strategies for managing the impact of the absence on the educational program.

UNIVERSITY OF MARYLAND SCHOOL OF DENTISTRY COMPETENCIES AND COMPETENCY EXAMINATIONS

As stated in its mission, the School of Dentistry seeks to graduate exceptional oral health care professionals. Competency, the ability to demonstrate skill, knowledge, and attitude derived from specialized training and experience, is at the core of exceptional professionals. It relates to the treatment of the child, adolescent, adult, geriatric, and medically-compromised patient. At this dental school, predoctoral dental students must demonstrate competency prior to graduation and entry into dental practice.

The following competency statements have been developed by the faculty of the University of Maryland, School of Dentistry. Together, they reflect the desired synthesis

of educational outcomes of the biomedical, behavioral, and clinical curriculum of this dental school. Prior to graduation, each student will have acquired knowledge, skills and values necessary to:

- Evaluate and assess emerging trends, technologies, and products in health care; and integrate best research outcomes with clinical expertise and patient values for evidence-based practice.
- Utilize critical thinking and scientific knowledge in decision making processes involved in patient care.
- Utilize and apply ethical and legal reasoning in the provision of dental care.
- Practice within the scope of competency and know how to refer to professional colleagues indicated.
- Communicate effectively with other professionals regarding the care of patients.
- Utilize principles of behavioral sciences for maintaining patient's oral health.
- Communicate with a diverse population of patients.
- Evaluate effectiveness of prevention, maintenance, and reparative therapies through assessment of treatment outcomes.
- Provide appropriate prevention, intervention, and educational strategies.
- Understand the values and challenges of contributing to the improvement of oral health beyond those served in traditional practice settings.
- Evaluate and apply contemporary and emerging information including

clinical and practice management technology resources.

- Utilize basic principles of practice management and have the skills to function as the leader of an oral health team.
- Evaluate different models of oral health care management and delivery.
- Apply principles of risk management, including informed consent and appropriate record keeping in patient care.
- Comply with state and federal regulations related to OSHA and HIPAA, catastrophe preparedness, patient confidentiality, infection control, hazard communications, radiation safety, and medical waste disposal.
- Apply quality assurance, assessment, and improvement concepts. Measured = chart audits
- Assess a patient's medical, psychological, and social history as it relates to dental treatment.
- Secure a dental history that includes chief complaint, patient expectations, and past dental history.
- Order, obtain, and interpret appropriate radiographic/digital images.
- Formulate and present to a patient a primary treatment plan, and alternative plans or referral, based on relevant findings and individual patient considerations.
- Use knowledge of the basic and clinical sciences to evaluate the form and function of the oral and craniofacial complex and its

interaction with other systems of the body in health and disease.

- Manage acute pain and dental anxiety.
- In non-surgical patients, prevent, diagnose, and treat periodontal diseases ranging from gingivitis to moderate periodontitis.
- Develop and implement interceptive strategies to prevent and diagnose dental caries in individual patients and restore oral health.
- Restore missing or defective tooth structure to proper form, function, and esthetics, and promote soft and hard tissue health.
- Replace missing teeth and surrounding oral tissues to proper form, function, and esthetics, and promote soft and hard tissue health.
- Prevent, diagnose, manage and treat pulpal disease, and related periradicular pathology and restore oral health.
- Manage odontogenic infections.
- Prevent, recognize, and manage medical emergencies that occur in the dental practice.
- Differentiate normal from altered oral soft tissues and determine the need for additional diagnostic information.
- Perform minor alveolar and mucogingival surgery.
- Perform an exam of the hard and soft tissues of the head and neck.
- Diagnose and manage temporomandibular disorders.
- Prevent, diagnose and manage developmental or acquired occlusal abnormalities and restore oral health.

- Recognize and refer patient abuse and/or neglect.
- Recognize and refer substance abuse.
- Evaluate outcomes of comprehensive dental care.
- Provide care for a diverse population of patients including infants, children, adolescents, adults, and geriatric and special needs patients.

The educational opportunities and guided experiences of the predoctoral dental education program at the University of Maryland are designed to prepare the new graduate for entry into the profession of dentistry. Prior to graduation, predoctoral dental students are expected to demonstrate that they have attained competence. The School of Dentistry employs specific exams to assure students meet the expectations articulated in the Maryland Competency Statements described above.

Competency exams are a formal didactic and/or practical examination, the requirements of which are standardized across the population of students being assessed. A competency exam assesses the knowledge, and/or skills, and/or values required to achieve a goal (or a set of goals) relative to the profession of dentistry and/or delivering oral health care. Each is graded according to written protocols. All competency exams must be successfully challenged prior to graduation.

A competency exam may be any of the following:

- Case based report – standardized.

- Demonstration - clinical performance.
- Demonstration - simulated patient/typodont/laboratory.
- Exam - oral case-based.
- Exam - written (responding to e-files).
- Exam - written (case-based).
- Exam - written (testing didactic material).
- Presentation – oral.
- Review of literature.
- Review of patient clinical records.

Students are apprised of competency exams and their requirements in one or more ways:

- Course syllabi contain descriptions of competency exams included in the course.
- Faculty discuss with students competency exams on the first day of class.
- Clinic Manual contains descriptions of the competencies.
- GP managers distribute information about clinical competency examinations and grading to their students.
- Each GP maintains clinical competency evaluation forms.

The Competency Exam Manual is a compilation of the reference documents developed for each competency exam. It lists prerequisites, grading protocols, remediation, and other pertinent information. The Competency Exam Manual is located on Blackboard, the campus e-learning software platform.

REQUIREMENTS FOR GRADUATION

The Doctor of Dental Surgery degree is conferred on a candidate who has met the conditions specified below:

- A candidate must have satisfied all requirements of the various departments.
- A candidate must have acquired and demonstrate the knowledge, skills and values contained in the School of Dentistry Competencies.
- A candidate must pass all fourth-year courses and achieve a minimum 2.0 average in the fourth year.
- The candidate must have satisfied all university obligations before graduation.

- The candidate must be clear of all disciplinary matters.

GRADUATION DATES

Students who enter the DDS program at the University of Maryland, School of Dentistry are required to complete a minimum of four academic years at the school. The length of the program has been established to provide the students a comprehensive professional education. Graduation for students who complete the program within this prescribed period is in May. Students who fail to complete all requirements in May will be considered for graduation the following July, December, or May, as they are judged ready to do so.

DENTAL CURRICULUM

F-Final Grade; P-Progress Grade. Year-long courses have progress grades in the fall semester.

The spring final grade is applied to the credits for the fall and spring. Curriculum requirements are subject to change without prior notice.

Year	Course #	Title	Fall	Spring	Total	
D1	BMAT 512	Dental Biomaterials I		F/1	1	
	DHPP 511	History of Dentistry	F/.5		0.5	
	EBDM 512	Principles of Scientific Evidence	F/2		2	
	FOUN 511	Dental Anatomy and Occlusion	F/3.5		3.5	
	FOUN 511E	Ergonomics	F/.5		0.5	
	FOUN 518A	Operative Dentistry	P/2	F/3	5	
	GPAT 512	General Pathology		F/4	4	
	MICP 511M	Microbiology and Immunology	F/4		4	
	NPSC 512N	Neuroscience	F/3	3		
	NPSC 512P	Physiology		F/5	5	
	NPSC 518A	Gross Anatomy	P/4	F/3	7	
	NPSC 518C	Clinical Research Conferences	P/.5	F/.5	1	
	ODSC 511C	Cell and Molecular Biology	F/3		3	
	ODSC 511V	Nutrition	F/1		1	
	OHCS 511	Perspectives in Oral Health Care Services	F/1		1	
	OMIC 512	Oral Microbiology		F/1	1	
	PERI 518	Introduction to Periodontology		P/1	F/1	2
	PROF 518	Profession/Professionalism I	P/1.5	F/.5	2	
RADI 518	Radiology	P/1	F/.5	1.5		
		25.5	22.5	48		
D2	BHAV 528	Behavioral Dentistry	P/1	F/2	3	
	BMAT 521	Dental Biomaterials II	F/1		1	
	CARI 522	Cariology		F/1.5	1.5	
	DANS 521	Dental Anesthesiology	F/2		2	
	DRUG 522	Drug Abuse and Chemical Dependency		F/1	1	
	DSUR 522	Essentials of Oral-Maxillofacial Surgery		F/1	1	
	ENDO 522	Endodontics		F/3	3	
	GERI 522	Geriatric Dentistry I		F/1	1	
	GROW 521	Growth and Development	F/1	1		
	MICP 521I	Infectious Diseases	F/2		2	
	NPSC 521A	Neuroscience of Pain	F/2		2	
	NPSC 521P	Pharmacology	F/5		5	
	OMED 521	Oral Medicine	F/2.5		2.5	
	OPAT 528	Oral Pathology	P/1	F/2	3	
	ORTH 522	Orthodontics		F/1	1	
	PEDS 522	Pediatric Dentistry II		F/1	1	
	PERI 528	Periodontics		P/1	F/1	2

Year	Course #	Title	Fall	Spring	Total	
	RADI 528	Radiology II	P/1	F/.5	1.5	
	REST 528	Fixed Prosthodontics	P/3	F/3	6	
	REST 528A	Operative Dentistry I	P/.5	F/.5	1	
	REST 529A	Treatment and Management of the Edentulous Patient	F/3		3	
	REST 529B	Partial Denture Prosthodontics		F/3	3	
	TXPL 528	Treatment Planning I	P/1	F/1	2	
			27	22.5	49.5	
D3	CCMP 538	Comprehensive Care/Practice Management F/4	F/4	8		
	DSCP 538	Oral Medicine & Diagnostic Sciences	P/3	F/2	5	
	DSUR 538	Advanced Topics in Oral-Maxillofacial Surgery	P/2	F/2	4	
	DSUR 541	Selected Topics/Oral-Maxillofacial Surgery		F/1	1	
	ENDO 538	Endodontics	P/2	F/1	3	
	GERI 532	Geriatric Dentistry II		F/1	1	
	IMPL 538	Implant Prosthodontics	P/.5	F/.5	1	
	NPSC 532P	Pharmacotherapeutics		F/1	1	
	ORTH 538	Orthodontics	P/1	F/1	2	
	PEDS 538	Pediatric Dentistry III	P/3	F/3	6	
#	PERI 538	Periodontics		P/4	F/4	8
	PRAC 532	Practice Management I		F/.5	0.5	
	PROF 538	Profession/Professionalism II	P/1	F/1	2	
	RADI 538	Radiology III	P/1	F/1	2	
#	REST 538A	Operative Dentistry	P/2	F/2	4	
#	REST 538B	Fixed Prosthodontics	P/2	F/2	4	
#	REST 538C	Removable Prosthodontics	P/2	F/3	5	
	SPTC 532	Special Patient Care		F/1	1	
	TXPL 58	Treatment Planning II	P/1	F/1	2	
			29.5	31	60.5	
D4	CCPM 548	Comprehensive Care/Practice Management IV	F/6	F/6	12	
	CSLX 548	Community Service Learning Experience	P/3	F/3	6	
	DNTS 548	Special Topics: Senior Electives	P/.5	F/1	1.5	
	DSCP 548	Oral Medicine & Diagnostic Sciences	P/2	F/1	3	
	DSUR 548	Clinical Oral-Maxillofacial Surgery	P/2	F/2	4	
	ENDO 541	Advanced Endodontics	F/1		1	
	ENDO 548	Clinical Endodontics	P/1	F/1	2	
	ORTH 548	Orthodontics	P/1	F/1	2	
	PEDS 548	Pediatric Dentistry IV	P/3	F/3	6	
#	PERI 548	Periodontics		P/3	F/3	6
	PRAC 542	Practice Management		F/.5	0.5	
	RADI 548	Radiology IV	P/.5	F/.5	1	
#	REST 548A	Operative Dentistry	P/1	F/1	3	
#	REST 548B	Fixed Prosthodontics	P/3	F/3	6	

Year	Course #	Title	Fall	Spring	Total
#	REST 548C	Removable Prosthodontics	P/3	F/3	6
	TXPL 548	Treatment Planning III	P/1	F/1	2
	DAGD 551	AGD/Diamond Scholars Program I	10		
	DAGD 552	AGD/Diamond Scholars Program II		10	
	DSCP 551	Geriatrics/Special Patient Care Clerkship I	10		
	DSCP 552	Geriatrics/Special Patient Care Clerkship II		10	
	DSUR 551	Oral Surgery Clerkship I	10		
	DSUR 552	Oral Surgery Clerkship II		10	
	FOUN 551	Forensic Odontology Clerkship I	10		
	FOUN 552	Forensic Odontology Clerkship II		10	
	IMPL 551	Implant Prosthodontics Clerkship I	10		
	IMPL 552	Implant Prosthodontics Clerkship II		10	
	NPSC 551	Research Clerkship I	10		
	NPSC 552	Research Clerkship II		10	
	ODSC 599	Research with Mentor (0.5-12 credits)		variable	
	OMED 551	Oral Medicine Clerkship I	8		
	OMED 552	Oral Medicine Clerkship II		8	
	ORTH 551	Orthodontics Clerkship I	2		
	ORTH 552	Orthodontics Clerkship II		3	
	PEDS 539	Pediatric Dentistry Elective	3		3
	PEDS 551	Pediatric Dentistry Clerkship I	7		
	PEDS 552	Pediatric Dentistry Clerkship II		7	
	PERI 551	Periodontics Clerkship I	10		
	PERI 552	Periodontics Clerkship II			10
	PROS 551	Removable Prosthodontics Clerkship I	10		
	PROS 552	Removable Prosthodontics Clerkship II		10	
	REST 551	Fixed Prosthodontics Clerkship I	10		
	REST 552	Fixed Prosthodontics Clerkship II		10	

DEPARTMENTS AND PROGRAMS

CLERKSHIP PROGRAM

Elective clerkships allow selected fourth-year students to pursue further studies in departmental activities specially designed to meet their needs and interests. Students devote a portion of their clinic time to these specialized programs; the remaining clinic time is spent in the comprehensive treatment of patients in the regular program. Clerkships are available in basic science and clinical disciplines, and several incorporate off-campus clinical experiences in various practice settings.

CLINICAL DENTISTRY

The clinical education program is designed to fulfill competency-based criteria by providing each student with a broad background of clinical experience based on the philosophy of prevention and comprehensive patient care. Although the need for the treatment of existing disease is of paramount importance, the clinical program stresses long-term complete dental care founded on preventing the occurrence or recurrence of disease. Each student provides patient care in a general practice in a manner similar to practitioners in the community.

Clinical areas for predoctoral instruction are designated primarily for general practice teams. Clinical instruction is accomplished using dentist-managers, general dentists

and specialists providing interdepartmental instruction for the student, and the highest level of dental care for the patient. The clinical program functions year round to provide continuity of patient care.

CLINICAL SIMULATION

Director of Simulation Facilities, Applications, and Research: Gary Hack, DDS

Clinical simulation realistically prepares students for the performance of patient care procedures and is employed in both the undergraduate dental and dental hygiene curricula.

As a basis for their performance of finite psychomotor skills, students are introduced to the principles of human-centered ergonomics early in their first year. They learn to derive a posture, position, and process for practice in ways that enable the attainment of occupational health and peak performance without compromise of task, patient, or self. Students learn to perform dental procedures to high standards of precision, quality, and accountability on lifelike manikins in simulated and real practice settings, before treating patients. This is accomplished in the School of Dentistry's state-of-the-art clinical simulation unit that replicates the features of a dental practice operatory, and the general practice clinics in which patients receive care. Professional skills and habits acquired in realistic clinical simulation

ensure student ease, confidence, and competence in their later application to patient care.

DENTAL PUBLIC HEALTH

Professor and Chair: Richard Manski, DDS, PhD

In its teaching, research, and service activities, the Dental Public Health continually develops, evaluates, and disseminates information and methods to meet the needs of the providers and recipients of oral health care. The major areas of teaching responsibility are pediatric dentistry and behavioral sciences for the predoctoral dental program, dental hygiene at the bachelor's and master's levels, and postgraduate pediatric dentistry.

The department conducts research in clinical trials, oral epidemiology, practice administration, quality assurance, behavioral sciences, orofacial pain, geriatric dentistry, oral health services, oral health policy, study of dental caries in minority populations, effects of preventive interventions on caries in infants and young children, nutrition and oral health, and the evaluation of therapeutic agents through clinical trials.

ENDODONTICS, PROSTHODONTICS AND OPERATIVE DENTISTRY

Associate Professor and Chair, Ashraf Fouad, DDS, MS

The department is responsible for major segments of the predoctoral dental curriculum encompassing endodontics, dental anatomy, occlusion, dental biomaterials, operative dentistry, and fixed and removable prosthodontics. The department also conducts a three-year certificate program in postgraduate endodontics and a three-year certificate program in postgraduate prosthodontics in which students are trained to manage and treat complex prosthodontic patients.

The department has an active research program including the areas of endodontic infections and their relationship to systemic disease, dental materials, nanocomposites, calcium phosphates, regenerative biology, novel methods of controlling tooth sensitivity, evaluation of physical properties of numerous dental materials, and bioactive ceramics.

GENERAL DENTISTRY

Professor and Chair: Douglas Barnes, DDS

Our mission is to educate the students in the art, science and practice of dentistry and to promote professional standards of excellence. We provide students with the highest quality multidisciplinary educational approach. The students are mentored to model proper patient care, promote evidence-based dentistry, lifelong

learning, desire to pursue advanced training and foster attachments with institutions of higher learning. We are committed to improving oral health and the quality of life for the people of Maryland.

MICROBIAL PATHOGENESIS

Professor and Chair: Patrik M. Bavoil, PhD,
Associate Professor

The department conducts multidisciplinary research in microbial pathogenesis, educates students in the biology of oral and other microbial pathogens, and provides service to the School of Dentistry, the University, and the community. Continued development of the department emphasizes integration of its research activities into the graduate and post-graduate programs of the School of Dentistry through a faculty-driven curriculum in interactive classroom settings as well as department-supported research projects.

NEURAL AND PAIN SCIENCES

Professor and Chair: Joel D. Greenspan,
PhD, Professor

This is a research-intensive department focused in the area of neuroscience, with a strong emphasis on the neurobiology of pain. Research initiatives encompass basic, translational, and clinical science programs. Educational missions involve instruction in

the School of Dentistry and Graduate School curricula and mentored research training for both predoctoral students and post-doctoral fellows.

ONCOLOGY AND DIAGNOSTIC SCIENCES

Professor and Chair: Li Mao, MD

In addition to providing instruction in radiology, oral medicine, and diagnostic sciences for the predoctoral program, the department presents courses for graduate and postgraduate students and offers programs leading to a certificate in Oral and Maxillofacial Pathology and/or a doctoral degree. Also, graduate training programs are offered in surgical, clinical, and experimental pathology. Research and graduate training are conducted in the pathobiology of cancer, connective tissues, stress proteins, developmental biology, dental management of medically compromised patients, prevention of infection in immunocompromised patients, evaluation of drugs to treat bacterial and fungal infections of the oral cavity and the role of viruses in cancer and its treatment.

ORAL AND MAXILLOFACIAL SURGERY

Professor and Chair: Robert A. Ord, DDS,
MD, MS

The department provides instruction in the second, third and fourth years of the predoctoral program. A Year IV clerkship elective in Oral-Maxillofacial Surgery

provides students an opportunity to perform more advanced dentoalveolar surgery and participate more fully in surgical care at the University of Maryland Medical Center. The postgraduate program in oral-maxillofacial surgery includes training at the University of Maryland Medical System and University of Maryland School of Dentistry. Research is conducted in chemoprevention of oral carcinoma and pain management techniques. The department is also involved in evaluation of analgesics for postsurgical pain control and tumor immunology.

ORTHODONTICS/PEDIATRIC DENTISTRY

Professor and Chair: Eung-Kwon Pae, DDS, MSc, PhD

Predoctoral instruction in orthodontics provides a strong foundation for delivery of limited orthodontic treatment as part of an adult and child patient's comprehensive dental care. Clerkship and other elective opportunities are available for those who wish to pursue additional course work and clinical experience. The postgraduate

program prepares students for specialty certification by the American Board of Orthodontics.

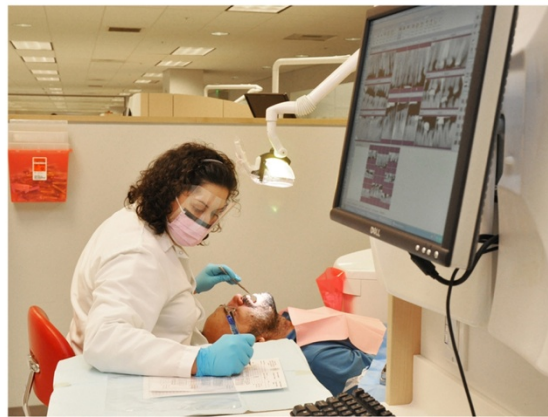
The department conducts research in growth and development, experimental and diagnostic imaging, the biology of tooth movement, properties and biocompatibility of orthodontic materials, and the physiology of facial musculature.

PERIODONTICS/DENTAL HYGIENE

Professor and Chair: Mark A. Reynolds, DDS, PhD

The department provides instruction in periodontics for predoctoral and postgraduate students. Interested students have the opportunity to choose from a broad range of additional experiences and research opportunities.

The department conducts research in regenerative therapy, microbial genetics, chemotherapeutic agents, periodontal pathogens, implantology, and biostatistics.



DENTAL HYGIENE PROGRAMS

GENERAL INFORMATION

The School of Dentistry offers a Bachelor of Science in Dental Hygiene. The baccalaureate degree can be earned in one of two educational programs: the Preprofessional/Professional Program (entry-level program) and the Degree Completion Program (for students who already are Registered Dental Hygienists). The objective of both baccalaureate programs is to imbue the students with the knowledge, skills, attitudes, and values needed to assume positions of responsibility in a variety of health care, educational, research, and community settings. In addition, these programs are designed to provide a foundation for graduate study in dental hygiene or related disciplines.

The dental hygienist, as a member of the oral health care team, strives to improve oral health by providing preventive, therapeutic, and educational services to the public. Clinical dental hygiene services include assessing patients' general and oral health status and correlating oral with systemic findings, conducting periodontal and caries evaluations, removing deposits and stains from teeth, making radiographic images, evaluating patient outcomes, conducting oral cancer screenings, and applying fluorides and sealants. Educational and management services for individuals and/or groups may include tobacco use prevention, and cessation; providing nutritional and oral hygiene

counseling; conducting educational programs; and planning, implementing, and evaluating community oral health programs.

MISSION

The mission of the University of Maryland, School of Dentistry is to improve the quality of life in Maryland through education, research and service related to health, with special emphasis on improving dental, oral and craniofacial health.

In support of this mission, the Dental Hygiene Program educates future leaders in the profession by offering undergraduate and graduate programs in dental hygiene. The program provides continuing education for dental and dental hygiene professionals, conducts research relevant to dental hygiene education and practice, and disseminates this knowledge. The program also provides high quality oral health care services to residents of Maryland and the region, and provides consultative and other services to governmental and private agencies, professional organizations and the community through the leadership and expertise of its faculty and contributions of its students. The program endeavors to recruit, retain and develop high quality, productive faculty who accept responsibility for advancing knowledge in the field of dental hygiene. Faculty foster intellectualism and offer a professional education for dental hygiene students that

embodies excellence and relevance. The faculty strives to prepare graduates who can provide dental hygiene services with competence in any setting in accordance with ethical codes of the profession and statutory provisions for dental hygiene practice.

EMPLOYMENT OPPORTUNITIES IN DENTAL HYGIENE

The majority of dental hygienists are employed in private dental offices. However, there are increasing opportunities for those with baccalaureate and graduate degrees; other opportunities are available in community, school, and public health programs; private and public institutions; armed forces; research; private industry; and other special areas of practice.

ACADEMIC POLICIES

GRADING POLICIES

Clinical Grading Criteria

The computer grading program is designed to reflect the following grade definitions:

Evaluation Criteria:

Clinical grading is based on the following scale:

Superior – (100) 90-100% – Represents a high level of performance/competence with difficult cases – no improvement necessary

Acceptable – (88) 80-89% – Represents an acceptable level of performance/competence with minimally to moderately complex cases – minimal improvements necessary

Needs Improvement – (79) 70-79% – Represents an average to minimal level of performance, improvements are necessary

Unsatisfactory – (60) – 74% and below – Represents unacceptable level of performance, significant improvements are necessary

Classroom Grading Criteria

The criteria that will be utilized to determine a grade will be specified in each course syllabus. Most courses use the following scale; numerical grades are entered for clinical competencies; the scale is as follows:

Grading Scale

A	90-100
B	80-89
C	70-79
F	below 60

Grades at the Time of Withdrawal

The following grades are used when students withdraw after the beginning of the course:

WD - Withdraw: This grade indicates withdrawal during the first half of the course.

WP - Withdraw Pass or WF - Withdraw Fail: This grade denotes student performance to date when withdrawal occurs *after the first half* of the course.

1. Information related to the grading criteria for each course is stated in the course syllabus that is distributed at the onset of the course. Dental hygiene courses must be passed with a C grade or better.

2. A failed course may be repeated once. If the course is not passed the second time, the student will not be able to continue in the entry level program.

3. Students must register and pay tuition for repeated courses. The original course and grade remain on the transcript but the grade is excluded from the grade point average when the course is repeated.

4. I grade: An "I" (incomplete) is entered when students have not completed all course requirements (e.g. course extends beyond due date for grade submission, missing exam or assignment). In the event course work is not completed by the end of the following semester, the "I" will be changed to an F (failing) grade. This policy does not apply when a student fails a course and needs to retake it in a subsequent semester.

Academic Retention and Advancement

At mid-semester and at the end of each semester, the Dental Hygiene Progression Committee meets to review the progress of each student. The committee is composed of members of the School of Dentistry administration, dental and dental hygiene faculty. The Progression Committee utilizes the following policy guidelines in making their decisions.

General Guidelines

1. The Progression Committee may conditionally advance to the next semester students who are required to remediate or repeat a course or component.

2. When a student demonstrates continued unsatisfactory progress toward meeting course or degree requirements, the Progression Committee may recommend to Faculty Assembly that the student repeat courses or be dismissed.

3. Students may appeal actions of the Progression Committee and the Faculty Assembly by writing to the Dean of the School of Dentistry stating their justification for the appeal. The Dean may request the Progression Committee to reconsider its decisions and recommendation.

4. All preprofessional courses must be completed by the end of the spring

semester prior to enrolling in the program. Sixteen (16) to twenty (20) of the science credits MUST be complete at the end of the fall semester prior to enrollment. It is the student's responsibility to ensure that all preprofessional course credits have been properly transferred and recorded on their UMB transcript.

5. Degree Completion students must ensure that off-campus course transcripts are sent to UMB and properly recorded on their UMB transcript. They must also ensure that all transfer credits are recorded on their UMB transcript.

Remediation

1. Remediation may be provided to enable students to master course content in a course. The course faculty will identify specific areas for remediation.
2. Students may be permitted to remediate without alteration to their schedule, providing the remediation can be accomplished concurrently with the student's course load.
3. A specific schedule for completion of remediation will be developed by the respective course director. A copy of the remediation plan will be given to the division director, course coordinator, faculty and student. A copy of the plan will be placed in the student's division file.

4. Original exam and/or assignment grades will be used to calculate the course grade.

Special Scheduling

1. Students in the three-year curriculum have individualized schedules that incorporate the Professional Curriculum courses in three academic years.
2. Students who are required to repeat one or more courses may be pleased on a modified curriculum plan. This plan will be based on appropriate course sequencing for clinical and didactic courses.
3. Students on modified curriculum plans may require additional semesters to complete the program.

Academic Probation

Dental Hygiene Progression Committee

The Dental Hygiene Progression Committee reviews the performance of each Dental Hygiene student at the middle and end of each semester. On the basis of progress and final grades, the Committee determines one of the following actions for each student:

- Unconditional advancement
- Remediation
- Conditional advancement

- Probationary advancement (repeat a course, repeat or remediate the year)
- Academic dismissal recommendation to the Faculty Assembly

The Faculty Assembly must approve all recommendations pertaining to academic dismissal or graduation. A description of the determination actions appears below.

Student Attendance

A student who does not meet published Dental Hygiene attendance policies and Dental Hygiene course standards for attendance may lose the opportunity for remediation. Students with a pattern of unexcused absences who receive one or more failing or deficient grades may be recommended for dismissal. Extenuating circumstances should be identified at the time the absence occurs.

Appeals

A student may appeal the determination of the Dental Hygiene Progression Committee or the Faculty Assembly on the basis of compelling additional information or extenuating circumstances, either of which could not have been previously considered. The appeal must be made in a written submission delivered to the Dean for Academic Affairs and the Director of the Dental Hygiene Program.

The appeal must be submitted within 5 working days of the date on which the student receives written notification of the determination of the Progression Committee or the decision of the Faculty Assembly. The written appeal must include: the decision the student is appealing; the compelling additional information or extenuating circumstances that could not have been previously considered by the Progression Committee and the reason why the information was not previously presented; and the academic status that the student is requesting. The student may present and prioritize more than one alternative academic status.

The appeal will first be reviewed by an ad hoc panel composed of the Dean for Academic Affairs and two department chairs to determine if the appeal reasonably meets the specified criteria. Should the panel determine the appeal does not reasonably meet the specified criteria, the appeal will be denied. In these circumstances, there is no further consideration and the determination of the Progression Committee or the decision of the Faculty Assembly is final.

If the ad hoc panel determines the appeal reasonably meets the specified criteria, the panel will forward the appeal for consideration to the appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly. The appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly will review the appeal, meeting within ten working days of

receiving the appeal from the ad hoc panel when feasible.

The appropriate body will issue a written decision on the appeal, acting within five business days of meeting, when feasible. The appeal decision of the appropriate body, either the Dental Hygiene Progression Committee or the Faculty Assembly, is final and there is no further appeal. Decisions of the Dental Hygiene Progression Committee will be forwarded to the Faculty Assembly for information. Decisions of the Faculty Assembly will be forwarded to the Dean for information. In all cases, a record of the decision will be made part of the student's academic file.

Determination Actions Unconditional Advancement

Students must achieve a 2.00 grade point average and receive passing grades in all courses to advance unconditionally to the next semester.

A grade equivalent of 2.00 or higher must be earned in all courses applied to earning the Bachelor of Science Degree in Dental Hygiene. A student must attain a cumulative GPA of 2.00 or higher to qualify for graduation.

Probationary Advancement

A student receiving a grade below C in any course will be on academic probation and is required to remediate (if applicable) or

repeat the course and obtain a passing grade of C or higher. A student may repeat a course only one time. If the student does not pass the repeated course with a grade of C or higher, the student is subject to probationary advancement or may be academically dismissed from the Dental Hygiene program subject to discretionary review by the Faculty Assembly.

Any student who does not pass a core Dental Hygiene course (e.g; DHYG 311 or DHYG 316), is subject to academic probation or may be academically dismissed from the Dental Hygiene program subject to discretionary review by the Faculty Assembly .

Any student earning a semester or cumulative GPA below a 2.00 or earning below a C in any course, will be placed on academic probation. The Dental Hygiene Progression Committee may recommend to the Faculty Assembly that a student who is on academic probation for more than one semester be dismissed from the Dental Hygiene Program.

At the discretion of the Dental Hygiene progression committee, students with a final grade of F in one or more courses at the end of the semester:

1. May be permitted to advance on academic probation. During the probationary semester, the student must remediate (if applicable), or repeat all courses in which there was a deficiency to a passing grade of C, achieve a minimum

grade point average of 2.00, and must pass all courses with a grade of C, taken during the probationary academic semester. Failure to do so will result in dismissal from the Dental Hygiene program subject to discretionary review by the Faculty Assembly.

2. May be placed on academic probation and assigned to a special academic program where the student may complete the curriculum over additional terms, with special conditions as specified by the Progression Committee if applicable.
3. May be subject to immediate dismissal from the program as determined by the Dental Hygiene Progression Committee and approved by the Faculty Assembly.

Academic Dismissal

If the Progression Committee determines that probation or remediation will not bring the student to a passing level, immediate dismissal will be recommended to the Faculty Assembly.

Students who are not making satisfactory academic progress may be subject to reduction of financial aid. Policies and procedures are available from the Director of Financial Aid.

Students who are not making satisfactory academic progress may be subject to reduction of financial aid. Policies and procedures are available from the Director of Financial Aid.

Policy for Appeal of Advancement Decisions

Appeals Process

The following guidelines have been established to review appeals of decisions made by the Dental Hygiene Progression Committee, or in cases of dismissal, decisions made by the Faculty Assembly. This mechanism will not be used to dispute the published advancement guidelines which have been approved by the Faculty Assembly.

1. A student wishing to appeal an advancement or dismissal decision must initiate the appeal process within 5 working days of receiving written notification from the Office of Academic Affairs regarding Progression Committee decisions, or from the Dean regarding dismissal decisions made by the Faculty Assembly. In this written appeal, the student must present evidence of compelling additional information or extenuating circumstances not previously considered and the reason why the information was not previously presented. The written appeal must include: the decision the student is appealing; the specific basis for the appeal, including appropriate supporting documentation; and the academic status that the student is requesting. The student may present and prioritize more than one alternative.

2. The appeal, which must be submitted in writing to the Associate Dean for Academic Affairs and Student Affairs, will be reviewed by a panel composed of the Associate Dean for Academic Affairs and Student Affairs and the Chair of the Dental Hygiene Progression Committee.

3. The review panel will determine whether the student's written appeal meets the criteria outlined above. Should the panel determine that an appeal lacks the required evidence, the appeal will be denied. In these circumstances, there is no further appeal.

4. Should the panel determine that an appeal meets the required criteria outlined above, the panel will forward the appeal to the Progression Committee for its consideration.

5. The Dental Hygiene Progression Committee will meet within ten working days, when possible, of receiving the initial appeal request from the review panel.

6. The Committee will issue a written decision within five days of its meeting, when possible. The Committee's decision is final and there is no further appeal. The Committee's decision shall be forwarded to the Faculty Council for information.

Attendance and Course Participation

Students are expected to be in all assigned clinics whether or not a patient is

scheduled. If a student does not have a patient, options for volunteer blocks are described in the clinical course outlines.

The student must contact patients and cancel appointments as soon as he/she knows he/she will be unable to attend a clinic session.

Students are required to complete an absence form (available electronically in the Course Information section of each dental hygiene course) for all absences and schedule a make up for work missed. Course specific attendance policies are described in each course syllabus.

Course Participation:

Participation and Punctuality:

Students are expected to participate in all classes in their entirety whether online or in-person. The amount of material that will be covered demands the maximum use of the student's time.

1. Some clinical, classroom and laboratory activities cannot be made up if missed; if missed, students could be unprepared for subsequent experiences. The Division of Dental Hygiene expects students to be present for all mandatory clinics and classes. If a student does not have a patient, options for volunteer blocks are described in clinical course outlines.

2. To qualify for any excused absence (religious holiday, scheduled event); students are required to submit an absence form to their course coordinator within the first 10 days of the semester. If a scheduled examination is missed due to an excused absence, the student MUST take the exam within 24 hours or will have a zero.

3. In the event of an emergency, death, or illness, it is the student's responsibility to notify the Division of Dental Hygiene office (410-706-7773) and his/her course coordinator as soon as possible if he/she will be unable to attend a mandatory class or clinic. It is his/her responsibility to cancel any scheduled patients.

Registration

Students must register for coursework each semester in order to maintain degree candidacy. The School of Dentistry Office of Academic Affairs distributes specific information about registration prior to registration dates.

Those students who advance register and subsequently decide not to attend must notify both the Dental Hygiene Program and the Office of Academic Affairs prior to the first day of classes.

If the Office of Academic Affairs has not been notified by 4:00 p.m. of the last day before classes begin, it is assumed that the student plans to attend and the student

assumes financial obligations for that semester.

Students may advance-register on-line through the Student UseR Friendly System (SURFS). After classes begin, students who wish to add/drop or withdraw must follow the university procedures and should contact the Dental Hygiene Office to initiate the process. Students who are registered for classes at other USM campuses must also follow the add/drop and withdrawal procedures at those campuses.

Students will be exempt from campus-sponsored health insurance if they present proof of comparable coverage to the Office of Student and Employee Health once each year. If such proof is not received by the Office of Student and Employee Health, the student will be required to pay for the student policy.

Students who take courses at other USM campuses while enrolled in the Dental Hygiene Program must register at both UMB and the other campus. Inter-campus registration forms may be obtained from the Office of Academic Affairs.

All courses taken at other institutions that are to be used toward graduation requirements must be documented via official transcripts submitted to the Office of the Registrar. Each student must assume responsibility for submitting all necessary transcripts.

Tuition and Fee Payment Policy

UMB's tuition and fees policy stipulates that all tuition and fees are due and payable on or before the due date stipulated on the bill issued by the Office of Student Accounting. Any student who does not make payment to the Cashier's Office by the due date may be denied class attendance.

Students will not be permitted to register (advance or arena registration) if they have outstanding bills. Students who are not officially registered may not be permitted to attend any classes or clinics.

Degree Requirements

1. A minimum of 120 credits* is required for graduation from both the entry-level and Degree Completion BS programs.
2. A cumulative grade point average of 2.0 is required for graduation.
3. All courses must be passed according to course/program guidelines.
4. A diploma application must be filed with the Office of the Registrar, University of Maryland Baltimore before the stated deadline in order to receive the diploma at Commencement.

Withdrawal

Should a student desire or be compelled to withdraw from the School at any time, she/he must:

1. Arrange an appointment to meet with the Department Chair and Program Director.
2. Write a brief letter to the Department Chair and Program Director explaining the reason for withdrawal.
3. Secure a withdrawal form from the Department Chair and obtain the appropriate signature from the Associate Dean for Academic Affairs and Student Affairs, Dean's Office, School of Dentistry.
4. Submit the signed withdrawal form to the Office of Academic Affairs, School of Dentistry.

Readmission to the Dental Hygiene Program

Subsequent to dismissal or withdrawal for academic deficiencies, with extenuating circumstances, readmission may be sought by reapplication to the Dental Hygiene Program. In order to initiate the readmission procedure, the former student shall submit a letter, with supporting documents, (current application, etc.) indicating the reasons for reconsideration, to the Office of Admissions and Career Advancement, requesting readmission to the Dental Hygiene Program. Students dismissed for violations of the Professional

Code of Conduct are ineligible for readmission.

Once the letter of application has been processed by the Office of Admission and Career Advancement, the Committee on Dental Hygiene Recruitment and Admissions will consider the student for readmission. The process of reconsideration will or may include a careful review of the student's academic record, a study of the reasons for readmission, an assessment of the student's potential for academic progress in the future, and consultation with the appropriate departments, the Progression Committee, and administrative and non-administrative faculty members within the School of Dentistry. Recommendations relative to the readmission will be referred to the committee on Dental Hygiene Recruitment and Admissions in conjunction with the Office of Admissions and Career Advancement for final decision and notification, including conditions for readmission, where appropriate. Decisions resulting from due process of this policy are not subject to appeal.

DENTAL HYGIENE PROGRAMS

PREPROFESSIONAL/PROFESSIONAL BACCALAUREATE PROGRAM

This program consists of two main parts: a two-year preprofessional curriculum at one of the University of Maryland campuses or at another accredited college, community

college or university, and a two- or three-year professional curriculum at the University of Maryland School of Dentistry.

TWO-YEAR PREPROFESSIONAL CURRICULUM

A listing of the courses and credit hour requirements for the preprofessional curriculum follows. These courses provide a foundation in basic sciences, social sciences, and general education. Students are encouraged to contact with the dental hygiene advisor each semester to ensure appropriate course scheduling.

Note	Courses	Credit
	English Literature	3
	English Composition	3
	Technical Writing	3
*	Inorganic or General Chemistry	4
*	Organic Chemistry	4
	General Biology	4
*	Human Anatomy and Physiology I, II	8
*	Microbiology	4
	Principles of Nutrition	3

Note	Courses	Credit
	Statistics	3
	General Psychology	3
	General Sociology	3
**	Humanities	3
***	Social Sciences	6
	Public Speaking	3
	Total Curriculum Credits	57

* These courses must include a laboratory and meet the requirements for science majors. Survey or terminal courses for nonscience majors are not acceptable for transfer.

** Humanities: Courses must be selected from the following areas: literature, philosophy, history, fine arts, speech, math, or language.

*** Social Sciences: General psychology and sociology are required; the remaining six credits should be selected from courses in psychology, sociology, political science, government, culture studies, economics, business or anthropology.

APPLICATION AND ADMISSION PROCEDURE

High school students who wish to enroll in the preprofessional curriculum should request applications directly from the admissions office of any of the University of Maryland campuses or any accredited college or university. It is recommended that those preparing for a baccalaureate degree in dental hygiene pursue an academic program in high school that includes courses in biology, chemistry, algebra, and social sciences. Applicants should note the University of Maryland policy concerning prevention and management of student and employee infection with bloodborne pathogens, page 81, and the School of Dentistry's technical standards for admission and matriculation,

page 82. In addition, individuals who have a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure to practice dental hygiene after graduation.

TWO-YEAR PROFESSIONAL CURRICULUM (junior year and senior year)

The professional curriculum includes clinical and didactic courses in the School of Dentistry. Throughout these two years, dental hygiene students work concurrently with dental students to provide patient care.

During the first year, students expand on their preprofessional basic science knowledge as it pertains to dental hygiene practice. In both laboratory and clinical settings, the students begin to develop the skills, knowledge and judgment necessary to collect data for patient treatment; assess each patient's oral health status; and select and provide preventive, therapeutic, and educational services based on the individual needs of the patient.

During the second year, students demonstrate increasing proficiency, critical thinking, and self-direction in assessing patients' oral health status, planning and providing clinical services and identifying the need for consultation and referral. To enrich their educational experiences, students provide educational and/or clinical services in School of Dentistry specialty clinics and a variety of community settings, such as hospitals; schools; and facilities for the special needs patients, chronically ill,

and aged. Dental hygiene students also have an opportunity to work with dental students as primary providers for the physically and mentally challenged, and individuals with serious medical conditions or infectious diseases.

Senior students also take courses in education, research, and management that enable them to develop fundamental skills that are necessary for various career options within the profession.

DENTAL HYGIENE CURRICULUM

Junior Year

Semester 1

Credits

DHYG 311	Prevention and Control of Oral Disease I	5
DHYG 312A	Head and Neck Anatomy	3
DHYG 312H	Oral Histology and Embryology	1.5
DHYG 312M	Microbiology	1.5
DHYG 314	Periodontics for the Dental Hygienist I	3
DHYG 316	*Oral Radiology I	2
DHYG 329	Oral Health Literacy and Communication	1

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* This course extends into the January winter season

Junior Year

Semester 2

Credits

DYHG 321	Prevention and Control of Oral Disease II	5
DHYG 323	Care and Management of the Special Patient	2
DHYG 324	Methods and Materials in Dentistry	2
DHYG 326	Oral Radiology II	2
DHYG 327	Periodontics for the Dental Hygienist II	2
DHYG 328A	General and Oral Pathology	3
DPHR 325	General Pharmacology and Therapeutics	3

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Senior Year

Semester 1

Credits

DHYG 322	Community Oral Health	3
DHYG 411	Advanced Clinical Practice I	5
DHYG 412	Perspectives of Dental Hygiene Practice	3
DHYG 413	Community Service Learning I	2
DHYG 416	Introduction to Oral Health Research	3

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Senior Year

Semester 2

Credits

DHYG 414	Educational Program Development	2
DHYG 425	Issues in Health Care Delivery	2
DHYG 421	Advanced Clinical Practice II	5
DHYG 427	Health Care Management	2

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APPLICATION AND ADMISSION PROCEDURES

College students enrolled in the preprofessional curriculum should communicate regularly with the dental hygiene Admissions Director at the School of Dentistry to ensure that the courses selected satisfy the degree requirements. Applications can be obtained online on the School of Dentistry Admissions website. Applications for enrollment in the fall semester are accepted from November 1 to February 11. Courses must be completed at the end of the semester prior to enrollment.

A minimum grade point average of 3.0 in the preprofessional curriculum is required, and preference will be given to those students who have high scholastic averages, especially in science courses. A science grade point average of 3.0 is generally encouraged for acceptance. Enrollment at another University of Maryland campus or completion of the preprofessional curriculum does not guarantee admission to the professional curriculum at the School of Dentistry. Enrollment in the dental hygiene program is limited.

Students who are offered admission will be required to send a deposit of \$250 with a letter of intent to enroll. This deposit will be credited toward tuition at registration, but

will not be refunded in the event of failure to enroll.

PROJECTED AVERAGE EXPENDITURES

In addition to the expenses of tuition and fees listed on the Student Accounts website, junior dental hygiene students (depending on site and specific program) should estimate spending \$1,800 on instrument service, uniforms, and supplies and \$600 on textbooks. Senior dental hygiene students should estimate spending \$1,500 on instrument service and supplies, \$300 on textbooks and \$600 on regional and national board examination fees. Field experiences in both the junior and senior years may entail additional costs for travel and/or parking at sites outside the School of Dentistry.

GRADUATION REQUIREMENTS

Candidates for the Bachelor of Science degree in dental hygiene must complete the preprofessional and the professional curricula as outlined. Students must achieve a cumulative grade point average of 2.0, complete a total of 120 credits, and satisfy all financial obligations to the University to be eligible for graduation.

NATIONAL AND REGIONAL BOARD EXAMINATIONS

Clinical and comprehensive written examinations are given in the spring of the

senior year. Successful completion of these exams is necessary to obtain a license to practice dental hygiene.

DEGREE COMPLETION BACCALAUREATE PROGRAM

The degree completion program provides the opportunity for registered dental hygienists who hold a certificate or associate degree to pursue studies leading to a Bachelor of Science degree in dental hygiene.

PROGRAM REQUIREMENTS

Transfer credits consist of the student's previous dental hygiene courses and general course requirements, totaling 90 semester credits. General course requirements for the baccalaureate degree may be taken at any accredited U.S. or Canadian college or university. The courses required are the same as those listed in the Preprofessional Program freshman and sophomore years, except only one chemistry and one anatomy/physiology course is required. Transfer credits are granted for general requirements and dental hygiene courses from an accredited program. To obtain transfer credit, students must attain a grade of C or better in all courses. Consultation with the degree completion program director regarding transfer courses is recommended.

Degree Completion Requirements. Thirty credits are completed in the dental hygiene degree completion program after the specific 90 transfer credits are completed. The degree completion program at the School of Dentistry consists of two core seminars totaling six credit hours (DHYG 410, 420A; senior level didactic courses, totaling 8-12 credit hours (DHYG 412, 414, 416, 424 [optional]; 2-8 hours of practicum courses (DHYG 418-428); 2-4 credits (DHYG 426 and/or DHYG 603) electives; and 6-12 credit hours of approved academic electives, generally taken at another campus of the University of Maryland. Additional variable credit practicum courses may be taken for elective credit.

CURRICULUM PLANNING

Registered dental hygienists should submit to the degree completion program director transcripts from their dental hygiene program and all other institutions attended, so that transfer credits may be evaluated and a program developed to satisfy remaining requirements. Students should meet regularly with the advisor to ensure appropriate course scheduling.

APPLICATION AND ADMISSION PROCEDURES

In addition to meeting the general course requirements, the student applying for admission to the degree completion program at the School of Dentistry must:

- Be a graduate of an accredited U.S. or Canadian dental hygiene program.
- Be licensed in at least one state in the U.S.
- Have a minimum grade point average of 2.5.

Applications for admission may be obtained from:

The Office of Admissions and Career Development
 University of Maryland
 School of Dentistry
 650 West Baltimore St., Room 6402
 Baltimore, MD 21201

Applications should be received no later than May 1 before the fall semester for which the student wishes to enroll. Enrollment at another University of Maryland campus does not guarantee admission to the degree completion program at the School of Dentistry. Enrollment in the degree completion program is limited. Students who are offered admission will be required to send a deposit of \$200 with a letter of intent to enroll. This deposit will be credited toward tuition at registration, but will not be refunded in the event of failure to enroll.

STUDENT EXPENSES

Tuition and fees are listed on the Student Accounts website. The charges for instrument service, supplies, and uniforms are not applicable for degree completion

students. Textbook costs would be considerably lower than listed.

GRADUATION REQUIREMENTS

One hundred twenty (120) semester credit hours are required for the Bachelor of Science degree in the degree completion dental hygiene program. The last 30 credit hours toward the baccalaureate degree must be taken at the University of Maryland. Courses not offered at the School of Dentistry may be taken at another University of Maryland campus.



UNIVERSITY *of* MARYLAND
SCHOOL OF DENTISTRY

ADVANCED EDUCATION PROGRAMS

APPLICATION/ADMISSION

All applicants for specialty and residency programs must hold the DDS, DMD, or equivalent degree, and must give evidence of high scholastic achievement. All programs require a supplemental application, official transcripts of undergraduate and dental school coursework and three letters of recommendation. Requirements regarding National Board examinations vary by program. Applicants who are not citizens or permanent residents of the United States must present evidence of mastering English as a foreign language (a minimum score of 550 on the TOEFL examination is required), and must provide evidence of financial support for their studies. Further, graduates of non-U.S./non-Canadian dental schools may be required to furnish a translation and evaluation, in English, of their academic record by a certified agency. Individual specialty training programs may impose additional requirements as indicated within their program descriptions.

Applications to the programs in advanced education in general dentistry, oral and

maxillofacial surgery, orthodontics and pediatric dentistry must be made through the Postdoctoral Application Support Service (PASS). Applications to programs in endodontics, orthodontics, periodontics and prosthodontics should be made directly to the School of Dentistry. Applications for the program in oral and maxillofacial pathology are submitted to the graduate school.

To be interviewed and considered for admission to an advanced education program in general dentistry, oral and maxillofacial surgery, orthodontics and pediatric dentistry, applicants must participate in the National Matching Service.

The endodontics, periodontics, and prosthodontics programs do not participate in the National Matching Service and make offers directly to applicants.

Students intending to pursue a Master of Science or Doctor of Philosophy degree must submit a separate application to the Graduate School.

The application deadlines vary by program.

Before applying to the School of Dentistry, potential applicants should note the University of Maryland policy concerning prevention and management of student and employee infection with bloodborne pathogens and the School of Dentistry's technical standards for admission and matriculation. In addition, although the admissions process does not include questions concerning any prior criminal activity, individuals who may have had a prior or subsequent conviction or nolo contendere plea for a felony may encounter denial or removal of licensure.

All requests for applications and additional information pertaining to specialty and residency programs should be directed to:

Advanced Dental Education Programs
Office of Admissions and Career
Advancement,
Rm. 6407
University of Maryland
School of Dentistry
650 West Baltimore Street
Baltimore, MD 21201

The School of Dentistry's Web home page provides current information about all programs and admissions requirements. All requests for applications or information pertaining to the graduate programs should be directed to:

University of Maryland Graduate School
621 West Lombard Street, Room 336
Baltimore, MD 21201

SPECIALTY PROGRAMS

GENERAL INFORMATION

Advanced Specialty Education certificate programs are designed to provide successful candidates eligibility for examination by the appropriate specialty boards. A Program of 24 months is offered in pediatric dentistry. The programs in endodontics, orthodontics, periodontics, prosthodontics, and oral and maxillofacial pathology are 36 months' duration; and the oral and maxillofacial surgery residency/MD program extends over a period of six years. Qualified applicants for advanced specialty education programs may seek dual enrollment as candidates in combined certificate/degree programs. Successful candidates receive a certificate in a clinical specialty from the School of Dentistry and a Master of Science in Biomedical Sciences or the PhD in Biomedical Sciences or Oral and Maxillofacial Pathology from the University of Maryland Graduate School. All programs are accredited by the Commission on Dental Accreditation, the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

FACILITIES

All specialty programs except oral and maxillofacial surgery use individual operatories on the third floor of the dental school in an area designated Advanced

Specialty Clinics. Programs provide conference rooms for students and maintain appropriate laboratory and research facilities. Students have access to the Health Sciences and Human Services Library on the campus as well as the National Library of Medicine in Bethesda, Maryland. Also available within the dental school is an Independent Learning Center where students may use materials in a variety of media. The program in oral and maxillofacial surgery is based in the University of Maryland Medical Center, a large metropolitan teaching hospital adjacent to the dental school.

FINANCIAL SUPPORT

Stipends for postgraduate candidates may be available on a limited basis. Information regarding the extent of these stipends can be obtained by writing to individual program directors.

REQUIREMENTS FOR CERTIFICATION

A certificate of training is awarded to candidates who have satisfied all requirements of the program and have paid all debts to the University. Selected students in joint certificate and graduate programs who enter into a training agreement are required to complete the requirements of both programs before a certificate is awarded.

ACADEMIC STANDARDS FOR CERTIFICATION

In the evaluation of postgraduate student performance, the following letter grades are used:

A, B, C	passing
F	failing
I	incomplete

Students must maintain an overall B average. A course in which a grade of less than B is received may be repeated at the discretion of the department. The grade in the repeated course, whether it is higher or lower than the original grade, replaces the original grade. All failing and incomplete grades must be removed before a certificate is conferred. A course with an incomplete grade does not have to be repeated, but the requirements of the course must be satisfied before a certificate is conferred.

Further, students must demonstrate clinical competency in all areas of patient management and treatment. Any student who fails to meet these academic standards in a given semester may not be permitted to continue in the program.

ENDODONTICS

Objectives

- To train dentists to become specialists in the field of endodontics with the objective of pursuing careers in endodontics in

private practice, academics, or health related fields.

- To provide the resident with an in-depth background in the basic sciences as related to endodontics and to have the graduate integrate this background into the practice of endodontics.
- To provide advanced education and training in the field of endodontics that is consistent with the standards provided by the American Dental Association's Commission on Dental Accreditation.
- To provide an environment that will prepare residents to design, conduct, analyze, and discuss scientific research investigation.
- To provide the resident an atmosphere that fosters the appreciation of the importance and advantages of membership and participation in organized dentistry.
- To prepare residents to become Diplomats of the American Board of Endodontics.
- To provide an environment conducive to evidence-based practice and life-long learning.

Scope of Training

The program integrates both biological and clinical sciences. Lectures, seminars, and literature reviews cover diagnosis, treatment planning, treatment objectives, and a variety of topics related to endodontics and to dentistry in general.

Students attend professional meetings and continuing education courses held within the University and in the Baltimore-Washington area. The heaviest concentration of basic science material is in the first year of study. During that year, the student is expected to choose a research topic and to write a protocol for presentation to the faculty and other graduate students. The results of this research are presented at a special seminar in the last semester of study and, if possible, at a national meeting. Interspersed with the basic science courses are a variety of clinical courses supervised by trained specialists from a variety of backgrounds. The second year and third years emphasize clinical endodontics including conventional treatment, retreatment, management of emergencies, endodontics and surgery. Residents devote a significant amount of time and effort to complete their research projects. Also, appropriate time is devoted to clinical teaching during this year.

Site of Training

The major training site is at the dental school, including the Special Patient Clinic. However, rotations at the Veterans Affairs Medical Center are also included in the Endodontic program.

Number of Positions

Three

Special Admission Guidelines

- High scholastic achievement.
- Clinical experience weighted heavily.
- A personal interview is desirable.

Length of Program

36 months, Certificate with Master's degree.

ORAL AND MAXILLOFACIAL SURGERY

Objectives

- To prepare individuals for a career in the specialty of oral and maxillofacial surgery.
- To fulfill educational requirements for specialty certification by the American Board of Oral and Maxillofacial Surgery.
- To fulfill the requirements for specialty training of the Commission on Dental Accreditation.
- To fulfill fellowship requirements set forth by the American Association of Oral and Maxillofacial Surgeons.
- To fulfill the educational requirements for the MD degree and licensure.
- To fulfill the educational requirements for general surgery internship program completion.

Scope of Training Six Year Track

During the first year, students enter residency training in oral and maxillofacial surgery at the University of Maryland Medical System and University of Maryland School of Dentistry. Students participate in clinical exodontia procedures and other dentoalveolar surgery. They attend patient rounds, oral pathology seminars, a course in physical diagnosis with the second-year

medical students, combined surgical-orthodontic conferences, implant conferences, and they are assigned a two-month, off-service rotation with the Department of Anesthesiology at the University of Maryland Medical System.

During the second and third years of the residency, the oral and maxillofacial surgery residents will enter the University of Maryland, School of Medicine at the level of the third year of medical school. The residents are required to pass the U.S. Medical Licensing Examination (USMLE) Step I before entering medical school. The residents are undergraduate medical students for the next two years. At the end of the third year of the program the trainees will graduate with an MD degree after they have successfully achieved all medical school requirements.

In the fourth year of residency, the resident will enter a one-year internship in general surgery at the University of Maryland, School of Medicine. This one-year period of training will qualify the resident to obtain medical licensure in most states. During this period, the trainee will gain experience in both general medical management of the surgical patient and in principles of general surgery with rotations in trauma surgery, plastic surgery, neurosurgery, and surgical intensive care.

The fifth year of the residency program is at University of Maryland Medical System and the School of Dentistry. Fifth-year

residents perform complex ambulatory surgery in the surgery clinics of the School of Dentistry and University of Maryland Medical Center. In addition, fifth-year residents are introduced to major maxillofacial surgery procedures in the operating room. Trainees attend all departmental conferences and receive advanced instruction in oral and maxillofacial surgery. Research is considered an important factor, and all trainees are required to participate in a research project during the fifth year, suitable for presentation at the American Association of Oral & Maxillofacial Surgeons annual meeting and eventual publication. Fifth-year residents generally attend at least one regional conference of interest to oral and maxillofacial surgery.

The sixth year of residency is at the University of Maryland Medical System and the Shock Trauma Center. The chief residents are responsible for the direction of the surgical team on their service and for the care of hospitalized patients. The chief resident functions as first assistant for all of the operating room surgical procedures performed during the year. During this year, residents participate in all conferences held by the department and continue their research projects. Generation of at least one publication or presentation of an abstract at the AAOMS annual meeting is expected.

Four Year Track

During the first year, students enter residency training in oral and maxillofacial surgery at the University of Maryland Medical System and University of Maryland School of Dentistry. Students participate in clinical exodontia procedures and other dentoalveolar surgery. They attend patient rounds, oral pathology seminars, a course in physical diagnosis with other dental residents, combined surgical-orthodontic conferences, implant conferences, and they are assigned a four-month, off-service rotation with the Department of Anesthesiology and a two-month rotation with the Department of Internal Medicine at the University of Maryland Medical System and Baltimore Veterans Affairs Hospital respectively.

During the second year, residents are assigned to a two-month rotation at the Shock Trauma Center and a four-month rotation with the Department of General Surgery (one-month each of intensive care, plastic surgery, emergency surgery and surgical oncology). The remaining six months is spent with the oral and maxillofacial surgery service at a more senior level. The second year resident serves as the primary resident at the Sinai Hospital of Baltimore taking call and operating the trauma and elective cases done there.

The third year of the residency program is at University of Maryland Medical System and the School of Dentistry. Third-year residents perform complex ambulatory

surgery in the surgery clinics of the School of Dentistry and University of Maryland Medical Center. In addition, third-year residents participate in major maxillofacial surgery procedures in the operating room. Trainees attend all departmental conferences and receive advanced instruction in oral and maxillofacial surgery. Research is considered an important factor, and all trainees are required to participate in a research project during the third year, suitable for presentation at the American Association of Oral & Maxillofacial Surgeons annual meeting and eventual publication. Third-year residents generally attend at least one regional conference of interest to oral and maxillofacial surgery.

The fourth year of residency is at the University of Maryland Medical System and the Shock Trauma Center. The chief residents are responsible for the direction of the surgical team on their service and for the care of hospitalized patients. The chief resident functions as first assistant for all of the operating room surgical procedures performed during the year. During this year, residents participate in all conferences held by the department and continue their research projects. Generation of at least one publication or presentation of an abstract at the AAOMS annual meeting is expected.

Site of Training

During the course of the program, students will rotate through training sites at the

School of Dentistry, University of Maryland Medical System, Shock Trauma Center, Sinai Hospital, and the intramural faculty practice. Optional off-service rotation to other institutions in the United States will be considered on an individual basis.

Facilities

Training sites are all fully equipped for the performance of both routine and complex oral and maxillofacial surgical assessment and management.

Number of Positions

Three residency positions per year (2 six year positions; 1 four year position)

Special Admission Guidelines

- Applicants should rank in the upper 15 percent of their dental class.
- Letter of recommendation from School of Dentistry chairperson or program director of oral and maxillofacial surgery.
- A formal interview is required before acceptance of candidates.
- In accordance with University of Maryland School of Medicine policy, applicants to the combined OMS-MD program must be U.S. or Canadian citizens.

Length of Program

Six years (72 months), including two years at the University of Maryland School of Medicine, and one year in general surgery internship at the University of Maryland Medical System. Four years (48 months), including one year of rotations on various medical services.

*ORAL AND MAXILLOFACIAL PATHOLOGY

Refer to graduate programs.

ORTHODONTICS

Objectives

- To prepare students for a career as an orthodontist in clinical practice and/or academics.
- To allow individuals to obtain substantial experience in clinical care, teaching and research.
- To fulfill the educational requirements for specialty certification by the American Board of Orthodontics.

Scope of Training

Students gain experience in the treatment of patients with all types of dentofacial deformities. A broad mastery of alternative techniques with different variations of the Edgewise appliance is emphasized, along with modern forms of removable appliances. Treatment is provided for

adults, adolescents, and children. Students also provide orthodontic treatment in complex rehabilitation cases in coordination with graduate students in prosthodontics, periodontics, endodontics, and pediatric dentistry. Surgical orthognathic cases are treated in conjunction with oral and maxillofacial surgery residents at the University of Maryland Medical System.

Through an extensive series of lectures, seminars, and case conferences, a comprehensive didactic background in relevant basic sciences and clinical orthodontics is provided. Each student, working with faculty supervisors chosen from the dental school and university, must complete an original research project.

While pursuing a certificate in orthodontics, students are enrolled in a Master of Science degree program in biomedical sciences. Courses taken for the master's degree also satisfy some certificate requirements. Students also serve as instructors in the predoctoral didactic, pre-clinical and clinical programs.

Site of Training

Most of the clinical and didactic program takes place within the dental school. The clinical program is conducted in a modern, eighteen chair clinic. Off-campus experiences include attendance at the craniofacial anomalies clinic at James Lawrence Kernan Hospital and The Johns

Hopkins Hospital. The program brings in guest lecturers, and students attend continuing education courses sponsored by the Maryland State Society of Orthodontics, The Middle Atlantic Society of Orthodontists, and the American Association of Orthodontists.

Number of Positions

Four

Length of Program

Three years

PEDIATRIC DENTISTRY

Objectives

- To prepare individuals for careers in patient care, public health, or academics.
- To develop clinical skills in treating normal children with advanced dental needs, as well as growth and development or handicapping conditions.
- To encourage our trainees to be life-long learners and to make a difference in society.
- To prepare our trainees to be successful in obtaining Board Certification in the specialty of Pediatric Dentistry.
- To fulfill the educational requirements for specialty

certification by the American Board of Pediatric Dentistry.

Scope of Training

Academic course work occupies approximately 20 percent of the postdoctoral students' time and includes case conferences, research methods, orthodontic diagnosis, laboratory technique, literature review, oral pathology, general anesthesia rotation, pediatrics rotation, applied teaching, etc. The residency is based at the School of Dentistry and the University Hospital, with additional experience at Kernan Hospital and Perryville Clinic. Residents provide comprehensive dental care to their assigned patients as well as have emergency rotations. Residents also participate in conferences with the interdisciplinary medical staffs. Each student is required to complete a research project and do a poster presentation or prepare a manuscript for publication. The resident receives a certificate and meets the eligibility requirements for the American Board of Pediatric Dentistry. This program combined with a Master's degree, requiring an additional year, is intended for the clinician who wishes to pursue a career as a teacher/researcher.

Site of Training

The primary site of training is the dental school which has a 22 chair clinic devoted

to Pediatric Dentistry. Other sites include the University of Maryland Medical Center, Johns Hopkins Hospital, University of Maryland School of Dentistry Perryville Clinic and Kernan Hospital.

Number of Positions

Five positions in MATCH

Special Admission Guidelines

- PASS/MATCH Program
- Documentation of scholastic achievement, motivation and leadership. Recommendations from individuals well acquainted with the candidate.
- Professional experience.
- Personal interview.

Length of Program

Two years (3 years for Master's degree)

PERIODONTICS

Objectives

- Graduate clinicians who demonstrate proficiency with the diagnosis, treatment planning, and comprehensive treatment of periodontal diseases and dental implants.
- Graduate clinicians who demonstrate proficiency with the management and the long-term

supportive therapy of periodontal and implant patients.

- Provide graduates with a strong foundation in the scientific basis for specialty practice in periodontics, with particular emphasis on the critical use of current literature and knowledge.
- Prepare clinicians to become Diplomates of the American Board of Periodontology.
- Provide graduates with a foundation in the basic sciences sufficient to understand current literature and evaluate future advances relevant to the clinical practice of periodontics.

Prepare clinicians to work in cooperation with general practitioners and other health care specialists in the delivery of optimal comprehensive dental care.

Graduate clinicians who discover, preserve, and disseminate knowledge as well as contribute to the profession, education, and society.

Scope of Training

The Advanced Dental Education Program in Periodontics is designed to train residents in all facets of periodontology and to prepare them to become Diplomates of the American Board of Periodontology. The program is based in a core curriculum of traditional periodontics that includes training in all aspects of diagnosis, prognosis, and treatment planning.

Residents become proficient in all currently accepted modalities of surgical and non-surgical therapy. The program provides a strong foundation in the scientific basis for specialty practice in periodontics, with particular emphasis on the critical use of current literature and knowledge. Diversity in the training of faculty exposes each resident to various concepts of conventional surgical and non-surgical therapy.

Residents gain experience in managing a periodontal maintenance program. Extensive training is provided in implantology, which includes surgical preparation of the implant site and placement of implants. Clinical experiences also include contemporary bone regeneration techniques for alveolar ridge and maxillary sinus augmentation. Postgraduate students receive in-depth instruction in all areas of conscious sedation and gain experience in the administration of conscious sedation, including clinical exposure to intravenous sedation.

Residents receive experience in treating patients with all categories of periodontal diseases, particularly those patients with advanced stages of the diseases. Clinical training in oral medicine includes periodontal treatment of older adults and medically compromised patients as well as the management of non-plaque related periodontal diseases and disorders. Lectures, seminars, and conferences are

held in diagnosis, prognosis, and treatment planning, surgical techniques, periodontal maintenance, implantology, and practice management. Seminars are conducted with other specialties to interrelate all fields of dentistry and medicine; with guest consultants who are experts in their field; and with postdoctoral students in periodontics from other teaching institutions. During assignments at the Baltimore Veterans Affairs Medical Center, residents learn diagnostic methods in laboratory medicine. Residents lecture and provide clinical supervision to predoctoral dental students. The preparation and documentation of cases is a requirement for graduation from the program.

Residents also must apply for admission to the Master of Science (M.S.) program in Biomedical Sciences through the Graduate School, University of Maryland. Graduate coursework successfully completed as part of the specialty program also fulfills course requirements for the M.S. program. Residents are required to conduct a research project and to complete a paper acceptable for submission to a peer-reviewed journal or thesis in partial fulfillment of the requirements for Certificate in Periodontics. Graduates of the Advanced Dental Education Program in Periodontics receive a Certificate in Periodontics upon successful completion of program requirements. Upon submission and successful defense of the master's thesis, residents are awarded the M.S. degree in Biomedical Sciences by the

Graduate School. Completion of the requirements for the M.S. program normally occurs during the Spring Semester of the third-year of the specialty program.

The Baltimore-Washington area is rich in institutions for clinical and basic science expertise, and residents are given opportunities to interact with these valuable resources.

Site of Training

The major site of training is the dental school. Coursework also is taken at the Veterans Affairs Medical Center.

Number of Positions

Three

Special Admission Guidelines

- Applicants must have passed Parts I and II National Board Dental Examinations, with an average score of 85 or higher considered competitive.
- Applicants should rank in the upper 20 percent of their dental class.
- An interview is required before acceptance of candidates.

Length of Program

Three years (36 months)

PROSTHODONTICS

Objectives

- To provide a historical perspective of prosthodontics in a manner that will permit and encourage the student to make objective evaluations.
- To provide a comprehensive background of those biologic and allied sciences relevant to diagnosis, planning, and treatment of routine and complex prosthodontic problems.
- To provide clinical treatment experiences in the various aspects of prosthodontics with emphasis upon attainment of skills and judgment in treating complex patients.
- To prepare the candidate for examination by the American Board of Prosthodontics.
- To prepare the candidate for teaching at predoctoral or postgraduate levels.

Scope of Training

Students are trained to manage and treat complex prosthodontic patients, to include implants-surgical and restorative, maxillofacial, fixed, and removable cases. Lectures, seminars and conferences are held in basic biologic sciences and allied dental sciences related to prosthodontics. Postgraduate students gain experience in teaching as they provide clinical instruction

to predoctoral dental students. Training in research methodology is an integral part of the program and culminates as each candidate conducts and presents a research project. A Master of Science degree is available and encouraged.

Site of Training

Major site of training is the dental school.

Number of Positions

Three

Length of Program

Three years (36 months)

Special Admission Guidelines

- Students must have acceptable scholastic achievement at the predoctoral level.
- Clinical experience is preferred.
- A personal interview is required.
- References are required.

Length of Program

Three years (36 months)

ADVANCED EDUCATION IN GENERAL DENTISTRY RESIDENCY

General Information

Advanced Education in General Dentistry is a one-year residency program with an optional second year of School of

Dentistry-based advanced study and practice; a two-year comprehensive program of advanced study with joint matriculation in the Master of Science in Oral Biology program. A PhD program in conjunction with the department of oral and craniofacial biological sciences may also be combined with the Advanced Education in General Dentistry program.

Facilities

The Advanced Education in General Dentistry program operates within the dental school in its own clinic facility specially designed to include treatment areas as well as associated support areas.

Financial Support

Advanced Education in General Dentistry (AEGD) residents receive graduate medical education (GME) support through a contract with York Hospital, York, PA. In the event GME support is discontinued, the students will receive a stipend from the School of Dentistry. The School of Dentistry waives tuition and fees for courses taken toward the AEGD certificate program; however, students who are simultaneously enrolled in a Masters or PhD program pay for graduate-level courses.

Requirements for Certification

A certificate is awarded to candidates who have satisfied all requirements of the

program and have paid all debts to the University. Selected students in joint certificate and graduate programs who enter into a training agreement are required to complete the requirements of both programs before a certificate is awarded.

Academic Standards for Certification

In the evaluation of student performance, the following grades are used:

H	honors - superior
P	pass - satisfactory
F	fail - unsatisfactory
I	incomplete

Students must demonstrate competency in all clinical and nonclinical areas of the program. Any student who fails to do so may not be permitted to continue in the program.

Objectives

- To provide a clinical environment that will improve and reinforce clinical skills and knowledge in the practice of comprehensive general dentistry.
- To provide an opportunity to participate in the management of a simulated private group practice.
- To train the student, under the direction of an attending staff of general dentists and specialists, to prepare complex treatment plans and perform a wide range of clinical procedures.

- To provide experience in patient, personnel, and practice management.

Scope of Training: One-Year Program

The clinical experiences for each student incorporate a broad range of clinical cases and are designed to match specific needs and interests. Faculty assign patients on the basis of type and complexity of treatment required. Students assume the responsibility for total patient treatment and learn to serve as principal coordinator when specialist care is required.

The Advanced Education in General Dentistry environment simulates a private group practice and is one in which students are exposed to new techniques and concepts in patient care. This atmosphere is enhanced by ongoing clinical research in materials and devices, and the clinical treatment of Advanced Education in General Dentistry patients by attending faculty. Chairside dental auxiliaries, full-time hygienists, receptionist/clerks, and financial personnel facilitate the efficient delivery of services.

While students spend 80 percent of their time in the Advanced General Dentistry clinic practice facility, the remaining 20 percent is devoted to seminars that cover all dental specialties. These seminars are presented by senior faculty of the School of Dentistry and private practitioners, as well as by the Advanced Education in General Dentistry faculty. Each student prepares

and presents case reports and conducts literature review seminars.

First-year students can apply for an optional second year of training that continues and expands the postgraduate program's clinical and didactic components. Second-year students manage increasingly complex comprehensive care cases, including the placement and restoration of dental implants, and participate in the regular seminar series. In conjunction with the program director, these students also develop an in-depth seminar and literature review program to meet their individual interests and objectives. Second-year students may also be provided an opportunity to pursue areas of individual clinical and/or didactic concentration one-half day per week; e.g., conscious sedation, special patient care, oral surgery. These additional experiences must be approved by the program director.

Number of Positions: One-Year Program

16

Scope of Training: Two-Year Program

This program pursues the one-year objectives while the curriculum is centered around matriculation in the Master of Science in Oral Biology program offered within the dental school. The intent is to direct potential careers into education/research, advanced general or

specialty practice. At the same time, students treat increasingly more difficult comprehensive care patients, increase their level of independent clinical activity, and improve practice management skills. Research required for thesis development is usually conducted in a clinical or laboratory setting and offers a wide selection of interest areas such as ongoing materials studies based in restorative and esthetic dentistry, special patients, geriatrics, TMD, and implantology. Additional opportunities may be specifically tailored to provide experiences at extramural training sites, and experience in preclinical and clinical teaching areas may be provided. An additional six months to one year may be necessary beyond the 24-month program to ensure completion of all requirements for the Master of Science in Oral Biology. For those interested, a PhD program is available contingent on acceptance by the program and the Graduate School. Contact the program director if you desire to be considered for this program.

Number of Positions: Two-Year Program

One or two

Site of Training

The Advanced General Dentistry clinic is located on the ground floor of the dental school. This clinical facility consists of 38 units and all associated support areas such as reception, X-ray, and laboratory and contains state-of-the-art equipment such

as a CO₂ laser, digital radiography, and air abrasion unit.



UNIVERSITY *of* MARYLAND
SCHOOL OF DENTISTRY

GRADUATE PROGRAMS

GENERAL INFORMATION

Graduate programs leading to the Doctor of Philosophy (PhD) and Master of Science (MS) degrees are offered as follows:

- PhD
- DDS/PhD
- DDS/MPH or DDS/MSCR
- Dental Postgraduate Certificate/MS-PhD
- Oral and Experimental Pathology (MS; PhD)

Special admissions requirements are noted for each graduate program. Persons who meet these requirements may apply for admission to the Graduate School through an online application form at the University of Maryland, Graduate School website.

DOCTOR OF PHILOSOPHY

School of Dentistry faculty are affiliated with the Graduate Program in Life Sciences at the University of Maryland.

Applicants seeking admission to the PhD program should consult the dental school website for more information and to apply on-line. The following courses are offered by School of Dentistry faculty and may be taken for credit toward any of the above-listed graduate degrees pending approval of the student's advisory committee.

COMBINED DOCTOR OF DENTAL SURGERY AND DOCTOR OF PHILOSOPHY

Developed in response to the strong demand by universities, hospitals and laboratories for biomedical researchers in the oral health arena, the DDS/PhD program prepares outstanding clinical and basic biomedical scientists who are thoroughly versed in the science underlying clinical practice and capable of identifying and addressing significant problems in oral health. Students complete the dental program's predoctoral requirements with the addition of graduate level basic science training, progressing through doctoral degree candidacy and doctoral dissertation. Upon completion of all predoctoral and graduate requirements, students receive the DDS and PhD degrees simultaneously.

Interested candidates should complete the preapplication form that will enable them to meet with program faculty during the interview process. See the program description for more information.

Length of Program

Seven years

Curriculum

In years one and two, DDS/PhD students complete the dental program's preclinical requirements with the addition of graduate level basic science courses, weekly research

seminars, biostatistics and laboratory rotations. In years three to five, students complete elective coursework tailored to a selected research area, progressing through doctoral degree candidacy and doctoral dissertation. The student's dental preclinical skills are reassessed in the spring semester of year five, followed by appropriate training before the return to the dental program in years six and seven.

Academic Advisers

Upon admission, a student is assigned to a program oversight committee co-directed by a clinical mentor and a basic science mentor. The student meets regularly with the committee for guidance and evaluation throughout the program.

Admissions Requirements

- Applicants must be first admitted to the DDS program at the University of Maryland, School of Dentistry.
- After admission to the dental program, the student should send a letter of interest in the combined DDS/PhD program to Dr. Pei Fengl Biology, Graduate Studies, University of Maryland School of Dentistry, 650 W. Baltimore St., Baltimore, MD 21201.
- Students may enter the combined program during the first year, second year, or before beginning the third year of the dental program.

Financial Assistance

Students enrolled in the program receive financial support from the training program in biomedical sciences for at least five years of the seven-year program. Other funding opportunities exist for supporting students for the full program. Students are also encouraged to apply for individual DDS/PhD fellowships from the National Institutes of Health. In addition, short-term NIH dental student training grants are available for research conducted the summer before entering School of Dentistry.

COMBINED DOCTOR OF DENTAL SURGERY AND MASTER'S DEGREE

The objective of the combined DDS-COVRT program is to graduate outstanding individuals with a combination of excellence in clinical skills and training in clinical research or public health to prepare them for an academic career in dentistry. Graduates of this program will understand the scientific principles that form the basis of clinical practice, will be able to identify significant problems in oral health and will have the requisite tools to develop testable hypotheses that address these problems.

Length of Program

Five years

Curriculum

UMB Master's program courses (either MPH or MSCR) are substituted for DDS program courses as appropriate to fulfill didactic requirements (~6-15 credits) of both programs (DDS and Master's) during the third program year. Development of a research project and formulation of the mentoring team occurs during the summer prior to that year (program year three and the DDS junior year). Additional coursework and the research project or practicum or capstone experience comprise the fourth program year to complete the Master's degree requirements. Elective credits (3) from the DDS curriculum during the fifth program year (DDS senior year) are available for students completing their research and are used towards time to prepare and submit research results.

Research topics follow the dental school's research themes: pain and neuroscience; microbiology and infectious diseases; cell and molecular biology; epidemiology and community health, and selected discipline-specific clinical topics.

Academic Advisors

Advisement of trainees is an integral part of the combined DDS-Master's programs, with two advisors assigned: one from the student's primary school (the School of Dentistry) and one from the Master's program faculty. Advisement begins with

the application process. Once a track and concentration are selected by the student, the trainee develops an appropriate mentoring team. The Master's program directors meet with the mentors to set educational goals for the trainee, individualized according to the specific project.

Expenses and Financial Assistance

The program is supported by the DDS-COVRT T32 program funded through National Institutes of Dental and Craniofacial Research (NIDCR), NIH. Students are supported by a stipend and tuition during their full time year of Master's degree study.

Admission and Application Procedures

Applicants who wish to enter the dual MS degree programs must first be admitted to the DDS program through the School of Dentistry's usual admission process. Once they are accepted to the DDS program, they may apply to the graduate program through application at the pre-application website and through discussion with the program director, Dr. Sharon Gordon, Director of Graduate Research Education.

MASTER OF SCIENCE

(For Students Pursuing a Postgraduate Certificate)

The Master of Science program is designed for dentists who wish to pursue a master's degree combining graduate education with a postgraduate certificate program (endodontics, orthodontics, pediatric dentistry, periodontics, prosthodontics, or advanced education in general dentistry). The program provides an interdisciplinary graduate foundation in the biological and clinical sciences to prepare for careers in dental research, dental education, the practice of dentistry or a dental specialty.

Length of Program

Students should be able to complete the requirements of the Master of Science and certificate programs within three years. An option to study for the PhD degree in combination with specialty training may be arranged for highly motivated individuals.

Curriculum

Although lecture courses comprise most of the curriculum, many of the basic science courses include a laboratory component. A significant portion of the program is devoted to the design and completion of a thesis research project, which is a requirement of the program. Students have the opportunity to select research advisors from several disciplines and research topics from many basic and clinical sciences.

Students are required to have a minimum of 30 semester hours in courses acceptable

for credit toward a graduate degree, as follows:

Courses	Credits
DBMS 605	
Scientific Writing and Ethics	1
DBMS 638	
Biostatistics (or equivalent)	3
Credits in courses approved by postgraduate program director (of this number 13 credits must be in courses numbered 600 or higher)	20
DBMS 799	
Thesis research	6
Total	30

All students must maintain a 3.0 (B) or better academic average. Each student will be required to write a thesis based on the master's research and to defend it orally.

Academic Advisors

Students enrolled in the Master of Science program will have their respective specialty program director as their academic advisor.

Site and Facilities

The primary training site is the University of Maryland, School of Dentistry. Courses and research opportunities are available in oral pathology and the disciplines of anatomy, biochemistry, microbiology, pharmacology, physiology, molecular biology, and neurophysiology, which are included in the department of oral and craniofacial biological sciences. Laboratory space and

equipment are readily available for student training.

Facilities are also available at other schools of the University of Maryland as well as the University of Maryland Baltimore County and College Park campuses.

Admission Requirements

- Dental postgraduate trainees must apply and be formally accepted into the Master's program by the Advanced Dental Education and the DBMS Graduate Studies Committee.
- Applicants must be concurrently enrolled in a dental specialty program at the School of Dentistry and the University of Maryland Graduate School.

Applications for the specialty certificate programs may be obtained by contacting the Office of Admissions and Career Advancement, University of Maryland School of Dentistry, 650 W. Baltimore St., Baltimore, MD 21201. Application information for the Master of Science in Biomedical Sciences program may be obtained from the University of Maryland Graduate School, 515 W. Lombard St., Baltimore, MD 21201.

Additional information about graduate studies at the University of Maryland is available by visiting the Graduate School website.

DOCTOR OF PHILOSOPHY IN ORAL AND EXPERIMENTAL PATHOLOGY

Objectives

- To prepare individuals for an academic career in the discipline of clinical and experimental oral pathology.
- To fulfill educational requirements for specialty certification by the American Board of Oral Pathology.

Scope of Training

In this unique program, which is one of only 14 nationally accredited programs, students receive experience and training in surgical oral pathology, clinical oral pathology, and the basic sciences. An extensive series of lectures, seminars, and case conferences are conducted to provide a comprehensive curriculum that meets the requirements both for American Board certification and the confirmation of a graduate degree from the University of Maryland Graduate School. A faculty advisor is assigned to guide each candidate through the didactic curriculum and research thesis. Research interests of the faculty include connective tissue, bone, stress proteins, retroviruses, and epidemiology of oral disease.

Site of Training

Most clinical training is conducted within the Department of Oncology and Diagnostic Sciences of the University of Maryland, School of Dentistry. Didactic courses are taken in various schools on the University of Maryland campus and at the Baltimore County campus. Electives and special courses may also be taken at the University of Maryland College Park campus or at The Johns Hopkins University. All of the above sites, as well as the National Institutes of Health, the National Library of Medicine and the Armed Forces Institute of Pathology in the Washington area, may serve as resources for the development and completion of the research thesis.

Number of Positions

No limit

Length of Program

PhD, four years

Special Requirements

DDS, DMD, or equivalent degree

CONTINUING EDUCATION

The School of Dentistry is committed to the lifelong learning of oral health professionals in Maryland and neighboring states of the Mid-Atlantic Region. Continuing Dental Education for dentists and dental hygienists is among the missions of the

dental school, for today's many and frequent advances in science and technology impose a greater and sustaining need for timely accession of new information.

In order to fulfill its commitment to lifelong learning, the School of Dentistry provides courses designed to meet the needs of dental and dental hygiene practitioners. Based upon research in the basic and clinical sciences, the Continuing Dental Education Program offers participants educational courses which reflect contemporary professional knowledge of direct benefit to the practice community. These courses are conducted in clinics, laboratories, and simulation facilities of the dental school as well as other regional settings of convenience to course participants. In addition, future courses may be offered through such distance learning media as the Internet.

FINANCIAL INFORMATION

Tuition and Fees

NOTE: Notwithstanding any other provision of this or any other university (college) publication, the university (college) reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the university (college) and the University System of Maryland Board of Regents.

Current tuition and fees are listed on the University of Maryland Student Accounts Web page at:
<http://www.fincsvc.umaryland.edu/sa/tuition.cfm>

Enrollment deposits are credited toward tuition at registration, but will not be refunded in the event of failure to enroll.

Explanation of Fees

Campus fees are used to fund activities sponsored by the University Student Government Association, support the cost of the shuttle system (the Caravan), which transports students to local neighborhoods, meet the costs for various student activities, student publications, and cultural programs within the School of Dentistry, and for expansion of various campus facilities that are not funded or are funded only in part from other sources.

The application and/or matriculation fee partially defrays the cost of processing applications for admission and enrollment data in the professional schools. These are not refundable. The application fee is applied against the matriculation fee for accepted students.

Association membership fees cover yearly membership in student professional organizations - American Student Dental Association (ASDA- dental) or Student American Dental Hygienists' Association (SADHA -dental hygiene).

The Central Materials Service fee covers the rental of instrument cassettes, enhancement items, and other instruments used to practice dentistry. The hand piece lease covers the rental of electric hand pieces and piezo scalers.

The board fee covers the cost of materials used for required competency examinations to prepare students for regional board examinations.

The dental equipment purchase fee covers preclinical laboratory charges for expendable supplies, materials and equipment.

The laundry service charge covers the rental and laundering fee for laboratory coats.

The laptop, notebook and technology fees cover costs for a required computer,

software, and technology services and support.

Student liability (malpractice) insurance is charged to all dental, dental hygiene, and advanced dental education students as a condition for enrollment. Information regarding professional coverage for students is available through the School of Dentistry's Office of Clinical Affairs.

Hospitalization insurance is required of all full-time students. A brief outline of the student hospitalization insurance program is furnished to each student. Students with equivalent insurance coverage must provide proof of such coverage at the time of registration and obtain a hospitalization insurance waiver each fall semester.

Disability insurance is required of all dental and dental hygiene students.

The graduation fee is charged to help defray costs involved with graduation and commencement.

Fees for auditors are the same as those charged for courses taken for credit at both the predoctoral and graduate level. Audited credit hours will be added to a student's total credit enrollment to determine whether a student is full- or part-time for tuition and fee assessment purposes.

Special students are assessed tuition and fees in accordance with the schedule for

the comparable predoctoral, graduate, or first professional classification.

A service charge of \$25 is assessed for dishonored checks and is payable for each check that is returned unpaid by the drawee's bank on initial presentation because of insufficient funds, payment stopped, postdating or drawn against uncollected items.

A late registration fee is charged to defray the cost of the special handling involved for those who do not complete their registration on the prescribed days.

The university reserves the right to make such changes in fees and other charges as may be necessary.

Textbooks

A list of textbooks recommended for first-year courses is mailed to incoming students during the summer before enrollment. All textbook lists are also on the School of Dentistry's online Textbook List. The campus bookstore stocks these books; students may purchase books there or at other local bookstores. Approximate costs of textbooks and other instructional materials are as follows:

First year	\$1,725
Second year	\$1,600
Third year	\$ 600
Fourth year	\$ 400

situation, awards are made on an individual basis.

Financial Aid

Aid programs are centrally administered by Student Financial Aid, located in the Health Sciences/Human Sciences Library, 2nd floor. These programs are designed to help students who otherwise would be financially unable to attend the university. To qualify for aid, the student must apply annually and meet certain eligibility requirements. Students should apply in January for the following academic year using the FAFSA (Free Application for Federal Student Aid).

Aid packages often include a combination of loans, grants, scholarships and work-study designed to meet 100 percent of a student's needs. The student should call Student Financial Aid at 410-706-7347, visit the Financial Aid website, or stop by for fact sheets that contain detailed information on the application process and types of aid available. The office is open from 8 a.m. until 6 p.m., Monday through Friday.

University Grants

In an attempt to meet the ever-increasing needs of students, the Maryland General Assembly each year allocates to the university funds earmarked for student assistance. As a result, university grants are available to Maryland residents who demonstrate a financial need. After careful review of the student's current financial

POLICY STATEMENTS

The policy excerpts contained in this catalog are intended for the convenience of the reader. Students are responsible for familiarizing themselves with the policies and procedures referenced herein as well as campus-wide policies found on the campus web page:

<http://cf.umaryland.edu/umpolicies>.

Excerpts of policies can also be found in the Student Answer Book, which is published annually online and in hard copy.

The university publishes policies and procedures in the Student Answer Book, distributed to enrolled students each fall. Call the Office of Student Services at 410-706-7117/7714 (Voice/TTD) to request a copy.

UNIVERSITY OF MARYLAND POLICY EXCERPTS

No provision shall be construed as a contract between any applicant or student and the University of Maryland. The university reserves the right to change any admission or advancement requirement at any time. The university further reserves the right to ask a student to withdraw at any time when it is considered to be in the best interest of the university. Admission and curriculum requirements are subject to change without prior notice.

UMB Notice of Nondiscrimination

Please refer to:

<http://www.usmd.edu/regents/bylaws/SectionVI/VI100.html>

CAMPUS POLICY ON STUDENT SEXUAL HARASSMENT AND VIOLENCE

Please refer to:

http://www.umaryland.edu/offices/accountability/sexual_harassment/

http://www.umaryland.edu/offices/accountability/sexual_harassment/university_policies.html

UNIVERSITY OF MARYLAND POLICY CONCERNING PREVENTION AND MANAGEMENT OF STUDENT AND EMPLOYEE INFECTION WITH BLOODBORNE PATHOGENS

Please refer to:

<http://cf.umaryland.edu/umpolicies/usmpolicyinfo.cfm?polid=197§ion=all>

MATRICULATION POLICIES

<http://www.usmd.edu/regents/bylaws/SectionVI/VI100.html>

TREATMENT PARTICIPATION POLICY

As a part of the educational process, dental and dental hygiene students will be required from time to time to satisfactorily participate in diagnostic, therapeutic, and nontherapeutic oral health care services. Each student will be required to participate

as a caregiver and as the patient. This requirement is disclosed before admission. By enrolling, each student consents to this requirement. Student patients may be provided care by any assigned student or faculty member. All personal health care information provided to the school by a student patient is confidential in nature, will be treated with the confidentiality accorded a patient record under Maryland health care laws and school policy, and will be used only in connection with delivery of oral health care services. Exceptions to this required participation in educational activities may be warranted in extraordinary circumstances, such as a high risk to the student-patient or to the provider associated with the delivery of treatment. Applicants or students with concerns about such situations should contact the chair of the Clinical Operations Board, who has the authority to determine when exceptions will be granted.

TECHNICAL STANDARDS FOR ADMISSION AND MATRICULATION

Admission to the School of Dentistry is open to all qualified individuals and in accordance with the 1973 Vocational Rehabilitation Act (29 U.S.C. §701 et seq.) and the Americans with Disabilities Act (42 U.S.C. §12101 et seq.).

Dental education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional

attitudes and behaviors essential to the profession. Students require cognitive, behavioral, technical, and social skills to negotiate the curricula. The School of Dentistry is mindful of the unique nature of dental curricula. It is the responsibility of the School of Dentistry's admissions committees to select candidates who are qualified to complete the required training. As part of the education process, students in all of the school's clinical programs are required to provide treatment for patients and practice techniques with student-partners. Students are required to serve as patients for their classmates in performing such diagnostic and reversible procedures as local anesthesia administration, sealant placement, and oral prophylaxis. The dental school has the responsibility of ensuring timely and safe treatment of all patients during these processes.

With these principles in mind, students must be able to meet the following technical standards, without accommodation, or with reasonable accommodation. The use of a trained intermediary is not acceptable in clinical situations. A student's judgment and skill may not be mediated by reliance on someone else's power of selection and observation, or clinical ability.

Observation

A student must be able to acquire defined levels of required information and skills as presented through demonstrations and

experiences in the basic, behavioral, and dental sciences. A student must be able to observe patients accurately, at a distance and close at hand, and observe and appreciate verbal as well as nonverbal communications when assessing a patient's oral and craniofacial conditions and providing treatment. Observation necessitates functional use of the sense of vision and other sensory modalities.

A student must be able to:

- Observe a patient accurately, with or without standard instrumentation.
- Acquire information for written documents.
- Visualize information presented in images from paper, film, slides, computer displays, and video.
- Interpret X-rays or other graphic images.

Communication

A student must be able to communicate effectively and sensitively with patients; convey or exchange information at a level allowing the development of a health history; identify problems presented; explain alternative solutions; and give directions during treatment and after treatment. Communication includes at a minimum, speaking, reading, and writing. Students must be able to communicate effectively and efficiently in spoken and

written English with all members of the health care team and the patient.

A student must be able to:

- Speak, understand spoken words, and observe patients by sight to elicit information, describe changes in appearance, and perceive changes in nonverbal communications
- Obtain a health history and other pertinent information from patients
- Read and apply appropriate information and instructions contained in requisitions, notes, and patient charts
- Understand and apply clinical instructions given by others
- Communicate efficiently and effectively in oral and/or written form with patients, families of patients, and all members of the health care team, during both emergency and non-emergency situations

Sensory and Motor Coordination and Function

A student must have sufficient motor function to execute movements reasonably required to provide general care and emergency treatment for patients. Such actions require coordination of both gross and fine muscular movements and equilibrium. A student must have functional use of the senses of touch and vision.

A student must be able to:

- Perform palpation and other diagnostic and therapeutic maneuvers. Perform basic laboratory procedures and work with standard laboratory materials.
- Reach and manipulate equipment to all positions in order to control the operating environment.
- Execute motor movements required to provide general and emergency care, including activating the emergency medical system.

Intellectual, Conceptual, Integrative, and Quantitative Abilities

A student must be able to measure, calculate, reason, analyze, integrate and synthesize. Problem solving, a critical skill demanded of oral health practitioners, requires all of these intellectual abilities. A student must be able to perform these problem solving skills in a timely fashion and comprehend three-dimensional relationships and understand the spatial relationships of structures.

Behavioral and Social

A student must possess the physiological and psychological stamina required for full utilization of intellectual abilities, the exercise of good judgment, the prompt

completion of all responsibilities attendant to the diagnosis and treatment of patients, and the development of mature, sensitive, and effective relationships with patients. A student must be able to interact with faculty and colleagues, use good judgment, and engage in the exchanging of ideas. A student must be able to accept and give constructive criticism.

A student must be able to:

- Adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in the clinical problems of patients.
- Display compassion, integrity, and concern for others.

Other Requirements

A student must provide evidence of immunization or immunity for each of the following diseases:

- Hepatitis B
- Measles
- Mumps
- Rubella
- Varicella (chickenpox)
- Tetanus/diphtheria, within the past 10 years

Acceptable evidence is a written document signed by a licensed health care professional that specifies the dates of immunization, medical test results that

demonstrate the student's immunity, or a document that specifies the date the student had the disease. In addition, each student must provide the results of tuberculosis screening that has been performed within 12 months of the date of the student's enrollment. Screening must show a negative PPD test or, if the PPD is positive, a negative chest X-ray report. More information in the online University Student Answer Book. The admission of a student who is chronically infected with hepatitis B virus will be considered on a case-by-case basis after consultation with a panel of experts in infectious diseases. This panel will consider the hepatitis B antigen status, the health of the student, and decide what, if any, restrictions and monitoring are necessary for the student during their training in dentistry or dental hygiene.

Applicants with Disabilities

The School of Dentistry will provide reasonable accommodation in the admissions process for applicants with disabilities. An applicant is not disqualified from consideration due to a disability. Although the dental school may not inquire whether an applicant has a disability before making an admissions decision, an applicant may disclose during the admission process a disability for which he or she wishes accommodation during the admissions process or upon admission. If this disclosure occurs, the dental school may request that the applicant provide

documentation of the disability. The admissions committee will consider the applicant based on the published criteria for admission of all applicants. An applicant who discloses a disability and requests accommodation in the admission process will be required to submit, in writing, the request for accommodation and pertinent supporting documentation. This pertinent information will include a history of accommodations granted previously in other educational programs and references who can discuss the experience of the student in other educational settings. Requests for accommodation should be initiated with the Director of Student Affairs.

The School of Dentistry may require additional medical or other verification of disabilities and proof of information presented concerning accommodations. Such proof may include demonstration of assisted physical abilities. The school may require independent medical examinations or testing to verify claimed disabilities, determine the extent and effects of disabilities, and assess the utility of accommodations. Technical and medical consultations from resources within the university and external to the university may be obtained. Costs of independent medical examinations, testing, technical and medical consultations required by the School of Dentistry will be borne by the School of Dentistry.

Enrolled Students with Disabilities

A student who discloses a disability and requests accommodation will be required to submit, in writing, the request for accommodation and pertinent supporting documentation. The pertinent information will include documentation of the disability, by an appropriately credentialed professional. If available, documentation should also include history of accommodations granted previously in other educational programs and references who can discuss the experience of the student in other educational settings. Requests for accommodation should be initiated with the Director of Student Affairs.

The School of Dentistry may require additional medical or other verification of disabilities and proof of information presented concerning accommodations. Such proof may include demonstration of assisted physical abilities. The School may require independent medical examinations or testing to verify claimed disabilities, determine the extent and effects of disabilities, and assess the utility of accommodations. Technical and medical consultations from resources within the university and external to the university may be obtained. Costs of independent medical examinations, testing, technical and medical consultations required by the School of Dentistry will be borne by the School of Dentistry.

The UMB Office of Educational Support and Disability Services <http://www.umaryland.edu/disabilityservices/> will make a determination as to whether the student can perform the essential functions of the educational program, taking into account the accommodations that the student has requested or alternative reasonable accommodation that the dental school would offer. Costs of reasonable accommodation will be borne by the School of Dentistry from its resources or other funds available to it.

The dental school will provide reasonable accommodations, but is not required to make, nor will it make, modifications that would fundamentally alter the nature of the educational program or provide auxiliary aids that present an undue burden to the School of Dentistry. The student must be able to perform all of the technical standards with or without reasonable accommodations to matriculate or continue in the program.

Approved by Faculty Council: November 20, 2001.

REGISTRATION PROCEDURES

To attend classes, students in all programs except Oral and Maxillofacial Surgery are required to register each term in accordance with current registration procedures. Fees are due and payable on the dates specified for registration. Registration is not completed until all

financial obligations are satisfied. Students who do not complete their registration and pay tuition and all fees will not be permitted to attend classes. A fee will be charged for late registration.

Although the university regularly mails bills to advance-registered students, it cannot assume responsibility for their receipt. If any student does not receive a bill before the beginning of a semester in which he/she has advance registered, it is the student's responsibility to contact the registrar's office or cashier's office during normal business hours.

All checks and money orders should be made payable to the University of Maryland for the exact amount of the actual bill.

No diploma, certificate or transcript of record will be issued to a student who has not made satisfactory settlement of his or her university account.

DETERMINATION OF IN-STATE STATUS

An initial determination of in-state status for admission, tuition and charge-differential purposes will be made by the university at the time a student's application for admission is under consideration. The determination made at that time, and any determination made thereafter, shall prevail in each semester until the determination is successfully challenged. Students classified as in-state

for admission, tuition and charge-differential purposes are responsible for notifying the Office of the Registrar, in writing, within 15 days of any change in their circumstances that might in any way affect their classification at the university.

The determination of in-state status for admission, tuition and charge-differential purposes is the responsibility of the campus Office of the Registrar. A student may request a reevaluation of this status by filing a petition. The university's policy is available through the Office of the Registrar.

WITHDRAWAL AND REFUND OF FEES

Students who want to withdraw from the school at any time during the academic year are required to file a letter of resignation with the dean. After completing School of Dentistry check-out procedures as verified on the withdrawal form, the student must obtain an application for withdrawal form bearing the proper signatures, which must be filed with the registrar's office. The student must have no outstanding obligations to the school or the university and must return the student identification card. The date used in computing refunds, if applicable, is the date on which the application for withdrawal is approved by the dean's office.

Students officially withdrawing from the school will be refunded appropriate

academic fees based on a percent of attendance. Refund schedules are available from the Office of Student Accounts.

If the above procedures are not completed, the student will not be entitled to honorable withdrawal and will forfeit the right to any refunds that would otherwise be given. The dental school may also place a hold on the student's record to withhold transcripts and certifications.

TRANSCRIPT OF RECORD

Students and alumni may secure transcripts of their University of Maryland record from the registrar's office. There is no charge for this service. A request for transcripts must be made in writing and should be made at least five days in advance of the date when the records are actually needed. Transcripts are issued in turn as requests are received. No transcript will be furnished to any student or alumnus whose financial obligations to the University have not been satisfied.

DIPLOMA APPLICATION

Degree requirements vary according to the University of Maryland school or program in which a student is registered. However, each degree candidate must file a formal application for diploma with the registrar's office at the beginning of the term in which the student expects to graduate. A student who does not graduate on the originally expected date must reapply for graduation

by the appropriate deadline. More information will be provided regarding diploma application at a later date.

STUDENT HEALTH REQUIREMENTS

All students are required to have the campus-sponsored student health and hospitalization insurance or its equivalent. Detailed information regarding the provisions of the student policy the university offers may be obtained from Student and Employee Health. At the time of registration each year, students must either purchase the student coverage or produce certified proof of equivalent coverage. If proof of comparable insurance is not received at Student and Employee Health by September 15, the student will be required to pay for the student policy for that semester.

Students are required to document their immunity to childhood diseases, including measles, mumps, rubella and chicken pox. Information regarding specific requirements will be distributed to each student.

Since hepatitis B is an occupational risk for health care providers, all enrolling dental students are also required to undergo immunization against hepatitis B. Vaccine cost is included in the student fees.

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STUDENT JUDICIAL POLICY

I. OVERVIEW

This Policy applies to students in the School of Dentistry DDS program, Bachelor of Dental Hygiene program, and students in Advanced Dental Education certificate programs: Advanced Education in General Dentistry (AEGD), Endodontics, Orthodontics, Pediatric Dentistry, Periodontics, and Prosthodontics.

Students enrolled only in M.S. or Ph.D. programs are subject to the policies of the graduate school. Students enrolled simultaneously in a graduate program and one of the programs listed above are subject to this policy in addition to policies of the graduate school. Oral & Maxillofacial Surgery residents are not included but rather are subject to policies of the University of Maryland Medical System.

II. STUDENT VIOLATIONS OF THE PROFESSIONAL CODE OF CONDUCT

A. The following behaviors, while not all inclusive, are student violations of the Professional Code of Conduct.

Furthermore, a student's deliberate attempt to violate the Code of Conduct, even if unsuccessful, may be deemed a violation, as may be a student's allegation of misconduct if reported in bad faith.

B. Unprofessional Conduct.

Including, but not limited to, all forms of conduct that fail to meet the standards of the dental profession as found in the ADA

Code of Ethics, use of abusive language or behavior, sexual harassment, disruption of class or any other school activity, violations of patient confidentiality provisions of HIPAA, unethical treatment of patients, failure to report observed violations of the Code of Conduct, and/or violation of other university or dental school policies.

C. Academic Misconduct.

All forms of student academic misconduct including, but not limited to, plagiarism, cheating on examinations, violation of examination procedures, and submitting work for evaluation that is not one's own effort.

D. Dishonesty.

Including knowingly furnishing false information through forgery, alteration, or misuse of documents or records with intent to deceive; presenting written or oral statements known to be false; loaning, transferring, altering or otherwise misusing university identification materials; signing the Judicial Policy Statement when violations were either committed or observed and unreported, as specified.

E. Theft or Destruction of Property.

Including unauthorized appropriation, possession or receiving of property that does not belong to the individual, such as instruments and books, or destruction of property not belonging to the individual.

F. Forcible entry into university facilities.

G. Being present in the School of Dentistry building without permission when the building is closed.

H. Intentional infliction or threat of bodily harm.

I. Possession of illegal drugs; being under the influence of alcohol or illegal drugs.

J. Carrying of firearms or ammunition on campus.

K. Aiding or Abetting, including conspiring with, or knowingly aiding or abetting, another person to engage in any unacceptable activity.

L. Providing patient treatment without faculty supervision

M. Violation of any codes, rules, and regulations of the university or the dental school, including clinical policies and protocols in the Student Clinic Manual.

N. Event-related misconduct on campus or off-campus, which is misconduct related to any university sponsored event that results in harm to persons or property or otherwise poses a threat to the stability of the campus or campus community.

O. Actions taken in a deliberate attempt to engage in an unacceptable activity.

III. SERIOUS OFFENSES AND INFRACTIONS

A. Serious Offenses

1. Serious offenses must always proceed directly to a Pre-Hearing conference and a formal Hearing.

2. Serious offenses include: theft, destruction of property, forcible entry into university facilities, intentional infliction or threat of bodily harm, possession of illegal drugs or weapons, event-related misconduct, aiding and abetting a serious offense.

B. Infractions

1. Infractions may proceed directly to a Pre-Hearing conference and a formal Hearing. However, the Faculty Co-Chair may recommend that a student accused of an infraction be offered the option of resolution through a Conference for Resolution or through Mediation when it appears the complainant and the accused can reach a satisfactory resolution of the dispute.

2. Infractions include: unprofessional conduct, academic misconduct, dishonesty, being present in a university building off-hours, patient treatment without supervision, violation of codes, rules or regulations, aiding or abetting an infraction.

IV. STUDENT JUDICIAL BOARD

A. Function.

The Judicial Board (“the Board”) is a function of the Professional Conduct Committee, a standing committee of the Faculty Council. The Board is responsible for conducting investigations and hearings to resolve allegations of violations by students of the Professional Code of Conduct. The Judicial Board shall consist of seven (7) students and six (6) faculty members. Members shall be appointed by the Dean with the approval of the Faculty Assembly but should not include the faculty advisor to the Student Dental Association nor faculty members on the Student Affairs Committee. Three faculty members should represent the clinical sciences and three faculty members should represent the basic sciences. The student members shall consist of one (1) second year Advanced Dental Education student, the four (4) Dental Class Vice Presidents, the Senior Class Dental Hygiene Secretary, and the Vice President of the Student Dental Association. The student Co-Chairs will be elected by the members of the board. The Faculty Co-Chair will be appointed by the Dean.

B. Judicial Panel.

A Judicial Panel is an ad hoc Panel of the Judicial Board. The Judicial Panel is the official body to conduct a hearing, reach findings, and make recommendations to the Dean with respect to sanctions for proven student violations of the Professional Code of Conduct. A Judicial Panel (also referred to herein as a “Full Panel”) for a hearing shall consist of three

(3) students (one of whom will be the Student Co-Chair, if feasible) and two (2) faculty members. The Faculty Co-Chair of the Judicial Board (or designee) will be an additional, non-voting member of each panel. Members of a panel will be appointed by the Judicial Board Co-Chairs. One faculty member should represent the clinical sciences and one faculty member should represent the basic sciences. At least one student member should represent the program of the complainant, when feasible. A panel may have additional non-voting members for complex cases, as deemed appropriate by the Judicial Board Co-Chairs.

C. Faculty Co-Chair.

The Faculty Co-Chair of the Judicial Board is responsible for maintaining the integrity of the Judicial Board process and ensuring the proper application of Judicial Board policies and procedures. The Faculty Co-Chair does not sit as a voting member on any panel. The office of the Faculty Co-Chair maintains Judicial Board records and obtains administrative support for the Judicial Board as needed. When necessary, a Faculty Co-Chair designee can be selected to perform responsibilities of the Faculty Co-Chair. The designee will be selected by the Dean from the faculty members of the Judicial Board.

D. Quorum.

A full panel quorum to deliberate shall consist of least two (2) voting students and one (1) voting faculty member. A panel

member may not vote in deliberations if that person was not present for the entire hearing.

E. Conflict of Interest.

A faculty or student member who is directly involved in a particular case being heard or whose relationship with a party presents a conflict of interest which is likely to interfere with fair and impartial consideration of the matter will be excused at the discretion of the Faculty Co-Chair and replaced by an alternate selected by the Co-Chair.

V. PROCEDURES FOR MAKING A COMPLAINT

A. These procedures are intended to give reasonable assurance of fairness and due process and keep intact the responsibilities and prerogatives of the Dean of the School of Dentistry (hereafter known as “the Dean”) and the faculty. It is expected that Judicial Board matters will be conducted with a high degree of discretion and confidentiality and that every effort will be made to limit knowledge of pending proceedings to those who are directly involved in them.

B. Students and faculty must report a reasonable suspicion of a violation of the Code of Conduct in writing to the Judicial Board Faculty Co-Chair. Confidentiality will be observed to the extent possible,

however, due process usually requires that the original complainant be identified to the accused.

C. This procedure for making a complaint does not prohibit an observer from confronting a student at the time alleged misconduct is observed and before a written complaint is prepared, to further ascertain if the complainant’s suspicion of misconduct is reasonable. In some cases, it is possible the accused student will provide a convincing reason why his or her behavior has been misconstrued by the observer, or a convincing reason why the behavior is not a violation of the Code of Conduct. In such a case, a formal complaint may not be justified. However, if the accused student’s response is not sufficient to resolve the complainant’s reasonable suspicion of misconduct, a formal written complaint should be submitted. Because of the importance of impartial review of allegations and the need for consistent application of the Code of Conduct, when in doubt, an observer should err in favor of reporting the allegation.

D. When the commission of an alleged infraction is first observed, the student’s activity need not be interfered with in a manner that presumes that the student is responsible for misconduct. However, common sense action should be taken if the safety of the student or others is in jeopardy, there is risk of upset to the good order or proper operations of academic, administrative, clinical or other school

activity, if there is a risk to university property, or a further or continuing violation is reasonably likely.

E. If a student or faculty member is unclear about whether or how to proceed with a complaint, he or she should contact the Judicial Board Faculty Co-Chair.

F. Complaints must be reported in written form to the Faculty Co-Chair of the Judicial Board within five (5) school days of their discovery, if feasible. However, reasonable delays in reporting complaints do not invalidate the process and should not be the sole rationale for failing to report a complaint. A written complaint should include a plain language, first-hand description of what the complainant knows, including date, time, and place and a description of any exchange with the accused student, including any confrontation with the student before the formal complaint was submitted. Persons other than the complainant who may have additional relevant information should be named and their roles in the matter explained. Any supporting evidence should be identified and explained in the complaint and copies of the evidence attached to the complaint. The complaint should be signed and dated. It may be marked "Confidential."

G. The Faculty Co-Chair of the Judicial Board will inform the Dean in general terms, without identifying the accused, if feasible, that a case has been referred to the Board.

H. A pending action of the Board shall not prevent the student from continuing in the academic program unless extraordinary circumstances exist. A student may be temporarily suspended from the school or from engaging in various school activities to protect his physical or emotional safety and well-being, or to protect the safety of others, if there is risk of upset to the good order or proper operations of academic, administrative, clinical or other school activity, if there is a risk to university property, or if further or continuing violation is reasonably likely. The authority to enforce these provisions shall be vested in the Dean.

I. The Dean shall be advised immediately if an alleged violation could be a violation of federal, state, or local laws. The Dean shall determine if the proper authorities need to be notified of the allegation.

VI. PRE-HEARING PROCEDURE

A. Preliminary Review

1. Upon the receipt of a written complaint, the Faculty Co-chair will conduct a preliminary review of the complaint, within five (5) school days, if feasible, of receiving the complaint.

2. The purpose of the preliminary review is to determine if the matter comes under the jurisdiction of the Judicial Board and to assess if there is sufficient evidence or need to proceed.

3. The Faculty Co-Chair shall not attempt to reach conclusions about responsibility for alleged violations, make findings of fact, encourage a confession, or negotiate early resolution of the matter.

4. Appropriate actions of the Faculty Co-Chair during the preliminary review may include a conversation with the complainant to address essential information that is missing from the complaint, identifying persons who should be called to provide testimony, identifying records that should be obtained for evidence, and identifying issues that may need to be explored to better understand the nature of the complaint.

B. Dismissal

1. The Faculty Co-Chair may recommend that the matter be dismissed only for insufficient evidence or lack of jurisdiction. Evidence is insufficient when all of the evidence considered together is clearly inadequate to support a conclusion of wrongdoing, even when interpreted in a manner most likely to support the accuser's allegation.

2. When recommending dismissal, The Faculty Co-Chair will present the matter to a Small Panel selected by the Co-Chair from the Judicial Board of 1 faculty and 2 students (one of whom will be the student Co-Chair, if feasible) who will review the complaint and the evidence, hear the Faculty Co-Chair's reasons for

recommending dismissal and then the Small Panel will vote to approve or disapprove the decision to dismiss. A 2/3 vote is required to dismiss, otherwise the matter will proceed.

3. If dismissed, the Small Panel must also vote to determine if the complaint was brought in bad-faith and if so, the rationale for that conclusion.

4. If the complaint is dismissed, the Faculty Co-Chair must summarize the reasons for dismissal and provide the explanation in writing to the complainant. Because of the importance of the right to have a complaint heard, the summary should provide an appropriate level of detail to demonstrate that the matter was given due consideration.

C. Further Action

If the matter is not dismissed for lack of jurisdiction or lack of evidence in accordance with Section V.B. the Faculty Co-Chair will take further action.

1. Serious offenses. Serious Offenses must always proceed directly to a Pre-Hearing conference and a formal Hearing.

2. Infractions. Infractions may proceed directly to a Pre-Hearing conference and a formal Hearing. However, the Faculty Co-Chair may recommend that a student accused of an infraction be offered the option of resolution through a Conference for

Resolution or Mediation when it appears the complainant and the accused can reach a resolution satisfactory to the complainant, accused and the Faculty Co-Chair.

3. Conference for Resolution or Mediation.

If the Faculty Co-Chair believes that the matter should be handled through a Conference for Resolution or Mediation, the Faculty Co-Chair will present the recommendation to a Small Panel selected by the Co-Chair from the Judicial Board of 1 faculty and 2 students (one of whom will be the student Co-Chair, if feasible) who will review the complaint, hear the Faculty Co-Chair's reasons for the recommendation, and then the Small Panel will vote to approve or disapprove the recommendation. A 2/3 vote is required to approve the recommendation, otherwise the matter will proceed to a Pre-Hearing conference and a formal Hearing.

D. Student Notification

Once a decision is made on the best option for proceeding, the Faculty Co-Chair will notify the accused student in writing, within five (5) school days if feasible, of the complaint. The notice will briefly summarize the allegation(s), will include a copy of the complaint, the relevant evidence submitted with the complaint, other relevant evidence obtained during the Preliminary Review, a copy of this Policy, and a list of the members of the panel that will further consider the matter. If a Conference for Resolution or Mediation

is proposed, the student shall be given three (3) school days to accept. If the student does not accept or does not respond by the deadline, the matter will proceed to a Pre-hearing Conference and a full Hearing.

VII. CONFERENCE FOR RESOLUTION

A Conference for Resolution may provide a concise means of reaching consensus and resolving simple complaints in one session. A Conference for Resolution is recommended only for simple complaints such as minor discourtesies and misunderstandings. A simple complaint involves a matter where the complainant and the accused can reach a consensus that is satisfactory to the complainant, accused and the Co-Chairs, in one session. If there are matters that cannot be satisfactorily resolved in one session, the matter then proceeds to a formal Hearing.

A. The Faculty and Student Co-Chairs will meet with the complainant and the accused, together or separately, at the discretion of the Co-Chairs. The Co-Chairs should not attempt to encourage an admission of wrongdoing or confession.

B. A complete review of the evidence will generally not be conducted but allusions to evidence are permitted if they are needed to facilitate discussion.

C. If the accused student accepts full responsibility for misconduct, the Faculty

Co-Chair shall advise the accused student of the sanction, if any, that will be recommended to the Dean and of the fact that the Dean may choose not to accept the recommendation, which may result in a sanction when none has been recommended, or a different sanction which may be more serious. The accused student may request a full hearing either before or after being notified of the recommended sanction and the Faculty Co-Chair shall terminate the Conference for Resolution and grant the request for a hearing. If the accused student accepts full responsibility and the proposed sanction, the Faculty Co-Chair will prepare a summary of findings and recommendation in consultation with the student Co-Chair. If the accused student does not fully agree with the conclusions of the Co-Chairs or does not accept the recommended sanctions, the Co-Chairs should conclude the Conference for Resolution and the matter proceeds to a hearing.

D. If the Co-Chairs, the complainant and the accused agree with the conclusions and proposed sanctions, the complainant and accused will sign the summary prepared by the Faculty Co-Chair. The summary will describe the resolution, include a recommendation for sanction, if appropriate when the student has accepted responsibility for misconduct, or include a statement that the student is not responsible for misconduct. A copy of this document will be provided to the complainant and the accused and to the

Dean who will take action, if required, in accordance with Section XII. However, if the student is not responsible for misconduct, no notice will be provided to the Dean.

E. If both Co-Chairs are convinced on the basis of the Conference for Resolution that the evidence is insufficient to support a conclusion of wrongdoing, even when interpreted in a manner most likely to support the accuser's allegation, the Co-Chairs may recommend dismissal of the matter following the procedures under Section V.B.

F. If, at any time during the Conference for Resolution, the Faculty Co-Chair determines that a formal hearing will enhance fact-finding or due process or that a consensus cannot timely be reached, the Faculty Co-Chair may terminate the Conference for Resolution and the matter will proceed to a full Hearing.

VIII. MEDIATION

The Faculty Co-Chair may recommend that a complainant and the student accused of an infraction be offered the option of resolution through mediation. Mediation may be appropriate when it appears the complainant and the accused can reach agreement about the facts of the situation and about responsibility for the alleged violations in one session.

When mediation is approved by all parties, the matter will be referred to The Center

for Dispute Resolution at the University of Maryland's School of Law ("C-DRUM"). C-DRUM policies and procedures will govern the mediation. Any participant, including the mediator, may choose to end the mediation at any time.

The role of the mediator is to encourage discussion and help the parties explore possible resolutions. The mediator will not provide legal advice, take sides, or resolve the dispute. The mediator is not responsible for protecting the legal rights of the participants. Mediation does not relieve the participants of their responsibility to comply with university and school policies and codes.

In the event the mediation does not successfully resolve the situation within a time frame deemed appropriate by the Faculty Co-Chair of the Judicial Board, the mediation may be terminated and the matter will proceed to a pre-hearing conference and a formal hearing.

IX. HEARING

A. Conference.

A conference will be held in advance of the hearing to address procedural and other issues. The pre-hearing conference is a brief meeting between the complainant, accused student, the Student Co-Chair and the Faculty Co-Chair of the Judicial Board. The Co-Chairs may decide to meet with the complainant and accused together or may have a separate meeting with the

complainant and the accused. Discussion will generally be limited to:

1. Confirmation that the accused has a full and current copy of the complaint, the attachments, all relevant evidence, and this policy
 2. Review of key points about the next step in the process (e.g., timeline for accused to identify witnesses and submit evidence, conduct of the hearing, etc.)
 3. Discussion to enable the Co-Chairs to identifying persons who the Judicial Board may wish to call to a hearing to provide testimony
 4. Discussion to enable the Co-Chairs to identify records and other evidence that should be obtained
 5. Discussion to enable the Co-Chairs to identify issues that may need to be explored by the Judicial Board to better understand the nature of the complaint
 6. Discussion to identify any questions or new issues raised by the complainant or the accused. The accused student may not be compelled to attend or participate in the pre-hearing conference.
- ### B. Schedule.
- Depending upon the academic calendar, as well as the particular class year in which the student is enrolled, the Judicial Panel shall meet within fifteen (15) school days

following the receipt of the complaint to hold a hearing, when feasible.

C. Notice.

The accused student shall receive a minimum of four (4) school days' notice of the hearing date. The written notice will reiterate the allegations to be considered, give the time, place, and date of the hearing and the names of the panel members. At the same time, the student will be given a copy of all documentary evidence in the possession of the panel that may be considered by it, if such evidence has not previously been provided to the student.

D. Objections.

If the accused student objects to any member of the panel because the member has a conflict of interest which is likely to interfere with fair and impartial consideration of the matter, the student will make such objections in writing to the Faculty Co-Chair within two (2) days of receiving the hearing notice. Objections will be considered by the Faculty Co-Chair, whose decision in the matter of the objection will be communicated in writing to the accused student. The decision of the Faculty Co-Chair in the matter of the objection will be final.

E. Written Response.

The student will be advised he or she may submit a written response to the allegation in addition to, or instead of appearing at the hearing. This written response must be

received by the Faculty Co-Chair at least two (2) full school days prior to the hearing.

F. Witnesses.

Any witnesses to be called by the student must be made known to the Faculty Co-Chair no less than two (2) full school days in advance of the hearing. Similarly, the Faculty Co-Chair will notify the student in writing of any witnesses the panel intends to call at the hearing no less than three (3) full days in advance of the hearing. The Faculty Co-Chair and the Panel Chair may limit or refuse to consider irrelevant and repetitive evidence, including irrelevant or repetitive witness testimony.

G. Right to Be Present.

While the student has the right to be present at the hearing, he or she may elect not to appear and the hearing will be held in his/her absence. Also the student has the right to remain silent.

H. Closed to the Public.

The hearing will be closed to the public. All proceedings and decisions will be considered confidential.

I. Student Advisor.

The student may be advised by a non-legal advisor of his or her choice. In instances where criminal charges may be pending or under investigation, the student may have an attorney present. The student's non-legal or attorney advisor may only act in an advisory capacity to the student and may not address the Board or examine or cross-

examine witnesses. The Judicial Panel may, at its option, have University Counsel or an Assistant Attorney General present or available to provide procedural guidance.

J. Student Participation.

The student shall be permitted to be present during the presentation of all testimony and evidence. The student will be permitted to speak and to question any witnesses during the hearing.

K. Evidence.

Evidence may be in any form, including oral or written, but must be limited to issues raised in the written allegation. The Faculty Co-Chair will exclude any irrelevant or unduly repetitive evidence.

L. Discrimination or Sexual Harassment.

If the alleged infraction involves allegations of discrimination or sexual harassment, the panel may hear testimony or receive documents from the University of Maryland, Office of Human Resource Services.

M. Procedural Sequence.

The Faculty Co-Chair, in consultation with the Student Co-Chair shall determine a procedural sequence appropriate to each case. The Faculty Co-Chair, in consultation with the Student Co-Chair, conducts the hearing.

N. Summons.

The panel may summon any witnesses it deems necessary or relevant to the case but the panel is not empowered to compel the

attendance of any person who is not a current, student, faculty or staff member of the school.

O. Opening and Closing Statements.

The student will be permitted to provide the panel with supporting oral and/or written information, and to make opening and closing statements.

P. Recording.

The Panel Hearing, exclusive of deliberations, shall be recorded and made available to the student upon request, within a reasonable period of time, at the student's expense. Accidental erasures or poor quality of the recording or failure of recording equipment will not invalidate panel determinations.

X. DELIBERATIONS

A. Deliberations are confidential, attended only by the panel, and are not recorded. Neither the complainant nor the accused student has the right to be present during deliberations of the Panel.

B. All panel decisions will be based on the evidence presented before the Panel.

C. A 4/5 majority of the Judicial Panel present at the hearing must find that the accused student is responsible for the alleged violation. If the deliberating panel is less than 5 members, the finding of responsibility must be unanimous. The standard of proof is based upon a

preponderance of the evidence, i.e., whether it is more probable than not that the accused student committed the alleged infraction.

advised of the outcome by the panel and the accused student and the complainant will be informed by the Co-Chair of the panel's general conclusion. This information may be conveyed orally but it must be followed by written notice as described below.

E. Within five (5) school days after deliberations are concluded, when feasible, the Judicial Panel, with support from the Faculty Co-Chair, shall send a detailed report to the Dean. The Dean may not substitute his or her judgment as to the findings and may not change the findings of the panel, but the Dean is not bound by the recommendations as to sanction(s). The report will summarize the allegations, list the members of the panel, describe the date of the pre-hearing conference and the hearing, list the witnesses, list the documentary evidence considered, mention if the accused student spoke and if the student had an advisor, report the disputed facts, report the findings of fact including a discussion of evidence that was persuasive and that was not persuasive, report the decision(s) as to misconduct or absence of misconduct for each allegation, and provide an explanation of the reasoning behind the decisions. If the panel has found that the student committed one or more acts of misconduct, the report must recommend a sanction or state why

D. Within one school day after the conclusion of deliberations, the Faculty Co-Chair will be

no sanction is appropriate. If there are mitigating circumstances, these should be discussed.

If no misconduct is found for one or more of the allegations, based on the standard of a preponderance of the evidence, the report will include this information.

A dissenting opinion may be submitted by any panel member, in which case the dissent will be attached as an exhibit to the report.

F. Within five (5) school days after deliberations are concluded, when feasible, the Judicial Panel, with support from the Faculty Co-Chair, shall send notice to the accused student. The notice shall include a summary of the evidence considered (documentary and witnesses), the majority opinion as to findings of fact including a discussion of evidence that was persuasive and that was not persuasive, a decision as to misconduct or no misconduct for each allegation, and an explanation of the reasoning behind the decisions, and, if having found that the student committed one or more acts of misconduct, the sanction recommended by the panel to the Dean if a sanction is deemed appropriate. If no misconduct is found based on the standard of a preponderance of the

evidence, the notice will include this information.

G. The Judicial Panel's finding is final, subject to the student's right of appeal. However, the Judicial Panel's recommendation for sanction, if any, is subject to the Dean's review (Section XII below.)

XI. GUIDELINES FOR SANCTIONS

A. The panel may choose one or more of the penalties described in this section. In exceptional cases it may elect to modify or individualize a sanction, if such modification seems clearly indicated by the particulars of a case. The panel may formulate and propose other penalties or rehabilitative or remedial measures at its discretion.

B. Sanctions should reflect the nature of the misconduct, and may include recommendations for one or more of the following: counseling (e.g., stress management, sensitivity training, decision-making training), repeat of examination, temporary letter of reprimand, permanent letter of reprimand, repetition of course, repetition of year, extension of year, suspension, disciplinary probation, dismissal with possibility of re-admission, final dismissal (expulsion), additional assignments or coursework (e.g., ethics training), restriction of privileges, monitoring, formal apology, financial restitution, community service.

C. A student found to have committed any second violation of this policy or to have failed to conform to sanctions imposed by prior Judicial Panel proceedings may be immediately expelled from the School of Dentistry. Each case should be considered individually, and sanctions for specific infractions should be based upon the circumstances involved. Students dismissed for violations of the Professional Code of Conduct are ineligible for readmission unless substantial evidence of rehabilitation is provided. Substantial evidence is within the school's sole discretion.

D. A student found guilty of event-related misconduct shall be subject to presumptive dismissal. Presumptive dismissal may be either suspension for a fixed period of time or expulsion. A finding of "event related misconduct" shall be noted on the student's transcript. To avoid dismissal, a student must demonstrate specific mitigating or extenuating circumstances that persuade the final decision-maker that a lesser penalty is appropriate. If dismissal is not the recommended penalty, the mitigating or extenuating circumstances must be enumerated in the written recommendation to the Dean and in the Dean's sanction decision.

XII. DEAN'S REVIEW AND DECISION

A. In the Dean's review phase, the Dean will review the Judicial Panel's report and may

also review the student's complete academic and disciplinary record.

B. The Dean may not substitute his or her judgment for that of the panel as to the findings or change the findings, but the Dean is not bound by the recommendations as to sanction(s).

C. After the time has passed for the student to provide notice of intent to submit appeal, and after any timely appeal of the Judicial Panel's report is considered, the Dean will notify the accused student, the Judicial Board Co-Chairs and the Judicial Panel members in writing and without undue delay of the final sanction(s), if any.

D. If the Dean alters the panel's recommended sanction(s), he/she shall include a brief explanation of the rationale for the change.

XIII. APPEALS

A. Students found responsible for misconduct shall have the right to appeal to the Dean for modification of the sanction, or, for a new hearing. An appeal for a new hearing may only be made on the basis of: (1) failure of the accused to receive due process and/or (2) newly available evidence.

B. The student must provide a brief notice of intent to submit appeal, in writing, and the notice must be received by the Dean's office no later than three (3) school days

after the student has received written notification of the Judicial Panel's findings, decision and recommendations for sanctions. A full written appeal shall be submitted ten (10) calendar days after the student has received notification of the Judicial Panel's findings, decision and recommendation for sanctions. The basis for appeal should be stated and all facts, new evidence and other information to be considered should be included.

C. The Dean will not enforce a decision on final sanction while a student's appeal is pending. However, the Dean may take temporary action, such as temporary dismissal or temporary suspension from school activities pending the results of the appeal.

D. In making the determination as to whether to modify the panel's recommendation for sanction or order a new Hearing, the Dean may seek advice from any individuals of his/her choosing and shall provide a copy of the student's appeal to the Judicial Panel whose members shall be given an opportunity to comment.

E. New Hearing Based on Failure of Due Process

1. If the Dean determines that there was, in fact, significant failure of due process, the Dean shall order a new hearing and stipulate whether the same panel members or a different group shall preside.

2. If a different group is stipulated, the Dean shall direct the Faculty Co-Chair of the Judicial Board to appoint an ad hoc panel which will then conduct a hearing according to the rules set out in this policy.

3. The Faculty Co-Chair or designee will preside.

F. New Hearing Based on New Evidence

1. If the Dean determines that newly available evidence could, in principle, lead to a different finding or different sanctions, the Dean shall order a new hearing.

2. Unless the Dean decides otherwise, the same panel that reached the earlier conclusion shall preside at the new hearing. The composition of the group can be varied if unavailability of particular members would compromise an early resolution of the case.

3. The Faculty Co-Chair or designee will preside.

G. The Dean may grant reasonable extensions of the time limits specified at the Dean's discretion.

XIV. FINAL ACTION

After all appeals have been reviewed and acted upon by the Dean (or, if an Appeal is not requested, not received within the time period specified or is denied), the Dean will

issue and implement the Dean's final decision as to sanction. The Dean may direct the registrar to enter appropriate notations in the student's educational record.

XV. ADDITIONAL PROCEDURE

A. The Faculty Co-Chair of the Board may grant reasonable extensions of the time limits specified for this procedure. Time limits are established in order to ensure orderly operations of the student judicial process. Good faith departures will not invalidate Judicial Board determinations.

B. The Faculty Co-Chair of the Judicial Board will make regular reports of the Judicial Panel's activities to the full Judicial Board, the Faculty Council, Faculty Assembly and the student body, but no student names or classes will be disclosed. This summary is for the sole purpose of reporting Judicial Panel activity.

XVI. IMPLEMENTATION OF THE STUDENT JUDICIAL POLICY

A. For the purpose of implementing the Professional Code of Conduct and the Student Judicial Policy, a copy of this policy will be sent to each student along with the letter of admission to the School of Dentistry. Students will be advised that enrollment in School of Dentistry is contingent upon the understanding and acceptance of the tenets contained in this Student Judicial Policy and Professional

Code of Conduct. All incoming dental and dental hygiene students and students in Advanced Dental Education programs included in this policy will be examined on this policy as part of their orientation activities and will sign the Judicial Policy statement (Appendix 1). It will be the responsibility of the Judicial Board Co-Chairs to design, proctor, and evaluate the results of this examination as well as to remediate any deficiencies. Until the examination is successfully completed, a student will not be allowed to attend class or clinic. At the beginning of each academic year, each dental and dental hygiene class and Advanced Dental Education students covered by this policy will be addressed by the Co-Chairs of the Judicial Board in order to reinforce adherence to the Professional Code of Conduct and Student Judicial Policy.

B. Department chairs or directors of instructional divisions will review the Judicial Policy with the members of their department at the beginning of each academic year. Upon request the Faculty Co-Chair will be available to assist in this regard.

C. All examinations should include examination instructions (Appendix 2) and the Code of Conduct Statement (Appendix 3).

Approved for further review by School of Dentistry Faculty Assembly: March 10, 2008

Approved by University Counsel: June 27, 2008

Approved by Office of the Attorney General: June 27, 2008

Approved by School of Dentistry Faculty Assembly: July 25, 2008

APPENDIX 1.

Code of Conduct to be signed by all incoming students.

Professional Code of Conduct
The School of Dentistry's Professional Code of Conduct is based on the highest standards of integrity and self-discipline, rather than on imposed regulations. I have read the code and understand it. I will not violate any policies of this Code. I accept my duty to report any violations of the Code to the Judicial Board of the School of Dentistry.

Signed

Date

Print Name

APPENDIX 2.

Examination instructions that can be attached to examinations.

In keeping with the dental profession's responsibility for self-regulation and self-discipline, the following guidelines should be followed during examinations.

A. Upon distribution of the examination, all conversation among students should cease until the end of the examination period.

B. Notes, textbooks, cell phones, and electronic devices are prohibited unless explicitly allowed in the examination area.

C. Examinations must represent the student's own efforts.

D. If a student must leave the room, examination papers **MUST** remain turned down and in the examination room.

E. Examinations must be completed and turned in by the end of the specified examination period.

APPENDIX 3.

Code of Conduct to be put on examination forms and students will sign after each examination.

Professional Code of Conduct

The School of Dentistry's Professional Code of Conduct is based on the highest standards of integrity and self-discipline, rather than on imposed regulations. I have read the code and understand it. I have not violated any policies of this Code and I have not observed violations by others. I accept my duty to report any violations of the Code to the Judicial Board of the School of Dentistry.

Signed

Date

Print Name

DRESS REGULATIONS

It is the responsibility of all students, faculty, and staff in the clinics, clinic simulators and clinical laboratories to maintain personal dress and cleanliness that is consistent with professional patient care and MOSH regulations. It is also the responsibility of the aforementioned persons to promote this policy with others.

Research lab staff will not be impacted by the dress regulations other than for MOSH requirements. Attire in clinical simulation area should be identical to the attire considered appropriate for the patient treatment areas. Attire should be neat, clean and professional, conveying the respect inherent in the practitioner-patient relationship.

1. Informal attire such as denim jeans, shorts, and Bermuda shorts are not permitted. Clean athletic shoes (with socks) may only be worn with scrub attire.

2. All students will wear white or blue clinic coats or disposable gowns, provided by the school, during patient treatment. Selection of the coat or gown is based on the procedure being performed. Clinic coats/gowns will be worn in all patient care areas, and must be fully buttoned (including the top snap or button) during patient treatment. A clean coat or gown will be worn each day; it will be changed should it become visibly stained or contaminated during the clinic session. CLINIC COATS SHOULD NOT BE WORN OUTSIDE THE BUILDING OR INTO NON-CLINICAL AREAS OF THE BUILDING.

3. Surgical scrub attire may be worn while delivering patient care provided that a clean white or blue clinic coat and/or disposable gown are worn over the scrubs. Clean, pressed scrubs in solid colors (with the exception of navy blue which is reserved for faculty) will be purchased and

maintained by the individual. Individuals choosing to wear scrubs for patient treatment may either change at school prior to patient treatment or arrive and leave the building in scrub attire.

4. If scrub attire is not worn in the clinic setting, men and women will wear attire appropriate for a professional environment. Men should wear clean, neat slacks and a collared dress shirt. T-shirts are not permitted. Women may wear slacks, Capri pants, skirts or dresses. Skirts and/or dresses may be no shorter than two inches above the knee. Open toed shoes or other shoes with openings on the tops of the shoes (e.g., Crocs or flip flops) cannot be worn.

5. "Combination scrubs" are permitted as defined: Students may wear a dark solid-colored scrub top tucked into neat slacks with a belt and dress shoes. Female students may wear dark solid-colored scrub bottoms with a solid colored fitted top (t-shirts with logos are not permitted) and athletic shoes.

6. With the exception of a smooth band, rings should not be worn. Earrings should not interfere with personal protective equipment or patient treatment.

7. An individual's hair style should prevent hair from contacting patients, instruments, or equipment. Hair should be clean and neatly groomed. Hair longer than

chin/shoulder length should be worn away from the clinician's face.

8. Fingernails should be clean, short (no longer than the fingertip) and well-manicured. Light-colored fingernail polish is permissible. Acrylic fingernails are not permitted.

Addendum for student only:

Greater flexibility in attire is permitted in the classroom and seminar areas (i.e. clean nondistressed denim jeans, sandals for women, casual but modest attire), provided that the standards of professionalism are maintained and that the student does not enter the clinic or simulation areas.

COMPLAINTS TO THE COMMISSION ON DENTAL ACCREDITATION

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the commission's policy and procedure for submission of complaints may be obtained by contacting the

Commission at 211 East Chicago Avenue,
Chicago, IL 60611 or by calling 1-800-621-
8099 extension 4653.