

FAQ's

Continuing Education

Has the AGD requirement of 75 credit hours for membership been discontinued?

No, members are still required to meet the 75 hours of CE for membership maintenance within their three-year cycle, but no longer have to report their CE to maintain membership.

Instead, a signature on a member's annual dues invoice, or submission of dues online, will serve as verification of the ongoing commitment to meet the CE requirement. The following statement will precede the signature or submission button, "By submitting dues to the AGD, I attest that I have met or will meet the 75 hours of continuing education that is required."

Where can I find CE courses?

The AGD offers various resources to help you fulfill your membership maintenance requirement. To learn more, visit the AGD Web site and follow the appropriate links:

- AGD Annual Meeting & Exhibits: Join us for learning, networking, and fun! Click on "Annual Meeting & Exhibits" under the Meetings & Events section for details.
- Self-Instruction Program: Complete the Self-Instruction exercises featured in the AGD's peer-reviewed journal, General Dentistry. Click on "Education," and then "Self-Instruction" under the Publications section to learn more.
- AGD CE Database: To find local CE opportunities, click on the "My AGD" tab and visit the AGD Events Calendar.
- FREE Online CE: GC America offers free online CE classes for AGD members. For details, click on "Online CE Opportunities," and then "Free Online CE" under the Education section.
- AGD PACE-Approved Providers: Find providers in your area. To begin your search, click on "Earn CE," and then "Find a PACE Provider" under the Education section.

How should I report my CE credits?

If you attended a course presented by an AGD PACE-approved provider, you do not need to send that information to AGD Headquarters, as approved providers are required to submit the information. Please allow up to 60 days for credits to be posted for PACE-approved courses. If after 60 days your credits have not posted, please contact your provider.

Course verification from non-PACE-approved providers should be submitted to the AGD via mail or fax (312.335.3432). Please be sure to include the following information on your submission:

- Your name and six-digit AGD ID number
- Course provider name and ID number/address
- Course information, including title, date, speaker, location, hours earned, and topic and/or subject code
- Course type (i.e., lecture, participation, or self-instruction)

How long does it take the AGD to update CE to my transcript?

It takes approximately 10 business days from the date the AGD receives your CE for it to be processed and added to your transcript. For this reason, sending CE via fax is generally the fastest method of submission.

Is there a time limit for reporting CE credits?

No, but the AGD requests that members report their course verification from non-PACE-approved providers via mail or fax (312.335.3432) within 60 days of completion.

How can I keep track of credits I've earned so that I don't duplicate courses by mistake?

Use your online AGD transcript to monitor your CE activities. It lists the credits reported to AGD since you joined and indicates credits accrued toward the Fellowship and Mastership Awards. You can view your continuing education record on the AGD's Web site at www.agd.org under the "My CE" tab, or request to have a copy sent to you by contacting the Membership Services Center at 888.243.3368 or membership@agd.org.

How can I correct an error on my transcript?

To keep up-to-date with your AGD records, you can view your AGD transcript online anytime by selecting the "My CE" tab at www.agd.org. You can also add courses or make changes to your CE transcript via fax (312.335.3432) or mail to:

Academy of General Dentistry
211 E. Chicago Ave., Ste. 900
Chicago, IL 60611-1999

If you have further questions about Continuing Education, please contact the AGD Membership Services Center at 888.243.3368.

Can the subject code of a course, or CE course type (lecture/participation) be changed?

Written verification from the program provider is required to change the subject code of a course, or to change a lecture course to a participation course.

What activities must be verified by providers?

Verification of participation in the following activities is always required before credit can be granted:

- Publication of scientific articles
- Teaching
- General practice residencies (GPR) or advanced education in general dentistry (AEGD) programs
- Completion of courses of unusual length (usually 40 hours or more)
- Completing audio, audiovisual, online, and written self-instruction programs (verification of post-tests completion)

How can I receive CE credit for the completion of a residency program?

To receive credit for the completion of an ADA-accredited residency program in general dentistry, send in a copy of the residency certificate or a letter from the director of the residency program on official letterhead verifying that you have completed the residency. Be sure to include the beginning and ending dates of the program, along with the type of residency completed. Please note that GPR and AEGD programs are the only residencies that qualify for credit. Credit is awarded as follows:

- Up to 150 hours of participation credit toward the Fellowship and Mastership Awards for approved one-year programs
- Up to 300 hours of participation credit toward the Fellowship and Mastership Awards for approved two-year programs
- Up to 450 hours of participation credit toward the Fellowship and Mastership Awards for non-concurrent completion of both types of approved programs.

Can I receive CE credit for teaching?

Yes, if you have a faculty appointment at an ADA- or CDA-accredited institution, you can receive up to 150 hours of approved credit. A verification letter from the director of the program is required to receive teaching credit for a faculty appointment. The letter should be on official letterhead and include the dates of teaching appointments and the subject taught. CE presentations sponsored by AGD PACE- or ADA CERP-approved providers also are eligible for credit. Verification on letterhead or other official correspondence must be sent by either the sponsoring organization or the lecturer.

A combined maximum of 150 teaching/publication hours may be applied toward the Fellowship and Mastership Awards.

Can I receive credit for my writing?

You can receive up to 150 hours of publication credit toward the Fellowship and Mastership Awards for authoring published scientific articles. To receive credit for an article that has been published, submit a copy of the article as it appears in the publication. Articles written about practice management are not eligible for credit. Credit is awarded as follows:

- 65 hours for scientific articles published in a refereed journal (40 hours for non-refereed)
- 65 hours for a textbook or chapter of a dental textbook
- 10 hours for a published case report, technique paper, or clinical research report in a refereed journal (5 hours for non-refereed)

A combined maximum of 150 teaching/publication CE hours may be applied toward the Fellowship and Mastership Awards.

If I took CE or postgraduate training before I joined the AGD, can I get credit for it?

Generally, the AGD only recognizes CE credits beginning the date you joined the AGD. However, under certain circumstances, the AGD grants credit for activities completed before your join date. Recent dental graduates receive credit for all CE courses they took since graduation, if they joined the AGD during the first full calendar year after graduation.

In addition, if you joined the AGD within four years of completing a one-year CODA-accredited advanced dental education program (AEGD/GDR/GPR), you may receive up to 150 hours of Fellowship credit, and up to 300 hours if you completed a two-year CODA-accredited program.

