EXAMINATION INFORMATION FOR CANDIDATES

Version current for 2012 Examination

Candidates: Complete the Examination Security Form that is attached to the end of this document and return it to the AVDC Executive Secretary by December 31st.

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Dates, Times, Location

Candidates will be informed of the dates, times and location of the examination, including information about a convenient hotel and a MANDATORY meeting with the Examination Committee on the evening before the examination.

Disabilities and Other Health Issues

Within the constraints of an examination environment requiring maintenance of anonymity of the candidates and use by the candidates of equipment during the practical examination, AVDC will endeavor to accommodate disabilities or other health concerns that are known to the AVDC prior to the examination. Send a separate note and a physician’s letter to the Executive Secretary when you submit the completed Examination Security Form. Any health-related information you elect to submit will be held in confidence.
EXAMINATION FORMAT

Examination Content Distribution:

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<thead>
<tr>
<th></th>
<th>Peridontic</th>
<th>Endodontic</th>
<th>Oral Surgery</th>
<th>Restorative Prosthodont</th>
<th>Orthodontic</th>
<th>Oral Med</th>
<th>Anesthesia, Metabolism</th>
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**Written Examination**

The written examination is an objective examination consisting of 150 five-part multiple choice questions designed to measure your knowledge of the scientific literature in the fields in the table mentioned above. Candidates will be allowed 4½ hours to complete the examination.

**Bench Examination**

This portion of the examination consists of 100 questions and must be completed within 4½ hours. It includes the categories in the table above and is designed to evaluate oral diagnosis, treatment planning ability, familiarity with anatomy, materials, supplies and equipment, as well as therapeutic judgment.
Please read the following directions carefully regarding the bench examination:

- The **Bench Examination** will be in the form of PowerPoint images, with a multiple choice question pertaining to each image.
- Questions may be based on photographs, radiographs, specimens, dental materials, instruments, etc.
- Be sure to carefully check that you have inserted your answer for that question in the right space on the answer - completely cross out the letter corresponding to the your answer for each question.
- No discussion of any question with the proctor or other examinees will be allowed.
- Two brief scheduled breaks will be provided at pre-determined intervals during the bench examination.

**Practical Examination**

The practical examination is given to test the clinical technical skills of the candidate. The examination will be given in three half-day sessions (Friday morning, Saturday morning, Sunday morning), with on average four procedures to be performed per half day session. The candidates will perform procedures in periodontics, endodontics, oral surgery, restorative dentistry/prosthodontics and orthodontics. The core disciplines are periodontics, endodontics, oral surgery and operative dentistry (restorative dentistry and prosthodontics), and there will be a minimum of two procedures per core discipline. An additional, non-core, discipline is orthodontics.

The format of the examination will be explained further at the beginning of the examination.

After you have received the assignment sheet for that session (see Possible Practical Examination Procedure List on page 5), plan your work sequence at the start of the session, and continue to be aware of the time during the session.

Examinees are responsible for staging their procedures accordingly to satisfy all examination requirements. As in all clinical cases, not all specimen(s) are exactly the same. Each examinee should work with their specimen(s) to the best of their ability.

Candidates are to work independently and no candidate is allowed to receive help from any other candidate or other person on any phase of the practical examination. **Planned sharing of equipment or materials among candidates is no longer permitted**, as this has been found to be disruptive to the examination process. Candidates are not to discuss the examination with each other during the examination. Minimal conversation directed toward the use of AVDC-provided equipment is permissible. Otherwise, candidates are not to engage in conversation during the examination. If a candidate has a question, he or she should come to the proctor. Pets, family members, friends, staff,
and personal belongings not related to the examination will not be allowed in the examination area. Electronic music players (e.g., mp3, iPod) and ear phones are not allowed (see Examination Security and Candidate Misconduct). You may use ear plugs if you wish to reduce ambient noise.

**Work-station:** Each candidate will be provided with an individual work area equipped with air-and-water sources for conventional 4-hole hand-pieces. Candidates with preferences for specific equipment are allowed to bring their own provided it does not interfere with the work of other candidates or the Examination Committee. **Planned sharing of equipment or materials among candidates is no longer permitted,** as this has been found to be disruptive to the examination process. The Examination Committee has discretion as to how to manage equipment emergencies that occur on site.

**Instruments and materials** such as radiographic film, hand-pieces, restorative material, curing lights, impression materials, dental stone, etc. are not supplied by the AVDC. The Examination Committee discourages the use of thermoplasticized gutta percha for endodontic procedures due to the temperature of the materials provided. The use of surgical adhesives for closure is not allowed because this prevents evaluation of surgical technique. Due to safety regulations, use of two-part, liquid-powder methyl methacrylate products and chloroform are not allowed. Candidates must find an alternate material for procedures that might call for the use of such products. Candidates will not be required to use amalgam for restorative procedures. To summarize, all materials necessary to complete the practical examination sessions, and which were not mentioned in this document as being supplied by the AVDC, are the responsibility of the candidate. No reading materials associated with dental equipment or supplies may be brought into the examination room, except product information sheets that were originally packaged with the equipment or material.

**Set-up:** The candidates will be allowed into the examination room 30 minutes prior to the scheduled start time of each session, to set up their equipment.

**Radiographs:** Radiographic film is to be used. Bringing your own dental radiography unit is not allowed. Use of digital radiographic sensors is not permitted in the 2012 examination. Equipment to be provided by the AVDC for use by the candidates includes 2-3 dental radiographic units, and 1-2 automatic radiographic processor(s); a proctor will process the films through the automatic processor. Although an automatic processor will be available, the use of a chair-side manual processor is permitted; all films must be rinsed and dried for submission by the end of the session - candidates may bring their own chair-side developer and hair-dryer to dry their own film if they wish. The use of D-speed film (e.g. Kodak Ultra-speed) is recommended, in order to avoid resetting the x-ray machines and automatic processor. The settings on the radiographic units are based on use of Kodak Ultra-speed film. Less expensive brands of D-speed film may not produce a similar quality image. Candidates are not allowed to use their own radiograph mounts - envelopes will be provided.
for submission of radiographs and a black, fine-tipped permanent marker should be brought to label films for submission.

Submission of items for grading:
Examination materials must be handed in on time. Materials will not be accepted after candidates have been told that there is no time left, and a score of zero will be assigned for the procedures performed on those materials. Time remaining in the session will be announced periodically by the proctor.

Any items being submitted for evaluation (such as impression trays) must be completely devoid of any identifying mark other than the specimen numbers that will be assigned at the time of the examination. Candidates must submit only what is specifically requested on the examination instructions. Any other material submitted will not be evaluated and may compromise the anonymity of the candidate.

Safety issues: Taking dangerous chemicals (e.g. chloroform) on airplanes is illegal. Candidates currently residing outside the USA should be aware that the voltage in the United States is 110v.

Given the changes in travel security arrangements resulting from the September 11th 2001 disaster, review carefully what you need to bring with you. Contact your airline and/or the US Transport Security Administration if you have any questions or concerns.

POSSIBLE PRACTICAL EXAMINATION PROCEDURE LIST

- While this list is representative of the types of procedures that will be included in the examination, the AVDC and the Examination Committee reserve the right to include other procedures. Any procedures not on the list will not require equipment or supplies beyond those necessary for performing the procedures on the list.
- The goal of the practical examination is to evaluate clinical skills, judgment, and treatment planning.
- The choice of technique and materials to be used for each procedure is part of treatment planning, and it is up to the examinee to select an appropriate technique and to execute the procedure. Radiographs will be required for some procedures.
- Use this list to determine what equipment, instruments and supplies may be needed, so that you are fully prepared.

Periodontics
1. Perform routine periodontal treatment (“prophylaxis”) on an assigned area.
2. Open curettage of single or multiple teeth.
3. Flap procedures of assigned type and location.
4. Use of a guided tissue regeneration technique for management of a periodontal defect. You will NOT be required to provide and place an actual guided tissue regeneration membrane.
5. Type II Crown Lengthening procedure.
**Endodontics**

1. Pulpectomy (standard root canal treatment) or partial coronal pulpectomy (vital pulp therapy), specific tooth as directed.
2. Apicoectomy (surgical root canal treatment), specific tooth as directed.
3. Pulp capping, specific tooth as directed.
4. Treatment of endodontic complications (e.g. perforated root).

**Restorative**

1. Crown preparation for a metal or porcelain crown in response to a fractured crown with most of the crown intact; appropriate impressions, bite registrations, and models.
2. Functional direct crown build-up on a tooth fractured off 2 mm coronal to the gingival margin; this may involve placement of post and/or pins.
3. Restoration of a specific class and type of defect with an appropriate restorative for such, or with a restorative such as glass ionomer or composite as specified in the examination.

**Oral Surgery**

1. Surgical and/or non-surgical extraction of specified tooth or teeth.
2. Repair of an oronasal fistula on a specified area.
3. Intra-osseous or interdental wiring of specified teeth or area.
4. Palatal surgery.
5. Dental arch resection for the treatment of a neoplasm.
6. Noninvasive fracture repair techniques (intraoral splints)

**Orthodontics**

1. Take an impression of a specified area with an appropriate material.
2. Pour and prepare a stone model from the impression taken.
3. Cementation of brackets and buttons.
4. Application of a bracket, button, appliance, wire, elastics, or power chain as required or requested, appropriate for movement of a specified tooth or teeth.
5. Diagnosis of a malocclusion, recommendation of a treatment plan and preparation of laboratory instructions.

**SUGGESTED READING MATERIAL for CANDIDATES AND TRAINEES**

The following list is provided as suggested reading material. It is not all inclusive of every potential reference and publication as the body of scientific literature is fluid and always changing. No attempt is made to restrict examination questions to the material in these references. The examination reflects the current state of knowledge in veterinary dentistry rather than material from a particular group of references. Much of veterinary dental knowledge has been derived from human dentistry. This is reflected in the suggested reading list and will also be reflected in the examination itself.
BOOKS:

Anatomy:

Anesthesia:

Dental Materials:

Endodontics:

Equine:

Exotics:

Orthodontics:

Pathology:

Periodontology:

Radiology:

**Restorative Dentistry / Prosthodontics:**

**Surgery:**

**Small Animal Dentistry:**

**JOURNALS AND PERIODICALS:**
2. Dental Abstracts. Elsevier Science International. (Last five years)
4. Year Book of Dentistry®, St. Louis: Mosby-Year Book. (Last five years)

Other suggested journals with valuable dental articles in them include: Compendium on Continuing Education for the Practicing Veterinarian, Compendium of Continuing Education in Dentistry, Veterinary Surgery, Journal of the American Animal Hospital Association, Journal of the American Veterinary Medical Association, and American Journal of Veterinary Research.
PASSING GRADE, EXAMINATION RESULTS, REPEAT EXAMINATIONS

The passing grade for each of the three parts of the examination is 70 %, and candidates must pass all three parts to become a Diplomate of the College.

The scoring standards for the practical portion of the examination are based on generally accepted dental techniques as found in current textbooks and practiced by Diplomates of the AVDC. For each procedure, a grading system of 0-100 based on predetermined criteria is used. The passing grade for a single procedure is 70% and the passing grade for each core discipline and the examination as a whole is 70%. All four core disciplines must be passed to pass the practical portion of the examination. The core disciplines are periodontics, endodontics, oral surgery and operative dentistry. The scores of the graders will be averaged for each candidate. Fractional scores shall stand as is, and are not rounded. The final grade of the practical examination shall be the average score of the procedures assigned. The Examination Committee reserves the right to recommend to the AVDC Board of Directors to fail a candidate in the practical examination, irrespective of the score obtained, if an error was performed by the candidate that would, in a clinical situation, result in serious harm to the patient.

Disclosure of Examination Results
Candidates will receive written notification of whether or not they passed the examination within forty-five days of the date of the examination. Examination results will be sent to all candidates on the same day. Candidates who are not successful in the examination, including the practical examination, will be provided with an explanation of the deficiencies that prevented their passing the examination. For the written and the bench examinations, information will be made available on whether the candidate passed or failed each category of the examinations. For the practical examination the candidate will be informed of the general areas where the candidate was found to be deficient. Candidates will not be allowed to review their examination papers or other examination materials after the examination.

Repeat Examinations
The AVDC certifying examination has three parts: written, bench and practical. Candidates failing one or two parts of the examination do not have to repeat the part(s) of the examination that they have previously passed. Candidates may take the examination three times within the five-year period following acceptance of credentials to successfully complete all three parts of the examination. Candidates wishing to retake all or part of the examination are to complete, sign and submit the Re-Examination Form, which is available for down-loading from the AVDC web site, in the Examination documents section of the Information for Registered Trainees page.
Any candidate who has not successfully completed all parts of the examination within five years will be permitted to re-apply by submitting a new credentials application, pay all application and examination fees, satisfy all current credentials requirements and repeat the credential review process. An applicant whose new credentials have been accepted will be required to take the entire examination and complete all three parts successfully.

EXAMINATION SECURITY AND CANDIDATE MISCONDUCT

Any questions before the examination regarding the examination are to be directed via e-mail to the Executive Secretary of the AVDC (ExecSec@AVDC.org) or, if the Executive Secretary is unavailable, to the Chair of the Examination Committee. Questions will be answered in writing and copies will be sent to all candidates. It is strictly forbidden to have direct or indirect contact with other members of the Examination Committee (including the ‘on-deck’ members) regarding the process, format or content of the examination, from the date that an applicant is notified that s/he is a candidate for the examination and until the examination has been completed. Any breach of these rules can be considered reason for action by the Board of Directors to deny a candidate admission to the examination.

The Committee for the 2012 Examination consists of: Kevin Stepaniuk (chair), Judith Yee (chair-designate), Don Beebe, Stanley Blazejewski, Tom Chamberlain, Jerome D’Astous, Paul Mitchell, Jennifer Rawlinson, Judy Rochette, Stephen Juriga, Christopher Snyder, Tony Woodward and Bob Ulbricht.

Examination security is a primary concern for AVDC. Do not bring personal materials (e.g. notes, books, tape recorders, photographic devices, calculators, computers, cellular phones) to the examination room. References are not to be consulted during the examination process. The examination material is not to be divulged to others.

Candidates: Complete and sign the Examination Security Form at the end of this document and return it to the AVDC Executive Secretary by December 31st of the year before the examination.

AVDC POLICY ON APPEAL OF ADVERSE DECISIONS

The AVDC policy on appeal of adverse decisions is available on the AVDC web site by link from the Information for Registered Trainees page.
Examination
Security Form

This form is to be completed, signed and returned to the AVDC Executive Secretary by December 31st in the year prior to taking the examination.

Ethical and Professional Standards Statement
AVDC endorses the AVMA Principles of Veterinary Medical Ethics and the American Board of Veterinary Specialties (ABVS) statement that members of ABVS-recognized colleges are to “Demonstrate unquestionable moral character and ethical professional behavior”. I understand and accept that candidates for the AVDC examination are required to adhere to this standard.

I understand and accept that I am required to abide by the AVDC Guidelines for Use of Specialty Titles (available on the Information for Registered Applicants page on the AVDC web site), and specifically that I may not use the terms “board eligible” or “board qualified” and that no connection with the AVDC may be made or implied until I have successfully completed the examination and am certified as a Diplomate of AVDC.

Specific Limitations on Examination Conduct and Communications:
I understand and accept that the giving or receiving of aid in the examination as evidenced by observation at the time of the examination, or the use of notes, or the taking of notes other than on the examination booklet, or removal of materials from the examination room, or discussion of the examination with other individuals, or any other forms of misconduct or cheating may be sufficient cause for the American Veterinary Dental College to terminate any participation in the examination, and/or to invalidate the results of my examination, and/or to deny my entrance to all future examinations.

I understand and accept that the format and content of the examination are the property of the AVDC, and that I may not divulge information about the examination to others. I accept that the only exception to this rule is that, should I fail any part of the examination, I am permitted to discuss my performance with my mentor/program director in order to better prepare myself for my next examination attempt.

Printed Name of Candidate: ____________________________
Signature of Candidate: ____________________________ Date: ______________

The results of the examination usually are available by mid-late April. Unless indicated otherwise below, the results of the examination will be communicated to candidates by e-mail to the e-mail address on record with AVDC. Please check your AVDC contact information is correct via DMS. I wish to be notified of the result of the examination by the following means of communication:

☐ US Mail at this postal address: __________________________________________

☐ Fax: ____________________________

Please give the name, address, telephone number, fax number or e-mail address for a back-up contact person should AVDC not be able to contact you when the examination results are available:
__________________________________________
__________________________________________

Return the completed form to:
Colin Harvey, Executive Secretary, AVDC, 622 Maple Court, Haddonfield, NJ 08033, USA