

THE ROADMAP *to* MAADOM

Don't get lost on your journey to become a Master of the American Association of Dental Office Management (MAADOM). Follow this step-by-step process to reach your goal without a misstep.



PRE-TRIP CHECKLIST



- Are you an AADOM member in good standing for at least one year prior to induction?
- Do you currently hold an AADOM Fellowship (FAADOM) designation?
- Have you attended at least one AADOM Annual Conference within the past three years (the year of induction does not meet this requirement)?

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CHECKPOINT 1 GETTING STARTED

- Enroll in program (\$75)
- Set up/update a LinkedIn profile

CHECKPOINT 3 EDUCATION REQUIREMENTS

- Complete and pass OSAP-DALE Foundation Dental Infection Prevention and Control Certificate Program
 - Understanding CDC's Summary of Infection Prevention Practices in Dental Settings (2 CEs)
 - OSAP-DALE Foundation Dental Infection Prevention and Control eHandbook (10 CEs)
- Accrue 100 CE Credits within five years of induction
 - 50 CEs must be AADOM-approved CE hours
 - CE's must be obtained from AADOM's e-Campus or DPLN meetings
 - 50 CEs may be AGD-PACE and/or ADA-CERP-approved
 - 12 CEs are from completion of the OSAP-Dale program.

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CHECKPOINT 2 WRITE ARTICLES

- Write three articles for inclusion in AADOM publications. (Articles must be submitted after enrollment AND approved by AADOM editor before application is submitted.)

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FINAL STOP CHECKLIST

- Must be registered for a conference prior to submitting application and must attend conference the year of induction.
- Have my three articles been submitted and approved?
- Documents to be submitted:
 - CE report from your member portal (100 total CEs)
 - OSAP-DALE Foundation Dental Infection Prevention and Control eHandbook Certificate
 - Understanding CDC's Summary of Infection Prevention Practices in Dental Settings Certificate
 - Final Certificate confirming that inductee has successfully completed the OSAP-DALE Foundation Dental Infection Prevention and Control Certificate Program
 - Submit completed Mastership Application Form and \$450 application fee

MAADOM MAINTENANCE

MAADOMs must renew annually to maintain their MAADOM designation. Annual maintenance includes:

- Accruing 15 AADOM-approved Continuing Education (CE) credits each calendar year. Seven of these credits can be from AGD/PACE and/or ADA/CERP approved CE.
- Maintaining good standing as an AADOM Member and following AADOM's Code of Conduct.
- Attending at least one AADOM Conference every three years.
- Pay a \$50 annual maintenance fee (or \$35 for lifetime members).

