

# | DAADOM |

## Diplomate of the American Association of *Dental Office Management*

### INDUCTION REQUIREMENTS

To attain the level of Diplomate of the American Association of Dental Office Management, (AADOM), the following requirements must be met. All requirements must be met within five years of enrollment application.

- Candidate must hold current AADOM Mastership, (MAADOM) designation.
- Earn at least 150 CE credits within five years of enrollment form submission date. 75 CE must be AADOM approved, 25 of which must be advanced level CE.
- Earn the OSAP-DANB DISIPC OR CDIPC Certification™. (CE required by OSAP-DANB to maintain DISIPC or CDIPC certification™ may be applied to the 150 CE credit DAADOM requirement.)
- Complete AADOM's online Ethics Module
- Submit three articles for inclusion in AADOM publications and one article for inclusion in another industry publication.
- Attend at least three AADOM Annual Conferences in five year period.
- Attend five chapter meetings within a five year period.
- Complete at least 16 hours of community service—dentistry related.
- Inductee must attend the conference the year they are being inducted.
- Submit completed Diplomate program enrollment form and submission of the enrollment fee.
- Submit completed Diplomate application form and submission of application fee.
- Investment in achievement of AADOM Diplomate consists of the \$99 program enrollment fee, \$350 Diplomate application fee, OSAP-DANB DISIPC OR CDIPC Certification™ exam and renewal fees are to be determined in 2020.

Upon approval of Diplomate status, inductees will be given the designation of DAADOM, Diplomate of the American Association of Dental Office Management.

### ANNUAL DIPLOMATE MAINTENANCE REQUIREMENTS

DAADOM's must renew annually to maintain their DAADOM designation. Annual maintenance includes:

- DAADOM's must maintain 25 AADOM approved CE each year. These 25 CE may include up to 12 AGD- PACE and/or ADA-CERP approved CE. Credits accepted to renew OSAP-DANB DISIPC OR CDIPC certification™ can be applied to meet annual DAADOM maintenance requirements.
- Individual must be an AADOM Member in Good Standing and agrees to adhere to AADOM's Code of Conduct.
- DAADOM's must attend at least three AADOM conferences within a five year period.
- \$50 DAADOM annual maintenance fee is required.