

# PREPARING FOR THE FLORIDA DENTAL LICENSURE EXAMINATION



**florida dental**  
ASSOCIATION  
SM

Provided by the members of  
the Florida Dental Association

# CONTENTS

- 4 Frequently Asked Questions
- 7 To Do List
- 9 Resources
  - 9 Dental Models
  - 9 Insurance Services for Dentists
  - 9 Patient Acquisition Services
  - 10 Exam Preparatory Courses
  - 10 Dental Instruments and Supplies
  - 11 Contact List

## GRADUATING FROM DENTAL SCHOOL TO PRACTICE IN FLORIDA?

All new dental graduates who become members of the Florida Dental Association (FDA) and practice in Florida will have their first year of professional liability insurance from The Doctors Company reimbursed by their FDA colleagues.

Florida Dental Association  
800.877.9922  
850.681.3629  
[www.floridadental.org](http://www.floridadental.org)  
[membership@floridadental.org](mailto:membership@floridadental.org)

The FDA supports dental students by paying for the malpractice insurance required to take the Florida Board of Dentistry Licensure Examination. (See the FAQ section for details.)

# PREPARING FOR THE FLORIDA DENTAL LICENSURE EXAMINATION

Dear Florida Dental Licensure Applicant,

Taking a professional licensure examination is undeniably a stressful experience. The Florida Dental Association (FDA) is committed to helping Florida dental-licensure candidates. We want every qualified applicant who takes this examination to pass with as little anxiety as possible. We look forward to having you join us as a colleague and FDA member.

This pamphlet provides quick answers to the most common questions candidates ask. It also has resource information, but does not replace the detailed information available through the Florida Board of Dentistry websites: [floridasdentistry.gov](http://floridasdentistry.gov) and [www.cdcaexams.org](http://www.cdcaexams.org) (formerly NERB). The Florida examination is the *ADEX Traditional Format Exam* approved by the American Board of Dental Examiners.

Every FDA member passed a similar examination and remembers what it was like. We all want to help you pass with flying colors!

From our 7,000 members, please accept this pamphlet with best wishes and good luck!

Very truly yours,

Your future colleagues  
Council on the New Dentist  
Florida Dental Association

## FREQUENTLY ASKED QUESTIONS

### Q: How often and where is the examination given?

A: The clinical and written examinations typically are given in June and December. Exams are given at the University of Florida College of Dentistry in Gainesville, Florida, and at Nova Southeastern University College of Dental Medicine in Fort Lauderdale, Florida. Graduating seniors may take their exams in March. Specific directions will be sent to you after your exam application is accepted.

### Q: Where do I get an application and more information?

A: You can find the application at the BOD's website listed below and also information about the exam at [www.nerb.org](http://www.nerb.org), which provides *ADEX Dental Candidate Manuals*. Applications must be postmarked at least 60 days before the exam to be accepted.

Florida Board of Dentistry  
P.O. Box 6330  
Tallahassee, FL 32314-6330  
850.245.4474  
[www.floridasdentistry.gov](http://www.floridasdentistry.gov)

### Q: Does it help to be a Florida resident?

A: No. In fact, many dentists who pass the exam are from other states or foreign countries. The exam is double blind, meaning candidates and examiners never have direct contact. Examiners do not know whose work they are grading. They have no access to any information about which candidate performed a particular procedure. In this manner, candidates are graded fairly without regard to their background.

### Q: What is tested on the examination and how long will it take?

A: The examination has three parts:

- 1) a **laws-and-rules exam** (a computer-based multiple-choice exam). This section is scheduled at a separate facility and requires separate registration and fee payment. It is not part of the clinical exam and can be taken at your convenience.
  - 2) a **clinical exam**;
  - 3) a **diagnostic-skills exam** (a written multiple-choice exam);
- The clinical/diagnostic exam is administered over four days. There is a mandatory orientation program that may necessitate five days.

### Q: Do I need malpractice insurance?

A: Yes, proof of malpractice insurance is required. As a service to board-exam candidates the FDA, through FDA Services Inc., offers the malpractice insurance required to take the exam. **Application forms are available through Florida dental schools, FDAS or online at [www.fdaservices.com/board](http://www.fdaservices.com/board)**. Senior dental students receive the insurance at no cost. Other applicants pay a \$15 fee. Once the application form is completed and returned to FDAS, a certificate of insurance is issued. For information about FDAS malpractice insurance for the exam, contact:

FDA Services Inc.  
1113 E. Tennessee St., Ste. 200  
Tallahassee, FL 32308  
800.877.7597  
[insurance@fdaservices.com](mailto:insurance@fdaservices.com)

**Q: Who are the examiners?**

A: They are dentists who have been licensed in Florida for at least five years. They cannot be instructors at a dental school.

**Q: Who can help me prepare for the examination?**

A: Exam preparation courses are available.  
(See page 8, Resources.)

**Q: How do I know that all the examiners are grading by the same set of standards?**

A: All examiners go through an intense calibration exercise before the exam to be sure they grade as reliably as possible.

**Q: Once I am licensed in Florida, do I have to practice there to maintain my license?**

A: No, but you must maintain licensure by paying appropriate fees and complying with Florida regulations on mandatory continuing education and licensure renewal.

**Q: If I graduated from an unaccredited dental school, can I take the licensure examination?**

A: Yes, but only if you have successfully completed a two-year supplemental dental-education program at an accredited dental school. A certificate of equivalency is required. Contact the Florida Board of Dentistry for more information. The Board of Dentistry also has a screening tool on its website.

**Q: Will I receive detailed information about the examination?**

A: Yes. Detailed information is at the BOD's website, [www.floridasdentistry.gov](http://www.floridasdentistry.gov), and also at [www.cdcaexams.org](http://www.cdcaexams.org) (formerly NERB), which provides *ADEX Dental Candidate Manuals*. The Florida examination is the *ADEX Traditional Format Exam* approved by the American Board of Dental Examiners.

It will answer most of your questions about the procedural aspects of the exam. It will be helpful to study this information before taking the exam. Also, candidates will attend an orientation session given by the examination supervisors. The session will include a question-and-answer period.

**Q: Where can I buy the models and instruments needed for the examination?**

A: You can make your own models using instructions provided by the Board of Dentistry through [www.cdcaexams.org](http://www.cdcaexams.org). However, most candidates buy models from suppliers who are experts in correctly fabricating them. (See page 6.)

**Q: What instruments are required?**

A: Candidates must supply **all of their own instruments**. **Specific instruments** for check in and grading of the examination are required. Be sure you comply **exactly** with the instrument requirements outlined in the *ADEX Dental Candidate Manual*.

# TO DO LIST

1. **Complete an application.** You may apply online at [www.floridas-dentistry.gov/licensing/dentist](http://www.floridas-dentistry.gov/licensing/dentist), or print the form and mail it. The application must be postmarked at least 60 days before the exam. Candidates should send applications by certified mail, return receipt requested. Pay particular attention to the deadlines specified in the application. Be sure the application is completed properly and includes all required information.
2. **Contact the Testing Services Unit,** Florida Department of Health Medical Quality Assurance Office at 850.245.4252 if you do not receive an examination schedule and admission card two to four weeks before the exam.
3. **Contact FDA Services Inc. to apply for malpractice insurance.** As a service to board-exam candidates, the FDA, through FDAS, offers the malpractice insurance required to take the exam. **Application forms are available through Florida dental schools, FDAS or online [www.fdaservices.com/board](http://www.fdaservices.com/board).** Senior dental students receive the insurance at no cost. Other applicants pay a \$15 fee. Once the application form is completed and returned to FDAS, a certificate of insurance is issued. For more information:  
800.877.7597  
[insurance@fdaservices.com](mailto:insurance@fdaservices.com)
4. **Make travel and hotel arrangements as soon as possible.** Allow extra time to get from the hotel to the exam site.
5. **Procure patients as early as possible.**
6. **Prepare to use plastic teeth for the endodontic procedures on the exam.** Previously, teeth used for endodontic procedures had to be extracted and rendered non-biohazardous. Now, plastic teeth are being used. While this avoids clinical specimen fixation, be careful to avoid warm gutta percha as that may damage the plastic teeth.
7. **Confirm your instruments and supplies** include those specifically required in the *ADEX Dental Candidate Manual*.  
  
Do not take improper instrumentation to the examination site. If someone else packs your “tool box,” make sure you know what it contains before you take it to the exam site.
8. **Consider taking an examination preparatory course.**  
(See page 8, Resources.)
9. **Arrive at the exam site early.** Be sure you bring your admission slip and proper identification.

## DENTAL MODELS

### Board Preps Inc.

[www.boardpreps.com](http://www.boardpreps.com)

800.414.8222

### Columbia Dentoform Teaching Solutions

31-10 37th Ave., Ste. 307

Long Island City, NY 11101

[www.columbiadentoform.com](http://www.columbiadentoform.com)

800.688.0662 / 718.482.1569

### Kilgore International

36 W. Pearl St.

Coldwater, MI 49036

[www.kilgoreinternational.com](http://www.kilgoreinternational.com)

800.892.9999 / 517.279.9000

## PATIENT ACQUISITION SERVICES

### Board Preps Inc.

[www.boardpreps.com](http://www.boardpreps.com)

800.414.8222

### FDLS Inc.

4725 N.W. 58th St.

Gainesville, FL 32653

[www.gofdls.com](http://www.gofdls.com)

352.374.8131

## RESOURCES

### EXAM PREPARATORY COURSES

**University of Florida  
College of Dentistry**  
P.O. Box 100417  
Gainesville, FL 32610  
[www.ce.dental.ufl.edu](http://www.ce.dental.ufl.edu)  
888.550.4590 / 352.273.8480

**FDLS Inc./The Dr. Becker Course**  
4725 N.W. 58th St.  
Gainesville, FL 32653  
[www.gofdls.com](http://www.gofdls.com)  
352.374.8131

**Florida Dental Board Preps Inc.**  
3304 Gomer St.  
Yorktown Heights, NY 10598  
[www.fdbp.com](http://www.fdbp.com)  
800.414.8222

### INSURANCE SERVICES FOR DENTISTS

**FDA Services Inc.**  
1113 E. Tennessee St., Ste. 200  
Tallahassee, FL 32308  
[www.fdaservices.com/board](http://www.fdaservices.com/board)  
800.877.7597

**The Doctors Company**  
12724 Gran Bay Pkwy. W., Ste. 400  
Jacksonville, FL 32258  
800.741.3742, Ext. 3064

### DENTAL INSTRUMENTS AND SUPPLIES

**Patterson Dental**  
570 Monroe Road, Ste. 1024  
Sanford, FL 32771  
407.688.4400

**Patterson Dental**  
1881 W. State Road 84, Ste. 107  
Fort Lauderdale, FL 33315  
954.730.0573 / 800.432.8901  
Contact: Matthew Hobbes

**Henry Schein Inc.**  
University of Florida  
College of Dentistry  
1600 S.W. Archer Road  
Room D2-31  
Gainesville, FL 32610  
352.378.5750

**Henry Schein Inc.**  
Nova Southeastern  
College of Dental Medicine  
Third Floor  
3200 S. University Drive  
Fort Lauderdale, FL 33328  
954.262.7356

## CONTACTS

**American Dental Association**  
800.621.8099  
312.440.2500  
[www.ada.org](http://www.ada.org)

**American Board of Dental  
Examiners (ADEX)**  
503.724.1104  
[adexoffice@aol.com](mailto:adexoffice@aol.com)

**Florida Dental Association**  
800.877.9922  
850.681.3629  
[www.floridadental.org](http://www.floridadental.org)  
[fda@floridadental.org](mailto:fda@floridadental.org)

**FDA Services Inc.**  
800.877.7597  
[www.fdaservices.com](http://www.fdaservices.com)  
[insurance@fdaservices.com](mailto:insurance@fdaservices.com)

**Florida Board of Dentistry**  
850.245.4474  
[www.floridasdentistry.gov](http://www.floridasdentistry.gov)

**Florida Division of Medical Quality Assurance – Agency for Health Care Administration**  
850.488.0595  
[www.flhealthsource.gov](http://www.flhealthsource.gov)

**Joint Commission on National  
Dental Exams (National Boards)**  
800.232.1694  
[www.ada.org/JCNDE.aspx](http://www.ada.org/JCNDE.aspx)

**The Commission on Dental  
Competency Assessments  
(formerly NERB)**  
1304 Concourse Drive, Ste. 100  
Linthicum, MD 21090  
Phone: 301.563.3300  
Fax: 301.563.3307  
[www.cdcaexams.org](http://www.cdcaexams.org)



florida dental  
ASSOCIATION<sup>SM</sup>

Florida Dental Association  
1111 E. Tennessee St.  
Tallahassee, FL 32308  
800.877.9922

Email: [fda@floridadental.org](mailto:fda@floridadental.org)  
[www.floridadental.org](http://www.floridadental.org)

© 2015 Florida Dental Association