# SUBJECT: CDE Discount Policy

TITLE: UF Continuing Dental Education Courtesy Discount Policy

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APPROVING AUTHORITY: Dean Isabel Garcia

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**Purpose:**

As part of the University of Florida College of Dentistry family, Continuing Dental Education (CDE) has developed guidelines for individuals in the UFCD community to experience continuing education.

As an auxiliary component of the University, funded only from participant fees, CDE must be fiscally responsible and self-supporting. However, we acknowledge our responsibility to support the College’s mission of excellence in service by offering our professional colleagues an opportunity to access top quality continuing education at a courtesy discount. In addition, processes have been developed to award instructors CE credit for their respective involvement in providing continuing education.

**[SECTION 1: UF CD Courtesy Discount](#_Hlk521059537" \s "1,1387,1416,4094,Default,SECTION 1: Courtesy Discount)**

**[SECTION 2: Audit Discount](#_Hlk521059558" \s "1,2916,2942,4094,Default,SECTION 2: Audit Discount)**

[**SECTION 3: Alumni Discount**](#_SECTION_3:_Military)

[**SECTION 4: Organized Dental Society Discount**](#_SECTION_4:_Dental)

**[SECTION 5: Military Discount](#_Section_5:_Military)**

[**SECTION 6: CEU Credit for Presenters**](#_Hlk521059621)

## **SECTION 1: UF CD Courtesy Discount**

**Policy:**

**FACULTY, STAFF, RESIDENTS & STUDENTS: (**includes all full & part-time faculty and staff, courtesy faculty, residents and fellows/interns for eligible courses)

All courtesy discounts are on a space available basis. Interested parties will be waitlisted and advised of approval to attend seven (7) days prior to course. The waitlist will be processed in first-come, first-served order.

This applies to UFCD and all state (Florida) University system schools, including Community Colleges. However, this does not apply to non-UFCD students.

**Participation Courses (Hands-on/Workshops)**

50% Discount – Plus, lab fee for hands-on supplies

- Space available only

- Credits and Certificates – Yes

- Handouts – Yes

- Meals (as advertised) – Yes

**Lecture Courses**

50% Discount - Space available only

- Credits and Certificates – Yes

- Handouts – Yes

- Meals (as advertised) – Yes

**Online Courses**

* Board of Dentistry required courses (and credits) are provided at no charge to all UFCD Faculty and staff.
* 50% Discount on remainder of online courses.

**Ineligible Courses:**

* All travel-based courses, i.e. Cruises,
* Symposia
* Comprehensive Dentistry Program
* Executive Practice Management™ Program for Dentists
* Fellowships/Internships/Preceptorships
* Mini-Residencies/Clerkships

This discount may not be applied in conjunction with a team discount.

**Procedure:**

Call the CE Office toll-free at 888-550-4590 (352-273-8480) to register with UF CDE discount.

[(back to top)](#_SUBJECT:_CDE_Discount)

## **SECTION 2: Audit Discount**

**Policy:**

An Audit Discount may be applied to ***pre-approved*** courses where the participant is repeating a course (*same* participant taking the *same* course for a second/third time).

**Participation Courses (Hands-on/Workshops)**

- Observation only – no hands-on participation and cannot bring Auxiliary participants

- Credits and Certificates – Yes

- Handouts – Electronic copy only

- Meals (as advertised) – Yes, as advertised

- Fees

* If attending by yourself, the audit fee is 50% of the **Regular** DN fee (not EB fee)
* If attending and bringing one dentist who pays a full-fee (Reg or EB), the audit fee is 25% of the **Regular** DN fee (not EB fee)
* If attending and bringing two dentists who pay a full-fee (Reg or EB), the audit fee is $0

**Lecture Courses**

No Discount

**Online Courses**

No discount

**Ineligible Courses:**

* All travel-based courses, ie Cruises, etc.
* Symposia
* Comprehensive Dentistry Program
* Executive Practice Management for Dentists
* Fellowships/Internships/Preceptorships
* Mini-Residencies/Clerkships
* Online courses

This discount may not be applied in conjunction with a team discount.

**Procedure:**

Call the CE Office toll-free at 888-550-4590 (352-273-8480) to register with the Audit discount.

**UF COD FACULTY, STAFF & STUDENTS AUDIT POLICY**

**Policy:**

As a service to the UF COD, any UF COD Faculty, Staff, and Students may Audit (at no fee) any UF CDE course with the following provisos:

- Observation only – no hands-on participation

- Credits and Certificates – None

- Handouts – None

- Meals – None

**Ineligible Courses:**

* All travel-based courses, ie Cruises, etc.
* Symposia
* Comprehensive Dentistry Program
* Executive Practice Management for Dentists
* Fellowships/Internships/Preceptorships
* Mini-Residencies/Clerkships
* Online courses

**Procedure:**

Call the CE Office toll-free at 888-550-4590 (352-273-8480) to register with the Audit discount.

[(back to top)](#_SUBJECT:_CDE_Discount)

## **SECTION 3: Alumni Discount**

TBD

[(back to top)](#_SUBJECT:_CDE_Discount)

## **SECTION 4: Dental Society Discount**

As part of the University of Florida College of Dentistry family, Continuing Dental Education (CDE) has developed guidelines for providing individuals belonging to organized Dental Societies premium UF CDE opportunities at a discount.

* Alachua County Dental Association members receive $25 off each registration for UF CDE courses.

**Ineligible Courses:**

* All travel-based courses, ie Cruises, etc.
* Symposia
* Comprehensive Dentistry Program
* Executive Practice Management for Dentists
* Fellowships/Internships/Preceptorships
* Mini-Residencies/Clerkships
* Online Courses

This discount may not be applied in conjunction with a team discount.

**Procedure:**

Call the CE Office toll-free at 888-550-4590 (352-273-8480) to register with the Dental Society Discount.

[(back to top)](#_SUBJECT:_CDE_Discount)

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## **Section 5: Military Discount**

As part of the University of Florida College of Dentistry family, Continuing Dental Education (CDE) has developed guidelines for individuals in the active-duty military community to experience continuing education.

As an auxiliary component of the University, funded only from participant fees, CDE must be fiscally responsible and self-supporting. However, we acknowledge our responsibility to support the College’s mission of excellence in service by offering our colleagues an opportunity to access top quality continuing education at a courtesy discount.

**Policy:**

All courtesy discounts are on a space available basis. Interested parties will be waitlisted and advised of approval to attend seven (7) days prior to course. The waitlist is processed in first come, first served order.

**Participation Courses (Hands-on/Workshops)**

50% Discount - Space available only

- Credits and Certificates – Yes

- Handouts – Yes

- Luncheon (if applicable) – Yes

**Lecture Courses**

50% Discount - Space available only

- Credits and Certificates – Yes

- Handouts – Yes

- Luncheon (if applicable) – Yes

**Online Courses**

No discount

**Ineligible Courses:**

* All travel-based courses, ie Cruises, etc.
* Symposia
* Comprehensive Dentistry Program
* Executive Practice Management for Dentists
* Fellowships/Internships/Preceptorships
* Mini-Residencies/Clerkships
* Online course

This discount may be applied in conjunction with a team discount.

**Procedure:**

Call the CE Office toll-free at 888-550-4590 (352-273-8480) to register with the Military Discount.

[(back to top)](#_SUBJECT:_CDE_Discount)

## **SECTION 6: CEU Credit for Presenters**

In response to inquiries and after polling the members of the ACDE (Association for Continuing Dental Educators), UF Continuing Dental Education is implementing a policy that will enable course presenters to receive CEU credit for the material they present for UF CDE in recognition of the time devoted to research and preparation, based on the following guidelines:

1. Presenter must request the CEU credit in writing. (Email is acceptable)

2. Course material must be at the presenter’s professional level or above, i.e. dentists would not receive credit for courses specifically for allied dental health, but would receive credit for courses that include allied dental health, as well as dentists.

3. Credit for a course will only be issued once in a license renewal cycle biennium, i.e. if a presenter gives the same course twice in the two-year renewal cycle, s/he will only receive credit once.

4. Credit will only be given for the actual number of hours presented, e.g. in a 12 hour multi-speaker program, each presenter will only receive credit for the portion of the program s/he presents.

[(back to top)](#_SUBJECT:_CDE_Discount)