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Policy/Guideline Custodian: Continuing Education, Ast. Dean
Category: Human Resources

Title

Continuing Dental Education Courtesy Discount Policy

Policy

This policy applies to Faculty, Staff, Residents and Students.

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

Faculty, Staff, Residents and Students includes all full & part-time faculty and staff, courtesy faculty, residents and fellows/interns for eligible courses. Ineligible courses and exceptions listed below.

This applies to UFCD and all state (Florida) University system schools, including Community Colleges.

Exceptions

This does not apply to non-UFCD students.

Procedure

Participation Courses (Hands-on/Workshops)

- 50% Discount - Plus, lab fees for hands-on supplies
- Space available only
- Credits and Certificates – Yes
- Handouts – Yes
- Luncheon (if applicable) – Yes
- Free (Audit) - No hands on, sit in on lecture only (space available only)

- Credits and Certificates – No
- Handouts – No
- Luncheon (if applicable) – No

Lecture Courses

- 50% Discount - Space available only
- Credits and Certificates – Yes
 - Handouts – Yes
 - Luncheon (if applicable) – Yes
- Free (Audit) - No hands on, sit in on lecture only (space available only)
- Credits and Certificates – No
 - Handouts – No
 - Luncheon (if applicable) – No

Online Courses

- Free Board required courses and credits are provided at no charge to all UFCD Faculty and staff.
- 50% Discount Remainder of online courses

Ineligible Courses:

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

Exceptions:

Expanded Functions for Dental Auxiliary (EFDA) – Due to the instrument leasing portion of this program, the courtesy discount fee is set at 50%, plus \$150 for the instrument leasing fee.

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 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.

Contact Information

Policy Contact(s)

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Important Dates

- Original Effective Date: 01/12/2007, Approver: Dr. Teresa A. Dolan, Dean
- Review Date: September 2015
- Review Date: March 2020, Approver: Dr. A. Isabel Garcia, Dean