



# **ERO Working Group Continuing Medical Education in Dentistry**

ERO Plenary Session 2016  
Baku, Azerbaijan



## Working Group-CONTINUING MEDICAL EDUCATION IN DENTISTRY

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To constitute a descriptive and recommendational  
Continuing Dental Education Accreditation criteria  
“**guideline**” for programme providers and programme  
contents



# Guideline – Continuing Education Programmes and Educational Institution Recognition Criteria



# Aim & objectives

Criteria	
1	There should be the written statement of program objectives
2	The institution should create a comprehensive mission statement
3	Determining the objectives regarding the social needs
4	Continuous revision of the objectives
5	Objective of the education programmes should provide the improvement of the profession and the professionals.
6	Periodical revisions of the objectives are needed
7	The institution should organize trainings to improve treatment performance /best practise
8	Providing educational programmes integrated with the professional needs
9	Opinions of the provider/instructor in the design of education

# Content of the programmes

Criteria	
1	Programs should be based on professional needs of the participants
2	Programs should be consistent with the scopes of the participants' professional activities.
3	Advisory Committee should review and approve all important decisions about the program
4	Taking into accounts of the opinions of potential participants in program development

# Content and productivity

Criteria	
1	To determine the gains of the trainees
2	That the course content should be consistent with the objectives.
3	To choose the purposive training methods
4	To announce the training objectives to the trainees
5	Objectives are needed to be consistent with the principles of the credit rating

# Evaluation and qualification

Criteria	
1	Evaluation system should be consistent with the objectives.
2	Assessment should be able to evaluate the provider performance
3	Assessment should be consistent with the training methods
4	Evaluating the performance of the instructor
5	Evaluating the educational performance
6	Evaluating the administrative performance
7	Provider should analyze the changes of the participants in terms of competence, performance
8	Provider should check if the activities are consistent with the objectives of continuing dental education by conducting data and information acquisition and analyzing services on the basis of program
9	Indicating that the program development activities are carried out
10	Evaluating the impact of the program development activities



# Promotions & sponsorships

Criteria	
1	Acknowledging the activity is organised with a commercial purpose
2	There should not be any promotion and sale of products during training period
3	Allowing the promotional activities nettably/clearly separated from the training activities
4	In case of a sponsor, to announce it to the trainees and to clarify the scope of sponsorship
5	Course management should take measures to avoid conflicts of interest

# Education&training Methods

Criteria	
1	Training methods should be consistent with the course objectives
2	Evaluation of the consistency of the training methods with the objectives of learning
3	Advisory Committee approving the training methods
4	Considering the opinions of the relevant instructors about the training methods
5	Considering the opinions of the relevant potential participants about the training method
6	Education methods should be consistent with the participant profile
7	Education methods should be consistent with the physical medium.
8	Practical applications should cover at least 30% of the total time of the course.
9	Develop the off-training strategies in order to increase improvement
10	Organizer should be in contact with both internal and external stakeholders
11	Reinforcing the audio and video training materials with written materials
12	To recommend post-training resources

# Instructor criteria

Criteria	
1	Instructors should be competent and experienced about courses
2	Instructors should be qualified about adult education
3	Instructor numbers should correlate to the number of participants
4	Controlling the accuracy of the training materials
5	Implementation of a reward or encouragement program
6	Implementation of the strategies that would clear the resistance of the aginner physicians

# Technical and physical criteria

Criteria	
1	Institution should be consistent with the training objectives
2	All equipment should work fully and correctly
3	Technical and physical facilities should be consistent with the number of trainees
4	Notifying consummately the definitions of the materials trainees will provide

Criteria	
1	Administration should be consistent with the training objectives
2	To ensure continuous quality improvement
3	Administration should be responsible the scientific base of the activity
4	Creating written rules documents to ensure continuity
5	Creating registration management system
6	Creating quality assurance system
7	Written assurance contracts with the trainees

## **Budget organization**

Criteria	
1	Budget operation should be consistent with the objectives
2	To budget the training program
3	Financial resources should be adequate for continuous program improvement

# Presentation Qualification

Criteria	
1	Presentation of the training should be complete and accurate
2	If available, to express fully and clearly the preconditions of the application
3	There should not be any misleading statements in the presentations
4	Presentations should not conflict with the principles of the credit rating agency
5	Trainings are open to all dentists
6	In case of patient case presentations taking part in the trainings, to protect the rights of the patient
7	To make the participants aware of the risks
8	To guarantee that trainees and trainers are qualified enough to practice on a patient
9	To train the patient with a non-technical language
10	Obtaining an informed consent of patient
11	There should be a clinician to intervene in where necessary during the application
12	To have a complete emergency <i>aid facilities</i>
13	The course organizer should take trainers and the participants under liability protection
14	To ensure that the treatment which need to continue after the application are completed

# Registration&Certification

Criteria	
1	There should be registration system
2	Expressing clearly that a certificate is not diploma
3	Keeping the registrations for 6-year-time
4	Keeping the registrations for 3-year-time
5	Ensuring information security in distance education
6	Providing technical support in computer-aided distance education programs
7	Establishing a network where participants and instructors could meet on web





# ERO Accreditation Guideline

for

Continuing Dental Education Programme Providers



## ERO Accreditation Guideline for Continuing Dental Education Programme Providers

Dental profession, like many other professions with a practical undergraduate education, is maintained by the continuity of the professional development after graduation with a lifelong learning. Continuing education and post-graduate training is usually provided by professional associations, dental organisations, societies, universities or relevant private bodies.

Regardless of the educational provider resources and apart from the undergraduate education, continuing professional development is of vital importance as it has principles and the ultimate goals to deliver best quality services to the profession and thus for a better patient health care. For this reason, the quality standards and accreditation systematics are required and already present for the educational activities.

The worldwide continuing professional development and education systems, beside varying in practice, contain a lot in common. A Continuing education programme provider is required to have structural functioning. Demanding on those basics, carrying out the detailed conditions of targeted accreditation system would be more effective and meaningful.

Another important issue is that the creation of a quality approach in the continuing education organization and the adoption of the related staff is extremely important for the continuity and effectiveness of the system. Thus primary reintegration of the fundamentals mentioned in this guideline may be strong and useful to start to the accreditation process.

Among the accreditation and recognition standards accepted worldwide are analysed\*\* (ACCME, ADA CERP, IDA...), the essential fundamental requirements should indicate the following categories:

- The CE programme provider must have a Quality Management System.
- The CE programme provider must carry out the Education Planning Activities in the framework of specified policies and procedures.
- The CE programme provider must have an "Assessment and Evaluation System" to assess both the institutional functioning and the education performance.

The primary but essential domains constitute the preliminary basis for the accreditation procedure. The requirements mentioned above can also be evaluated as the leading guide to follow through the application processes which include further details of various quality definition aspects (attached criteria).

### A. Quality Management System

In order to receive any continuing education accreditation, the requirements that a programme provider is required to meet are as follows:

- ✓ to define the objectives of organization mission
- ✓ to determine the basic values and principles to be used for the process to reach its vision
- ✓ to describe and manage the activities carried out within the institution and define how efficient the activities are
- ✓ to describe and manage the services provided by the institution and define effectiveness
- ✓ to set the targets both for administrative and educational processes

- ✓ to follow the quality of service and ensure the continuous development

Carrying out the above requirements, can easily be accomplished by the help of a Quality Management System

### B. Education Planning

**Below are the vital criteria for an institution and should be taken into consideration;**

- ✓ Defining education planning process
- ✓ Determining the basis of the decision of making in education, needs assessment.
- ✓ Identifying the training purposes. For each training, it is also required to define the knowledge obtained, the skills and behavioural achievements of the participants at the end of training.
- ✓ Defining the teaching methods.
- ✓ Determining the criteria for the instructors eligibility .
- ✓ Measurement and assessment of the educational performance.
- ✓ Defining the scope and continuity of the certification.
- ✓ The scientific validity and up-to-date knowledge must be guaranteed.
- ✓ Ethical principles must be determined for the implementation and certification of the educational activity.

### C. Assessment and Evaluation

In order to guarantee the continuous development of the institution, it is required to follow the rate of achievement of objectives and to make the necessary adjustments and improvements. These conditions evaluate the Quality Management System carried out in the institution.

In order to form the mentioned quality cycle, it is required to establish an effective assessment study. Assessment and Evaluation areas can be defined in the following main headings:

- ✓ The success in carrying out the administrative processes of the institution,
- ✓ Success rate of achieving corporate goals,
- ✓ The implementation rate of the education plan,
- ✓ Success rate of achieving gains of participants,
- ✓ Satisfaction of the participants,
- ✓ The performance of the trainer.

When the CE providers fulfil the basic domains summarized above, they are in conditions to proceed the crucial parts of an accreditation system.

## ERO Accreditation Guideline for Continuing Dental Education Programme Providers

Dental profession, like many other professions with a practical undergraduate education, is maintained by the continuity of the professional development after graduation with a lifelong learning. Continuing education and post-graduate training is usually provided by professional associations, dental organisations, societies, universities or relevant private bodies.

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## **A. Quality Management System**

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- ✓ to describe and manage the services provided by the institution and define effectiveness
- ✓ to set the targets both for administrative and educational processes
- ✓ to follow the quality of service and ensure the continuous development

Carrying out the above requirements, can easily be accomplished by the help of a Quality Management System

## **B. Education Planning**

**Below are the vital criteria for an institution and should be taken into consideration;**

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- ✓ Identifying the training purposes. For each training, it is also required to define the knowledge obtained, the skills and behavioural achievements of the participants at the end of training
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**Acknowledgement**  
**Special thanks to TDA CE Consultant - Dr.Mutlu Tunç**

2016....



# dental practitioners attitudes and self assessment of their dental education regarding the Oral&General health integrity in a multidisciplinary approach

## Evaluation of the extent of dental education regarding the linkage of oral health and general health.

Age: .....

Nationality:

Gender:  Female  Male

University of Graduation:

Graduation Year:

1-How many years have you been practicing as a dentist?

0-10 years  11-20 years  21 -25 years  26 years and more

2- Please specify if you have a PhD Degree or a Specialty.

No  General Practitioner-GP  Prosthodontics  Pedodontics  Surgery

**Broadcast Date: 11 June 2014 – 1 March 2015**

**Participants : 2254 dentists**

Survey Type : Online + Printed Form

- Raised awareness of dental profession
- Clarified bilateral relationship between oral health and general health

## **FDI World Dental Federation**

*Leading the World to Optimal Oral Health*



### **FDI Vision 2020**

Shaping the future of oral health

Structuring and shaping the  
«Continuing Professional  
Development Curriculas»  
including activities under the  
Vision 2020

We recommended;

to propose NDAs to create a template for session topics for

- CE programmes
- NDA Congresses

1. NCDs and Oral Health
2. Effect of the drugs/pharmaceuticals on the oral health
3. CVD and periodontal health
4. Auto-immun diseases and oral health
5. HIV and oral symptoms/oral health
6. Caries prophylaxis in chronic systemic diseases
7. Effects of oral fluids on diagnosis of sytemic diseases
8. Oral Cancers
9. Genetics in Oral health
10. Poly-medicated patients
11. Pain management

Collaborations and synergies between different professional partners;

- Medical profession
- Medical associations

Improve the strength of ERO FDI  
for  
the ADVOCACY



Thank You...