

**Call for Nominations:**  
**ADHA Appointed CODA Commissioner**  
**Deadline: Friday, January 28, 2022**

**Date:** December 2021

ADHA is seeking nominees to serve on the Commission on Dental Accreditation (CODA). CODA consists of 30 members one of which is a licensed dental hygienist appointed by ADHA.

**CODA Requirements:**

- Ability to commit to one 4-year term, in addition to a 1-year “training” year prior to the start of the 4-year term
- Willingness to commit 10-20 days per year to activities, including training, comprehensive review of print and electronically delivered materials, and travel to Commission headquarters
- Ability to evaluate an educational program objectively in terms of such broad areas as curriculum, faculty, facilities, student evaluation and outcomes assessment
- Stated willingness to comply with all Commission policies and procedures (e.g. Agreement of Confidentiality; Conflict of Interest Policy; Operational Guidelines; Simultaneous Service; HIPPA Training; Licensure Attestation; and Professional Conduct Policy and Prohibition Against Harassment)
- Ability to conduct business through electronic means (email, Commission Web Sites) and
- Active, life or retired member of the American Dental Association, where applicable

**ADHA Requirements:**

- Required credentials for the Commissioner: possess all credentials required by CODA accreditation consultants
- Have experience on a minimum of 3 accreditation site visit teams
- A full-time or part-time appointment with an accredited dental hygiene program or a baccalaureate or higher degree
- Accreditation experience through an affiliation with dental hygiene education program that has completed a site visit
- Accreditation experience within the previous three (3) years
- Possess decision making skills
- Be objective and decisive

- Preference given to candidates who possess leadership skills and are politically astute

**Nomination Process:**

- An open call for individuals shall be posted through available ADHA communication channels
- Complete an ADHA bio-data form
- The ADHA Executive Committee will review the final candidate(s) recommended by the Director of Education and Research
- Final Commissioner appointee recommendation will then be forwarded to the ADHA Board of Trustees for approval
- Prior to a CODA meeting, the ADHA Commissioner shall discuss current ADHA policies and relevant agenda items with the Director of Education and Research

**Length of Term:**

Appointments are for one, 4-year term, in addition to a 1-year “training” year prior to the start of the 4-year term.

**Application:**

ADHA requests interested individuals to [submit a bio data form](#) by **Friday, January 29, 2022**.