



## REQUEST FOR PROPOSAL

### AMERICAN BOARD OF PEDIATRIC DENTISTRY

#### CONSULTANT FOR THE LONGITUDINAL ASSESSEMENT PROGRAM

#### **Purpose:**

This RFP from the American Board of Pediatric Dentistry (ABPD) solicits consultant services to develop and launch a new longitudinal assessment program that will be incorporated into ABPD's existing Renewal of Certification process (ROC-P) for diplomates.

#### **Background:**

1. ABPD is the only certifying board for the specialty of pediatric dentistry. The board envisions the certification of all pediatric dentists to achieve excellence in pediatric dentistry. Certification by ABPD assures the public that a pediatric dentist has successfully completed both an accredited training program and a voluntary examination process designed to continually validate the knowledge, skills, and experience necessary to deliver quality patient care.
2. ROC-P is the process that all time-limited diplomates must complete on an annual basis to maintain board certification. Below are summaries of the current annual and ten-year requirements:
  1. Annual Requirements
    - i. Annual Diplomate Renewal (ADR) – ADR is composed of: Attestation, ADR Fee, and a Credentialing Survey
    - ii. Continuing Education – documentation of 15 Continuing Education (CE) hours
    - iii. Continuous Quality Improvement (CQI) modules – completion of two web-based modules
  2. 10-year Requirement
    - i. Renewal of Certification Examination – Online open-book examination completed in a 48-hour period

#### **Scope of Work:**

ABPD is looking for an expert in the areas of interest, including the development, design, implementation, administration, and evaluation of a longitudinal assessment program. ABPD plans to incorporate shorter recurring assessments of specific content related to a pediatric dentist's needs and interests and provide ongoing feedback to identify areas of improvement or knowledge gaps. ABPD's goal in integrating this type of assessment is to reinforce concepts and promote learning and retention.

#### Development

1. Assist with the initial development to define the requirements of the assessment program
2. Assist with the development of policies associated with the implementation of the new program
3. Assist with preparation of program proposal for board of directors' review
4. Review and assist with selecting vendor platforms and make a recommendation of final vendor

5. Assist with developing a timeline for development, including but not limited to content and program development

#### Implementation and Administration

1. Assist and provide expert knowledge to ensure the successful administration of the pilot and full launch program
2. Evaluate the pilot program and provide feedback on any necessary changes for process improvement
3. Assist with the setup of the program with selected vendor platform to ensure initial setup yields the outcomes desired by ABPD
4. Evaluate the pilot program and provide feedback on any necessary changes for process improvement
5. Provide best practices as it relates to administration and implementation

#### Evaluation

1. Assist with developing evaluation methods to continuously evaluate the diplomate data to ensure program effectiveness and level of learning is achieved.

#### Requirements:

1. Ph.D., Ed.D., or equivalent experience; experience in medical or dental education and/or certification a plus
2. Summary proposal that demonstrates an understanding of the requested project, including any anticipated problems or obstacles
3. Provide proposed budget
4. Provide prior experience with longitudinal assessment programs
5. Must be committed to continuous quality improvement in the services provided to maintain the technical quality and legal defensibility of all work
6. Must abide by the relevant Standards for Educational and Psychological Testing

All proposals should be submitted no later than May 15, 2022 electronically via the email address below.

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