

NOTE: This guide is written with steps specific for those intending to practice in Oregon. Some of the processes may vary in other states.

New Oregon Dentist ROADMAP

FROM THE OREGON DENTAL ASSOCIATION

SEPTEMBER (DS4)

Update Resume or CV. Don't forget to include all extracurricular activities, research, leadership positions, CE or conference experiences, and volunteering done in dental school.

CV & RESUME ASSISTANCE:
ASDANET.org/index/dental-student-resources/writing-your-cv

Explore CE Opportunities you can pursue during DS4 year. Take the free CE while it lasts! Once you're a licensed dentist, approximately 40 hours of CE are required to renew your license every two years.

ADA CE: ADA.org/education/continuing-education
ODA CE: OregonDental.org

Write Out Career and Personal Goals.

Talk with family, friends, and mentors to identify the kind of practice you want to join.

If you are interested in working for a **DSO**, start researching DSOs in the area and talk to alumni about their experiences working for these organizations.

If you are interested in working in **private practice**, reach out to mentors in the community and look at local job postings to identify which practices may be looking for new associates.

If you are interested in working for **public health**, reach out to organizations to see if they are hiring new dentists.

ODA MENTOR PROGRAM:
OregonDental.org/member-center/mentor-program

Budget for licensing exam and boards.

As of 2024, approximate costs of exams are as follows:

- ✓ **National Boards Exam: \$900**
- ✓ **ADEX: \$3,000**
- ✓ **DLOSCE: \$1,000**

01

A month-by-month timeline for your last year of dental school

02 OCTOBER (DS4)

Determine which licensing exam you will be taking.

Register for licensing exam and national boards. Be aware that **DLOSCE** is offered in testing windows and the **ADEX exam** is offered at certain locations on pre-scheduled dates only. *See links below for more information.*

When you sign up, select for the results to be sent to any state you may end up practicing in. Often, selecting additional states after signing up or taking the exam comes with additional fees.

Study for the written portion of regional boards or DLOSCE, using resources on the corresponding websites for the exams.

ASDA LICENSURE RESOURCES

Learn which states require which licensing exams, for example:
ASDANET.org/index/dental-student-resources/dental-licensure

DLOSCE SIGN-UP: JCNDE.ADA.org/dlosce/dlosce-apply

ADEX SIGN-UP: ADEXtesting.org



Tools & Resources from ADA
Podcast • Wellness • Licensure • & More
[ADA.org/resources/students](https://ada.org/resources/students)

New Dentist ROADMAP

NOVEMBER (DS4)

03

Keep studying for boards and licensing exams.

Identify good references for future job applications: Faculty, External Rotation Preceptors, Group Leaders, etc. Ask if any would be willing to write a letter of recommendation or provide verbal references for future employers.

Start searching for jobs. Some of your classmates may start signing contracts with bigger organizations like DSOs or public health clinics; others may be applying for residencies. What direction will you go in?

JANUARY (DS4)

05

Start applying for open job postings. Submit your resume/CV with requests for more information to start getting your name out there.

-  **ODA DENTAL CAREER CONNECT:** OregonDental.org/member-center/oda-connect
- AMERICAN DENTAL ASSN. PRACTICE TRANSITIONS (ADAPT):** ADApracticeTransitions.com

Brainstorm how to save for upcoming expenses: licensing and other expenses.

Below are some of the costs as of 2024. Note that costs are subject to change:

- ✔ **Licensing Fees:** \$445 application fee, \$50 PDMP fee, \$440 biannual licensure fee, \$40 nitrous oxide sedation permit fee
- ✔ **Adjunct Costs of Licensing Process:** \$30 for fingerprinting
- ✔ **Cost of DEA License:** \$888 for a 3-year license. (This is not always needed, but often required for insurance credentialing.)
- ✔ **Lawyer fees to review future contracts:** Cost varies. Reach out to trusted references for quotes.
- ✔ **After-graduation living expenses** (without financial aid). Costs vary; determine if you'll need to take out additional loans, apply for summer jobs, and/or ask for family support.



DECEMBER (DS4)

04

Take boards and/or licensing exams (specifically DLOSCE and written portion of regional exams). You can take these earlier or later, but if you're prepared, **sooner is always better**, just in case you have to re-take any portion and do not want to delay graduation or licensure.



FEBRUARY (DS4)

06

Start collecting notes and documentation of dental cases for job interviews: Portfolios, Photos (de-identified), and Documented Experiences.

Make use of your student discount.

If you want new loupes at the student discount, reach out to local reps and budget for a new pair.





MARCH (DS4)

07

Review licensing application on Oregon Board of Dentistry (OBD) website.

Be mindful of which application you are viewing. If you are a new grad who has

never had a dentist license, use the “Dental – Licensure by Examination Application.” If you are interested in obtaining a nitrous oxide sedation permit, review that application as well.

NOTE This separate application has a few pages of “worksheet-style” questions that require time to complete.



OREGON DENTAL LICENSURE BY EXAMINATION APPLICATION:

Oregon.gov/dentistry/Pages/apply-license.aspx

Start collecting additional documentation you may need to submit with your licensing application:

- ✔ **Photo** (selfie or passport photo are acceptable)
- ✔ **License verifications from other states if you have ever held any medical license** (yes, expired dental assisting or medical assistant licenses, too!). Many states require a fee and their own form to have verification of your license sent to the OBD. This can take weeks to get verification to the OBD. Be prepared!
- ✔ **Any documentation from past citations** or other legal issues you need to report on your application for licensure.

New Dentist ROADMAP

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APRIL (DS4)

Make sure BLS is updated. This will be required for your license, as well as many jobs and credentialing applications.

Start interviewing for jobs. Practice interviewing with classmates, mentors, and group leaders. Come up with your own questions to bring to the interviews. ODA Mentor Groups can help you with interviewing tips and tricks.

Participate in ADA National Signing Day.

Join the ODA Level up your student membership to receive complimentary membership for the first 18 months after graduation and take advantage of ALL the tripartite benefits and resources.

Attend Oregon Dental Conference (it's free for students!) and start networking.



OREGON DENTAL CONFERENCE:
OregonDentalConference.org



09

MAY (DS4)

Update resume with final class rank, awards, etc.

Submit all parts of licensing application that you can.

For boards and licensing, screenshots of scores (showing your name and date of exam) are usually all that is required. With this screenshot, OBD can look up your verified scores that you had selected to send to them during sign-up. Review the application many times before submitting; get family and/or friends to review for errors, as well. Order final transcript to be sent to OBD when released.

Have trusted lawyer review job contracts.

Sign for new job! Ask what your future employer will cover. (Relocation assistance? Licensing like DEA? Work while waiting for licensure? Pay association dues?)

If you are taking the ADEX exam, it is usually offered at OHSU in May.

New Dentist ROADMAP

Congratulations

JULY 11

Take jurisprudence exam (part of licensing process) when sent to you. Do this quickly to avoid any delays in licensure.

Review the status of your license application. It can take at least six to eight weeks to receive your license. The OBD has a form to check on its status:



OREGON BOARD OF DENTISTRY:

[Oregon.gov/dentistry/Pages/status.aspx](https://www.oregon.gov/dentistry/Pages/status.aspx)

SEPTEMBER (AND BEYOND) 13

Start working!

Keep in contact with classmates and mentors.

Use organized dentistry to stay in contact with mentors and colleagues. Get involved with our amazing profession!



OREGON DENTAL ASSOCIATION:

[OregonDental.org](https://www.OregonDental.org)

AMERICAN DENTAL ASSOCIATION:

[ADA.org](https://www.ADA.org)

10 **JUNE**

Enjoy graduation! Enjoy family and dental school friends. Don't forget to frame that diploma!

Submit licensing application if you haven't already.

Final transcripts with posted degrees will likely be released by OHSU in late June.

12 **AUGUST**

Check on your license status. Check your email for updates or review your license status on the OBD website under "License Verification."

Communicate with employer about getting credentialed with insurance companies.

Many will require an NPI and DEA number.

You'll need an NPI number before you can apply for a DEA number.

NPI NUMBER APPLICATION

[NPPES.cms.hhs.gov](https://www.NPPES.cms.hhs.gov)

DEA APPLICATION

[DEAdiversion.ugsdogov/drugreg](https://www.DEAdiversion.ugsdogov/drugreg)

You made it!