

Why Pursue Accreditation for Your Program?

Accreditation from the Dental Office Managers Association of Canada represents a significant milestone that signals quality, credibility, and a commitment to student success. For institutions offering programs in dental administration, accreditation delivers lasting value — to your institution, your students, and the profession.

Benefits of Accreditation

- ✓ **Recognition of Quality and Excellence**
Accreditation is a mark of distinction, signalling that your program meets rigorous national standards of quality and rigour. Accredited programs are recognized for their adherence to best practices in education, comprehensive curriculum, and commitment to continuous improvement — helping attract high-calibre students and faculty.
- ✓ **Enhanced Employment Opportunities for Graduates**
Employers in the dental industry actively seek candidates from accredited programs. Accreditation assures employers that graduates have received a thorough, relevant education that prepares them for the realities of dental office management — strengthening the employability and career prospects of your alumni.
- ✓ **Pathway to Professional Certification**
Graduates of DOMAC-accredited programs are eligible to apply for the CPDOA (Certified Professional Dental Office Administrator) certification examination — a nationally recognized credential that distinguishes your graduates in the job market and provides a clear professional pathway that prospective students value.
- ✓ **Curriculum Development and Continuous Improvement**
The accreditation process involves a thorough, structured review that provides meaningful feedback for program enhancement. It helps institutions identify areas for improvement and embed best practices in teaching, curriculum design, and student assessment — keeping your program current and relevant to industry needs.
- ✓ **Increased Student Enrollment**
Prospective students and their families increasingly look for accredited programs when making educational decisions. Accreditation serves as a powerful differentiator, driving enrollment by demonstrating a clear pathway to certification, professional recognition, and career success.

- ✓ **Networking and Professional Development**
Accreditation connects your institution with a national network of dental industry professionals and organizations. This affiliation can open doors to valuable partnerships, student placement opportunities, and collaborative initiatives — while also supporting ongoing professional development for faculty.

- ✓ **Assurance of Comprehensive Education**
Accredited programs are recognized for curricula that cover the full scope of dental office management — from financial management and human resources to health information technology and patient care. Students receive a well-rounded education that prepares them for the multifaceted demands of the profession.

- ✓ **Commitment to Ethical Standards**
Accreditation affirms a program's dedication to ethical practice and professional conduct. This commitment instils a strong foundation of ethics and professionalism in graduates, preparing them to uphold national standards throughout their careers.

How the Accreditation Process Works

DOMAC uses a two-stage process to ensure fairness and transparency for all applicants.

Stage 1 — Application and Program Review

Submit your application and supporting documentation via the DOMAC online application form at officemanagers.ca/program-accreditation. A non-refundable Application and Assessment Fee of \$1,250 is required at submission. This fee covers administrative processing, documentation review, curriculum and instructor assessment, and committee review. Submission does not guarantee accreditation.

Stage 2 — Accreditation Term

Programs that successfully meet the standards are granted DOMAC Accredited Program status for a three-year term, with an Accreditation Term Fee of \$1,050 per year (or \$3,000 paid upfront for the full term). Accredited programs are publicly listed on the DOMAC website, authorized to use the DOMAC accreditation logo, and their graduates are eligible to apply for the CPDOA examination.

Fee Summary

Fee Type	Amount
Application and Assessment Fee (non-refundable)	\$1,250
Accreditation Term Fee — Annual	\$1,050 per year
Accreditation Term Fee — 3-Year Upfront	\$3,000 total
Appeal Fee (non-refundable)	\$650

Upon receipt of your application, an invoice will be issued to the contact provided. Application processing begins once payment is confirmed.

Accreditation from DOMAC offers lasting benefits to your institution, your students, and the dental administration profession as a whole. By achieving accreditation, your program demonstrates a commitment to quality, professional standards, and student success.

Ready to apply?

Visit officemanagers.ca/program-accreditation to access the application form, checklist, fee schedule, and full accreditation standards.

Questions? Contact the Executive Director at info@officemanagers.ca.