



CDT PRACTICAL EXAM FACILITY INFORMATION FORM

This form should be completed by a designated representative of the Exam Host Organization.

Name of Facility: _____ Date: _____

Facility Contact Person: _____

Title: _____ Email: _____

After Hours Contact Person and Number: _____

Facility Address: _____

City: _____ State: _____ Zip: _____

Facility Telephone: _____ Facility Fax: _____

Area Information

Please attach area and local maps and any directions that might be helpful to candidates in locating this facility. If there are building and room numbers, please specify.

1. What is the approximate distance of this facility from the nearest metropolitan airport? _____
Which airport is it? _____
2. Is ample parking available at the facility for candidate use? •Yes •No
3. Will air conditioning be available during the test? •Yes •No

Technical Facility Information

1. How many technical areas is your laboratory equipped for? (Indicate quantities of each specialty area.)

Crown & Bridge	Ceramics	Complete Dentures	Partial Dentures	Orthodontics
# _____	# _____	# _____	# _____	# _____

2. How many fully equipped stations are available for candidates ("fully equipped" is defined as having seating, lighting, electrical outlets, gas, and suction)? _____

a. If the stations are *not* fully equipped, which of the following are they missing?
(Circle all that apply)

seating	lighting	electrical outlets	compressed air	gas	suction
# _____	# _____	# _____	# _____	# _____	# _____

b. How many electrical outlets are available for candidate porcelain ovens? # _____

3. Are all of these benches located in the same room? ·Yes ·No

Please attach a diagram or floor plan that shows how many stations are located in each room and the distance from one room to another.

a. Are there solid walls dividing rooms? ·Yes ·No

4. If there are other stations available that you think would be suitable for candidates' use, please give the number of stations, their locations, and indicate available equipment.

5. What types of air connections do you have for high-speed hand pieces? How many of each type?

Equipment, Materials & Supplies Information

Note: Candidates are required to bring most of their own materials, instruments and supplies. However, they will require the use of certain "non-portable" equipment, very small quantities of consumable supplies (such as plaster) and may require the loan of equipment should their own malfunction during the test.

To ease the pressure on traveling candidates, we would appreciate your volunteering the use of on-site equipment. We ask that the Host Organization always has one or more representatives available during testing to oversee and assist in the proper use and security of your equipment.

1. Please indicate number and type of high-speed hand pieces that you might provide for candidates' use.

2. Please indicate number and type of bench lathes that you might provide for candidates' use.

3. Please indicate number and type of high-speed lathes that you might provide for candidates' use.

4. Please indicate number and type of porcelain furnaces that you might provide for candidates' use.

a. Do you have the electrical current to support multiple porcelain furnaces?
·Yes ·No

b. To prevent contamination are there specific brands of porcelains that

1) Must be used?

2) Cannot be used?

Additional Equipment and Materials Available for Use By Candidates

Important note:

Checking the "Yes" box next to an item below indicates that you agree to allow examination candidates to utilize these pieces of equipment and materials.

									Quantity
Boil out unit	-	-	-	-	-	•Yes	•No		_____
Burnout area/dehydration furnace	-	-	-	-	-	•Yes	•No		_____
Soldering area with torch, tongs and solder tray	-					•Yes	•No		_____
• Gas oxygen						•Yes	•No		_____
• Propane oxygen						•Yes	•No		_____
Electrosoldering machine	-	-	-	-	-	•Yes	•No		_____
Laser Welder	-	-	-	-	-	•Yes	•No		_____
Blasting Equipment									
• Sand Blast	-	-	-	-	-	•Yes	•No		_____
• Glass Beads	-	-	-	-	-	•Yes	•No		_____
• Aluminous Oxide	-	-	-	-	-	•Yes	•No		_____
Ultrasonic Cleaners	-	-	-	-	-	•Yes	•No		_____
Pumice Lathes	-	-	-	-	-	•Yes	•No		_____
Steam Cleaner	-	-	-	-	-	•Yes	•No		_____
Bunsen Burners	-	-	-	-	-	•Yes	•No		_____
Pressure Curing Units	-	-	-	-	-	•Yes	•No		_____

Materials

Pumice	-	-	-	-	-	•Yes	•No		_____
Gypsum Materials	-	-	-	-	-	•Yes	•No		_____
Distilled Water	-	-	-	-	-	•Yes	•No		_____

List fuels used in the laboratory that are available for candidate use:

Safety Equipment

Fire Extinguishers	-	-	-	-	-	•Yes	•No		
First Aid Materials	-	-	-	-	-	•Yes	•No		
Eye Wash Station	-	-	-	-	-	•Yes	•No		

Information Sheet completed by

Signature: _____

Printed Name: _____

Title: _____

Please return completed sheets with map and directions to:
Deborah Caldwell, NBC Program Manager
325 John Knox Rd., Ste# L-103, Tallahassee, FL 32303
Fax: 850.222.0053 | Phone: 800.684.5310
certification@nbccert.org

Facility requirements for a laboratory to host a Practical CDT Exam

- The laboratory must be able to accommodate at least 15 candidates, with adequate bench space.
- All of the workstations must be in the same room or easily visible from one point. This is a security requirement.
- On the day of the exam, the laboratory would be required to provide three staff members from your laboratory to assist the NBC Examiners with laboratory equipment usage. This is to ensure that CDT candidates use the laboratory equipment properly.
- The laboratory must be available on a Saturday or Sunday from 6:30 a.m. - approximately 7:00 p.m. on the date of the test. Please be aware that the examination grading may go past 7:00 p.m. for large examinations, or when the NBC sends an apprentice examiner, in which case we ask that you be flexible in allowing the examiners to take the time needed to complete their grading.
- The laboratory must allow outside candidates into the laboratory for the test. With prior approval, some candidates may request to borrow some laboratory equipment.
- The laboratory must arrange for security, building/exam room access, and parking permits if needed. Ample parking should be available and the exam should be located within a reasonable distance from hotels and restaurants.
- The laboratory must have the following equipment or an updated equivalent:
 - o Boil out unit
 - o Burnout area/dehydration furnace
 - o Soldering area with torch
 - o List fuels used in laboratory and available for candidate use
 - o Sand blast
 - o Glass beads
 - o Aluminous Oxide
 - o Ultrasonic cleaners
 - o Pumice lathes
 - o Hand pieces
 - o Steam cleaner
 - o Pumice
 - o Bunsen burners
 - o Pressure curing units
 - o Gypsum materials
 - o Electro soldering machine
 - o High speed lathes
 - o Fire extinguishers
 - o First aid materials
 - o Eye wash station
 - o Infection contract area with supplies.