



UNIVERSITY OF MINNESOTA  
BOARD OF REGENTS POLICY

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Administrative  
PRIVATE PRACTICE PLAN: SCHOOL OF  
DENTISTRY

Adopted: November 10, 1993

Amended: December 8, 1994; December 13, 2002

PRIVATE PRACTICE PLAN: SCHOOL OF DENTISTRY

**SECTION I. DEFINITIONS.**

**Subd. 1. School of Dentistry.** School of Dentistry shall mean the University of Minnesota School of Dentistry on the Twin Cities campus.

**Subd. 2. Delegate.** Delegate shall mean the person designated by the president to carry out this private practice plan.

**SECTION II. ORGANIZATION.**

**Subd. 1. Board of Regents Policy.** The private clinical practice of the faculty in the School of Dentistry shall be organized under the terms of Board of Regents Policy: *Outside Consulting, Service Activities, and Other Work*, which permits one day per week for such activities (48 days for a term appointee), under the direction of the president or delegate.

**Subd. 2. Faculty Practice Committee.** A Faculty Practice Committee shall be appointed annually by the president or delegate and shall be composed of participating faculty. The president or delegate will first appoint the chair of the committee who will, in turn, recommend committee composition from members of the faculty practice.

The Faculty Practice Committee shall be responsible for managing clinical activities and making recommendations to the president or delegate on the faculty payout formula based upon participant production and assessment of overhead and recovery costs.

**SECTION III. PARTICIPATION AND SCOPE OF POLICY.**

**Subd. 1. Eligibility.** Full-time dental faculty, licensed to practice dentistry in the State of Minnesota, are eligible to participate in the School of Dentistry's internal private practice.

**Subd. 2. Execution of Contracts.** All participating faculty shall execute individual contracts binding them to the terms of this and other applicable policies,



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including School of Dentistry policies and procedures for patient registration, records management, and patient accounting. The contracts, which shall be countersigned by the president or delegate, shall be reviewed and renewed biennially.

**Subd. 3. Compliance with Policies.** Participating faculty shall adhere to University of Minnesota (University) and School of Dentistry policies and procedures related to business and personnel practices.

**Subd. 4. Insurance Coverage.** Faculty shall obtain verified professional liability insurance coverage for the scope of their private practice activity at limits acceptable to the University, and such coverage shall include the Regents of the University of Minnesota as an additional insured. Evidence of such coverage shall be filed with the president or delegate.

**SECTION IV. SOURCES AND USES OF FUNDS.**

**Subd. 1. Compensation Levels.** Private practice income, salary level, and total compensation shall be reviewed and established annually and administered through the president or delegate. The total level of compensation for those participating in this plan is considered public information.

**Subd. 2. Operating Expenses.** Participating faculty shall pay operating expenses through income of the private practice plan. Operating expenses, when applicable, are to include facility costs, professional payments, salaries, and fringe benefits of clinical/technical staff, bad debt, marketing and advertising, laboratory costs, laboratory supplies, office supplies, shipping and mailing costs, equipment, or any other expenditure categories necessary for operation and maintenance of the private practice activity.

**Subd. 3. Overhead Costs.** The private practice plan shall annually provide to the dean's fund a total amount of not less than 6 percent of the annual overhead cost. Overhead costs which vary from generalists to specialist, and specialist to specialist, are calculated according to a payout formula and equal 40 to 60 percent of the gross income.



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**SECTION V. OVERSIGHT AND ACCOUNTABILITY.**

**Subd. 1. Consulting Activities.** All consulting activities of the faculty will be reported and monitored annually in accordance with the guidelines of Board of Regents Policy: *Outside Consulting, Service Activities, and Other Work*. Additionally, the faculty shall annually complete a Consultation Validation/Survey Form as specified by the president or delegate.

**Subd. 2. Audits.** Financial accountability shall be verified regularly by the School of Dentistry's Office of Patient Accounting and the Office of Finance. Audits will be performed by the Department of Audits upon appropriate request.