



The Donated Dental Services program provides free dental care to eligible applicants. Volunteer dentists, specialists, and dental laboratories offer comprehensive dental treatment to eligible applicants. DDS volunteers give their time and use their resources to provide the services to you.

Please carefully review the following program requirements.

If you have already been through our program, please do not apply again. The DDS program is a once-in-a-lifetime program.

Core Eligibility Requirements: To be eligible for the DDS program, you must meet **ONE** of the following three requirements:

- 62 years of age or older, or
- Permanently disabled and receiving SSI or SSDI, or
- Medically Compromised -Need life-saving care and can't get treatment unless you treat your oral health.

In addition, you must meet **ALL** of the following criteria:

- You have not received services through the DDS program in the past,
- Low Income - We do have income limits for determining eligibility. In general, your income can be no higher than 150% of the Federal Poverty Guidelines. However, we do look at other factors when determining whether or not you meet the low-income requirement. For example, we consider medical bills you may be paying when looking at your income. We also considered the assets you own, such as vehicles.
- You **MUST** have reliable transportation. If you miss a scheduled appointment, you may be at risk of being dropped from the program. Please only apply if you have reliable transportation and will not have any issues making your scheduled appointments.
- You require comprehensive dental care (more than just routine cleaning, a filling or two)
- The dental care you need is a service provided through the DDS program. Please note, implants, sedation dentistry, and other types of extensive oral surgery are not covered under the DDS program. Some cases are too complex for the DDS program.

Required Documentation – Income Verification:

Please return the completed application with a copy of **ONE** of the following required documents.

- A copy of your most recent federal tax return (if applicable),
- A copy of your Disability Benefits Statement confirming your disability and your monthly income (if applicable) or, A copy of your Social Security Benefits Statement documenting your monthly income (if applicable).

After reviewing your application, we may determine that additional documentation is needed.

DENTAL BENEFITS: If you have dental insurance, especially Medicaid, you will need to use that first. Please provide a copy of your dental coverage and/or a letter of denial with your application.



WAITLIST: Unfortunately, due to the overwhelming number of individuals needing dental care in Virginia, the DDS program must maintain a waitlist. If you are eligible for our program, you will be placed on the waiting list. We are not able to provide you with an estimated wait time. Your time on the waitlist will depend on several factors, such as the part of the state you live in, how many volunteers are currently working with patients, and how long the treatment plans are for active patients.

APPLICATION PROCESS:

Step One

Fill out the entire application the best that you can. Do not leave any sections blank. If a question does not apply to you, write N/A. If you are disabled, please include proof of disability (e.g., SS Award Letter) with your application.

Step Two

Once we receive your completed and signed application, we will determine if you are eligible for the DDS program, and we will contact you. It generally takes 35 to 40 days to process new applications. If you are eligible, we will let you know the next steps. If you are not eligible, we will explain why and provide you with other resources that may help you.

If you are eligible, you will be placed on the waiting list in the order that your application was received. ***Depending on where you live, the wait can be several months, or the wait can be over a year.**

Step Three

When your application comes to the top of the waitlist, DDS will contact you and go over the application with you. If you are eligible, you will be referred to a volunteer dentist. If a volunteer agrees to accept your case, we will provide you with the information you need to get started.

Final acceptance into the program will be made after your first appointment with the dentist. Once we receive your treatment plan, we will be able to determine if the care you need is a service provided under the Donated Dental Program. Additionally, you may initially qualify for the program but may become ineligible later if your circumstances change while you are on the waitlist. Once you are next on the waiting list, we may require additional documentation to confirm that you are still eligible for the program.

We are sorry you are having a dental problem. We hope the Donated Dental Services (DDS) program may be of some help.

You will need to mail, scan and email, or fax your complete and SIGNED application by:

- Mail: DDS Program, 3460 Mayland Drive, Suite 110, Richmond, VA 23233
- Fax: (804) 523-1880
- Email: PJordan@vadental.org

***Please note – we cannot accept photos of your application via email. If you cannot scan your application, please mail it to our office. Please keep a copy for your records.**

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