



## Fees Related to Application and Registration

<p><b>Application for a Certificate of Registration of Any Class</b> (Online Jurisprudence Exam)</p>	<p><b>\$75</b> Paid upon logging on to complete the Jurisprudence exam</p>
<p><b>Canadian Police Information Centre Criminal Record Report (CPIC report)</b> Applicants are required to submit a CPIC report that is dated no earlier than one (1) year before the date on which the application is submitted. For questions about the CPIC report, see <a href="#">Registration FAQs</a></p>	<p>Costs and turn-around times will vary according to the local police department.</p>
<p><b>Notarization of Application and Supporting Documents</b> Applicants are required to submit a notarized application and authenticated copies of supporting documentation.</p>	<p>A Notary public, Commissioner of Oaths or Lawyer to sign or seal the required documentation.</p> <p>Costs will vary.</p> <p>Alternatively, original documents may be brought into the CDHO office in person, where registration staff will authenticate copies.</p>
<p><b>Professional Liability Insurance</b> All registrants must maintain professional liability insurance with a minimum of \$1,000,000 coverage for each occurrence, annual aggregate cover of no less than \$5,000,000, and a deductible of no more than \$4,000 per occurrence.</p> <p>Run-off coverage (sometimes called enduring or tail coverage) is required for a minimum of two years.</p> <p>The insurer must be licensed with the Financial Services Commission of Ontario or the office of the Superintendent of Financial Institutions Canada.</p> <p>The insurance must include a sexual abuse therapy and counselling fund endorsement that,</p> <ul style="list-style-type: none"><li>(i) Provides coverage for therapy and counselling for every person eligible for funding under subsection 85.7(4) of the Code; and</li><li>(ii) Provides coverage, in respect of each such eligible person, for the maximum amount of funding that may be provided for the person under the Act, for therapy and counselling as a result of sexual abuse by the Registrant.</li></ul>	<p>Applicants are required to have coverage in place before being registered. Costs will vary. Contact the <a href="#">Canadian Dental Hygienists Association</a>, 1-800-267-5235, <a href="#">Ontario Dental Hygienists' Association</a>, 1-800-315-ODHA or the broker of your choice.</p>



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<p><b>Form B – Letters of Professional Conduct from Other Regulated Jurisdictions</b></p> <p>Applicants are responsible for arranging to have the completed Form B (signed and sealed) sent directly from each jurisdiction where they are registered as a regulated professional.</p>	<p>Costs and turn-around times will vary according to the regulatory body.</p>
<p><b>Form C and Transcripts</b></p> <p>Applicants are responsible for arranging to have the completed Form C and original transcripts sent directly from their educational institution to the CDHO office.</p> <p>For colleges that have closed, contact the <a href="#">Ministry of Training, Colleges and Universities</a> for transcript.</p> <p>Email address: <a href="mailto:pcc@ontario.ca">pcc@ontario.ca</a></p>	<p>Costs vary. Consult with the educational institutions.</p>
<p><b>Educational Requirements</b></p> <p>Diplomas/degrees completed in dental hygiene outside of Canada or the US, must be assessed by the NDHCB to determine whether the studies meet the equivalency requirements to take the NDHCB exam.</p>	<p><a href="#">NDHCE Application and fees</a> information is available at the NDHCB website.</p> <p>The <a href="#">NDHCB</a> handbook outlines the steps and costs associated with meeting the educational requirements to take the NDHCE.</p>
<p><b>Translation</b></p> <p>Documents that are not in English or French must be translated.</p>	<p>Costs will vary depending on the volume of text. Applicants are responsible for having their documents translated by a certified translator.</p>
<p><b>Refresher Courses</b></p> <p>Applicants who graduated from a program in dental hygiene more than three years prior to applying, and who have not been practising in a regulated jurisdiction in the past three years, are required to take a refresher course.</p>	<p>Costs will vary depending on the required program content and duration.</p> <p>Contact CDHO staff for a list of approved instructors.</p> <p>Consult a CDHO-approved instructor directly for applicable fees, timeline, course content.</p>
<p><b>Prior Learning Assessment Fee for Applicants from a Non-Accredited Dental Hygiene Program who are not eligible to sit the NDHCB exam</b></p>	<p><b>\$800</b></p>



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Application Fees	
General Certificate of Registration	<b>\$400</b>
General Certificate of Registration for new applicants registering within 12 months of graduation	<b>\$200</b> — One-time registration fee
Specialty Certificate of Registration	<b>\$400</b>
Inactive Certificate of Registration	<b>\$200</b>
Penalty fee for late renewal of a Certificate of Registration	<b>\$100</b> — Came into effect January 2, 2018
Evaluation Fees	
Canadian Performance Exam in Dental Hygiene	<b>\$1,000</b>
Provincial written assessment for entry to practice	<b>\$665</b>
Re-take the provincial written assessment for entry to practice	<b>\$565</b>
Radiology Evaluation for entry to practice	<b>\$650</b>
Professional competency assessment for re-entry to practice	<b>\$1565</b>
Professional competency assessment for a specialty certificate	<b>\$1500</b>
Appeal with the Registrar	<b>\$150</b>
Appeal of clinical evaluation results	<b>\$150</b>
Other Fees	
Drugs in Dental Hygiene Practice Examination (DDHPE)	<b>\$250</b>
Change of Registration Status from Inactive to General/Specialty Certificate of Registration	<b>\$200</b>
Upgrade to Specialty Certificate of Registration	<b>\$75</b>
Reinstatement Fee	<b>\$500</b> (+ yearly registration fee)
Authorization to Self-Initiate	<b>\$75</b>
Certificate of Professional Conduct	<b>\$15</b>
Wall Certificate – duplicate	<b>\$20</b>
Lapel Pin – duplicate	<b>\$10</b>
Duplicate receipt	<b>\$10</b>

*Unless noted otherwise, fees are non-refundable and not pro-rated.*