Fair Registration Practices Report

Dental Hygienists (2017)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

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1. Qualitative Information

a) Requirements for registration, including acceptable alternatives

i. Describe any improvements / changes implemented in the last year.

> CDHO brought a new clincial competency evaluation into use in 2017, the Canadian Performance Exam in Dental Hygiene (CPEDH). The CPEDH replaces the previously used CDHO Clinical Competency Exam as a requirement for registration under S. 31.3 of the General Regulation Part VII - Registration, made under the Dental Hygiene Act, 1991. The CPEDH is a performance-based assessment that is designed to evaluate the clinical compentence of candidates.

ii. Describe the impact of the improvements / changes on applicants.

> The CPEDH, which has also been adopted in two other Canadian jurisdictions to date, will improve the assessment and recognition process by ensuring that those applicants who are required to complete a clinical exam in order to become registered will receive the same style of exam and be tested on the same nationally accepted competencies, regardless of the jurisdiction in which they take the exam. Improved processes and common tools to assess applicants from non-accredited dental hygiene programs will support and enhance collaboration of dental hygiene regulators across Canada and improve fairness, transparency and consistency for all exam candidates.
>
> The CPEDH:
>
> - Assesses the candidates' ability to integrate knowledge with clinical skills.
> - Assesses the candidates' ability to communicate and respond to various client behaviours.
> - Highly ensures objectivity and validity.
> - Ensures that the evaluation incorporates national competencies and practice standards.
> - Can evaluate a wide range of knowledge and skills at one time.
> - Can evaluate the candidates' professional behaviour and interaction with clients.

iii. Describe the impact of the improvements / changes on your organization.

> CDHO has a legislated, ethical, professional and social responsibility to ensure that those entering the profession are competent and able to provide safe clinical care. The College also has a responsibility to ensure the assessment process used to make these decisions is comprehensive, fair and accurate. The CPEDH helps CDHO to better meet these obligations and serves the College's mandate to protect the public of Ontario.

b) Assessment of qualifications

i. Describe any improvements / changes implemented in the last year.

> No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

c) Provision of timely decisions, responses, and reasons

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

d) Fees

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

e) Timelines

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

f) Policies, procedures and/or processes, including by-laws

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

g) Resources for applicants

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

h) Review or appeal processes

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

i) Access to applicant records

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

j) Training and resources for registration staff, Council, and committee members

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

k) Mutual recognition agreements

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

l) Other (include as many items as applicable)

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year

No changes this year

2. Quantitative Information

a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes
French	Yes

Other (please specify)

Additional comments:

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	33
Female	591
None of the above	0

Additional comments:

Total: 624.

c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender	Number of Members
Male	327
Female	13222
None of the above	0

Additional comments:

Total: 13,549.

d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education[1] in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
598	22	3	Italy 1 Total 1	0	**624**

[1] Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

e) Jurisdiction where applicants who became registered members obtained their initial education

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education[1] in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
587	22	3	Italy 1 Total 1	0	**613**

[1] Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

f) Jurisdiction where members were initially trained

Indicate the total number of registered members by jurisdiction where they obtained their initial education[1] in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total

Ontario	Other Canadian Provinces	USA	Other International		Unknown	Total
12581	328	519	Armenia	1	0	**13549**
			China	5		
			Colombia	11		
			Denmark	2		
			India	1		
			Iran	4		
			Israel	10		
			Italy	1		
			Japan	2		
			Netherlands	1		
			Romania	1		
			S. Africa	6		
			Korea, Republic Of	5		
			Sweden	1		
			U.K.	70		
			Total	121		

[1] Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

g) Applications processed

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1st to December 31st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	598	22	3	1	0	**624**
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	670	24	5	1	0	**700**
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	**0**
Applicants who met all requirements and were authorized to become members but did not become members	11	0	0	0	0	**11**
Applicants who became FULLY registered members	587	22	3	1	0	**613**
Applicants who were authorized to receive an alternative class of licence[3] but were not issued a licence	0	0	0	0	0	**0**

from January 1st to December 31st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applicants who were issued an alternative class of licence[3]	0	0	0	0	0	**0**

[1] An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

Additional comments:

New applications received: applications received in our office in 2017.

Applicants actively pursuing registration: anyone involved at any stage in the application process in 2017, taken from date of payment of the application fee (if no application received) OR date of application received.

Inactive applicants: CDHO applications close out after 12 months from date of payment of application fee, so there will always be 0 inactive applicants at time of reporting.

Applicants who met requirements but did not register: approved for registration in 2017, but registration fee not paid in 2017 (may have paid/registered in 2018).

Applicants who became fully registered members: same as part E because CDHO only has one class of initial registration.

Alternative class of license/registration does not exist at time of initial registration, so this will always be zero.

h) Classes of certificate/license

Inidcate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	General	**Description (a)** Applies to those dental hygienists who meet the basic registration requirements; all registrants are initially registered in the General category.
b)	Specialty	**Description (b)** Applies to registrants who hold a General certificate of registration and who have completed a program in restorative dental hygiene that meets the requirements of the College.
c)	Inactive	**Description (c)** Applies to registrants who previously held a General or Specialty certificate of registration but are now taking time away from practice (i.e. they cannot initially apply to the College for an inactive certificate of registration). Inactive registrants are not authorized to practice dental hygiene in Ontario.

Additional comments:

i) Reviews and appeals processed

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1st to December 31st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	7	1	0	0	0	8
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0
Appeals heard	0	0	0	0	0	0
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

j) Paid staff

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	20
Staff involved in appeals process	3
Staff involved in registration process	3

Additional comments:

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3. Submission

I hereby certify that:

Name of individual with authority to sign on behalf of the organization:
Terri-Lynn Macartney

Title:
Manager, Registration

Date:
2018/02/06

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