

College of Registered Dental Hygienists of Alberta
Policy and Requirements Regarding
Entry onto the Roster of Members Authorized
to Perform Restorative Procedures of a Permanent Nature

Legislative Reference

Section 13(2) of the Dental Hygienists Profession Regulation (the “Regulation”) states:

“A general member or a courtesy member who has provided evidence satisfactory to the Registrar of having completed and remaining current in the advanced training required by the Council and who has received notification from the Registrar that the authorization is indicated on the general register or the courtesy register is authorized to perform the following restricted activities:

(c) in collaboration with a dentist, to perform surgical or other invasive procedures on body tissue below the surface of teeth for the purpose of performing restoration procedures of a permanent nature.”

“In collaboration with a dentist” means that the dentist must prepare (cut) the tooth prior to the dental hygienist placing, carving and finishing the restorative material. Dental hygienists are not authorized to cut teeth as part of the performance of restorative procedures of a permanent nature.

Entry onto the Roster of Authorized Members

The College of Registered Dental Hygienists of Alberta (CRDHA) Policy for entry onto the Roster of members authorized to perform restorative procedures of a permanent nature is based on a combination of:

- Appropriate education related to the performance of this advanced practice restricted activity;
- The length of time that has elapsed since an applicant successfully completed their education related to performance of restorative procedures; and
- The length of time that has passed since the applicant last performed restorative procedures on a regular basis.

Appropriate education is the acquisition of the competencies (knowledge, skills, attitude and judgment) required to perform restorative procedures of a permanent nature at an entry-level standard of competence. Appropriate education provides sufficient theoretical foundation and clinical experience for the practitioner to practice in a competent, legal, ethical and professional manner.

Eligibility

The Regulation requires advanced training to perform this restricted activity. A regulated member who has successfully completed an educational course or program that meets the criteria set out in the CRDHA *Policy Regarding Approval of Restorative Dental Hygiene Courses* may apply for entry onto the CRDHA Roster of members authorized to perform restorative procedures of a permanent nature.

Restorative Courses Currently Deemed CRDHA Council-Approved¹

The CRDHA *Policy Regarding Approval of Restorative Dental Hygiene Courses* is Appendix 1 to this document.

Restorative courses delivered as a component of the following accredited dental hygiene programs are considered CRDHA Council-approved:

Cégep de Chicoutimi	Collège Édouard-Montpetit
Cégep de Trois-Rivières	Collège Maisonneuve
Cégep François-Xavier Garneau	Dalhousie University, School of DH (up to May 2010)
Cégep Saint-Hyacinthe	John Abbott College
Collège de L'Outaouais	University of Manitoba, School of DH (up to May 1999)

Restorative courses delivered as continuing education courses by the following accredited dental hygiene programs are considered CRDHA Council-approved:

Algonquin College, Restorative Dental Hygiene Program (post-diploma)
George Brown College, Restorative Dental Hygiene Program (post-diploma)
University of Manitoba, Restorative Dental Hygiene Program (post-diploma)

Application for Entry onto the CRDHA Roster

The information required as part of an application for entry onto the CRDHA Roster may vary depending on the length of time that has lapsed since the applicant completed the restorative educational program and whether the program has previously been deemed to be CRDHA Council-approved. Applicants should refer to sections A, B and C of this Policy and the application form to determine the required documentation.

A regulated member must not perform restorative procedures of a permanent nature until they have been notified in writing that their application has been approved and their name has been added to the CRDHA's Roster of dental hygienists who have been authorized to perform restorative procedures of a permanent nature.

General Timeline for Review of Applications

If an application is complete, the restorative program is Council-approved, and the regulated member meets the currency of practice criteria set out in this Policy, notification will generally be mailed within 7 to 10 working days of receipt of the application.

Courses or programs that are not currently on the Council-approved list will have to be reviewed. Detailed course information (ie. course outline, schedule, course syllabus, course manual) must accompany the application. After all required documents are received, applicants should expect a minimum of 4 to 6 weeks for review.

CRDHA staff and the volunteer Registration Committee will do the best they can to handle applications in an expedient fashion. If the information provided with the application is incomplete or additional information is required, the process may take longer.

¹This list may change as course providers and/or course content changes.

Applicants must determine which of the following Policy sections (A, B or C) applies to their situation and proceed accordingly.

Section A. If the applicant completed a restorative course 0 - 36 months prior to the date of application for entry onto the CRDHA Roster as a practitioner authorized to perform restorative procedures of a permanent nature, the application must proceed as follows:

Documentation to be submitted to CRDHA:

- A completed application for entry onto the CRDHA Roster of practitioners authorized to perform restorative procedures of a permanent nature
- Evidence (as specified on the application form) of successful completion of appropriate education
- Evidence of CPR certification. The level of CPR certification required for initial registration and annual renewal of a Practice Permit is sufficient. The course must have been completed within the last twelve months. Applicants may be asked to provide a photocopy of their CPR wallet card if it is not already on file.

Processing of Applications

- Each application for entry onto the Roster will be reviewed on an individual basis.
- The Registrar or Registration Committee may request additional information in order to verify an applicant's educational course related to performance of restorative procedures of a permanent nature (e.g. detailed course outline, syllabus, workbook, manual, summary of experience).
- If the Registrar or Registration Committee is satisfied that the applicant has received appropriate education in the performance of restorative procedures, the applicant's name will be entered on the CRDHA Roster.
- If the Registrar or Registration Committee is not satisfied that the applicant has received appropriate education in the performance of restorative procedures, the applicant's name **will not** be entered on the CRDHA Roster and the applicant will be required to successfully complete Council-approved restorative dental hygiene education prior to re-applying for entry onto the CRDHA Roster.
- An application for entry onto the Roster may be refused or deferred if the applicant is the subject of investigation or discipline related to unprofessional conduct in any jurisdiction.

Section B. If the applicant completed a restorative course more than 36 months but not more than 72 months prior to the date of application for entry onto the CRDHA Roster as a practitioner authorized to perform restorative procedures of a permanent nature, the application must proceed as follows:

Documentation to be submitted to CRDHA:

- A completed application for entry onto the CRDHA Roster of practitioners authorized to perform restorative procedures of a permanent nature
- Evidence (as specified on the application form) of successful completion of appropriate education
- Evidence of currency of practice in the performance of restorative procedures of a permanent nature, in the form of a letter from the applicant's employer(s) verifying that the applicant regularly performed restorative procedures as part of the practice of dental hygiene
- Evidence of CPR certification. The level of CPR certification required for initial registration and annual renewal of a Practice Permit is sufficient. The course must have been completed within the last twelve months. The applicant may be asked to provide a photocopy of their CPR wallet card if it is not already on file.

Processing of Applications

- Each application for entry onto the Roster will be reviewed on an individual basis.
- The Registrar or Registration Committee may request additional information in order to verify an applicant's educational course related to performance of restorative procedures of a permanent nature (e.g. detailed course outline, syllabus, workbook, manual, summary of experience).
- If the Registrar or Registration Committee is satisfied that the applicant has received appropriate education in the performance of restorative procedures and there is evidence of currency in performance of restorative procedures, the applicant's name will be entered on the CRDHA Roster.
- If the Registrar or Registration Committee is satisfied that the applicant has received appropriate education in the performance of restorative procedures but more than 36 months have elapsed since the applicant last performed restorative procedures on a regular basis, the applicant's name **will not** be entered on the CRDHA Roster and the applicant will be required to successfully complete Council-approved refresher dental hygiene restorative education prior to re-applying for entry onto the CRDHA Roster.
- If the Registrar or Registration Committee is not satisfied that the applicant has received appropriate education in the performance of restorative procedures, the applicant's name **will not** be entered on the CRDHA Roster and the applicant will be required to successfully complete Council-approved restorative dental hygiene education prior to re-applying for entry onto the CRDHA Roster. Refresher education **will not** qualify.
- An application for entry onto the Roster may be refused or deferred if the applicant is the subject of investigation or discipline related to unprofessional conduct in any jurisdiction.

Section C. *If the applicant completed a restorative course more than 72 months prior to the date of application for entry onto the CRDHA Roster as a practitioner authorized to perform restorative procedures of a permanent nature, the application must proceed as follows:*

Documentation to be submitted to CRDHA:

- A completed application for entry onto the CRDHA Roster of practitioners authorized to perform restorative procedures of a permanent nature
- Evidence (as specified on the application form) of successful completion of appropriate education
- Evidence of currency of practice in the performance of restorative procedures of a permanent nature, in the form of a letter from the applicant's employer(s) verifying that the applicant regularly performed restorative procedures as part of their practice of dental hygiene
- Evidence of CPR certification. The level of CPR certification required for initial registration and annual renewal of a Practice Permit is sufficient. The course must have been completed within the last twelve months. The applicant may be asked to provide a photocopy of their CPR wallet card if it is not already on file.

Processing of Applications

- Each application for entry onto the Roster will be reviewed on an individual basis.
- The Registrar or Registration Committee may request additional information in order to verify an applicant's educational course related to performance of restorative procedures of a permanent nature (e.g. detailed course outline, syllabus, workbook, manual, summary of experience).
- If the Registrar or Registration Committee is satisfied that the applicant has received appropriate education in the performance of restorative procedures and there is evidence of currency in performance of restorative procedures, the applicant's name will be entered on the CRDHA Roster.
- If the Registrar or Registration Committee is satisfied that the applicant has received appropriate education in the performance of restorative procedures but more than 36 months have elapsed since the applicant last performed restorative procedures on a regular basis, the applicant's name **will not** be entered on the CRDHA Roster and the applicant will be required to successfully complete Council-approved dental hygiene restorative education prior to re-applying for entry onto the CRDHA Roster.
- If the Registrar or Registration Committee is not satisfied that the applicant has received appropriate education in the performance of restorative procedures, the applicant's name **will not** be entered on the CRDHA Roster and the applicant will be required to successfully complete a Council-approved restorative dental hygiene course prior to re-applying for entry onto the CRDHA Roster. Refresher education **will not** qualify.
- An application for entry onto the Roster may be refused or deferred if the applicant is the subject of investigation or discipline related to unprofessional conduct in any jurisdiction.

Policy Regarding Approval of Restorative Dental Hygiene Courses

An educational course designed to produce competency in the performance of restorative procedures of a permanent nature will be considered a CRDHA Council-approved program if it meets the following criteria:

- 1 Theoretical course content must include:
 - 1.1 Science of dental materials
 - 1.2 Histology and embryology
 - 1.3 Dental anatomy
 - 1.4 Functional occlusion
 - 1.5 Black's classification
 - 1.6 Health and safety
 - 1.7 Management of records

- 2 Pre-clinical and clinical course content must include:
 - 2.1 Moisture control and isolation techniques
 - 2.2 Placement of pulp protection (e.g. liners, bases)
 - 2.3 Placement and removal of matrices and wedges
 - 2.4 Bonding Materials
 - 2.5 Amalgam Restorations (Class I, II, and V)
 - 2.6 Composite Restorations (Class I, II, III, IV, and V)
 - 2.7 Placement of temporary restorations/sedative dressings
 - 2.8 Placement of gingival retraction cord
 - 2.9 Placement, finishing and polishing of restorations
 - 2.10 Periodontal response to restorations
 - 2.11 Infection control procedures
 - 2.12 Hazardous waste management procedures

- 3 There must be evidence that course participants receive sufficient experiences in both the pre-clinical and clinical settings to attain competence.

- 4 The restorative dental hygiene course must be delivered as a component of an accredited² dental hygiene undergraduate program or as a continuing education course delivered by:
 - 4.1 An accredited faculty of dentistry or dental hygiene undergraduate program, or
 - 4.2 Other continuing education programs which the Registrar or Registration Committee deem substantially equivalent to a Council approved accredited faculty of dentistry/dental hygiene sponsored course and is:
 - 4.2.1 Organized and taught by oral health practitioners who are registered/licensed³ in good standing and authorized to provide restorative procedures in the jurisdiction where they hold registration/licensure, and
 - 4.2.2 Held in a properly equipped dental environment which will permit the course participants to use the techniques being taught to achieve an acceptable entry-level of competence for the performance of restorative procedures

- 5 There must be evidence of an appropriate process for evaluation in both the theoretical and clinical components of the course.

- 6 Course providers must issue evidence of successful completion of the restorative course (e.g. transcript from dental hygiene program, certificate of completion from continuing education course).

²Accredited means accredited by the Commission on Dental Accreditation of Canada or the American Dental Association Commission on Dental Accreditation.

³Persons teaching clinical courses in Alberta must be a registered with the appropriate Alberta regulatory authority (e.g. CRDHA or ADA&C)