

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Thursday, October 13, 2022
(Via Zoom videoconference)

A meeting of the CDRAF Board of Directors took place on Thursday, October 13, 2022 at 12:00 p.m. EDT.

PARTICIPANTS:

Mr. Denis Bourgeois, Registrar, New Brunswick Dental Society
Dr. Randall Croutze, Chief Executive Officer, College of Dental Surgeons of Alberta
Ms. Caroline Daoust, Directrice générale et secrétaire, (CDRAF Chair), L'Ordre des dentistes du Québec
Mr. Daniel Faulkner, Registrar and CEO, (CDRAF Vice-Chair), Royal College of Dental Surgeons of Ontario
Dr. Doug Mackey, Registrar, Provincial Dental Board of Nova Scotia
Dr. Arun Misra, Registrar, (CDRAF Treasurer), Manitoba Dental Association
Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board

STAFF:

Dr. Jack Gerrow, CDRAF Executive Director
Ms. Angie Sherban, CDRAF Executive Assistant

REGRETS:

Dr. Maurice Coady, Registrar, Dental Council of Prince Edward Island
Dr. Chris Hacker, Registrar, British Columbia College of Oral Health Professionals
Dr. Gerry Uswak, Registrar, College of Dental Surgeons of Saskatchewan

MEMBER REPRESENTATIVES AND REPRESENTATIVES OF OTHER ORGANIZATIONS:

Dr. Shelly Anderson, Chair, Provincial Dental Board of Nova Scotia
Dr. Paul Allison, Executive Director, Association of Canadian Faculties of Dentistry
Dr. Nancy Auyeung, CDRAF representative to CDAC
Dr. Izchak Barzilay, Chair, Board of Directors, Royal College of Dentists of Canada

Dr. Minto Basahti, Past-President, College of Dental Surgeons of Alberta
Ms. Lee Callan, Co-Director, Commission on Dental Accreditation of Canada
Dr. Tom Colina, President, Manitoba Dental Association
Dr. Marie Dagenais, Executive Director & Registrar, The National Dental Examining Board of Canada
Mr. Frédéric Duguay, Director, Commission on Dental Accreditation of Canada
Ms. Andréa Foti, Deputy Registrar & Privacy Officer, Royal College of Dental Surgeons of Ontario
Dr. Guy Lafrance, President, L'Ordre des dentistes du Québec
Dr. Carolyn Mason, Past-Chair, Board of Directors, Royal College of Dentists of Canada
Dr. Debora Matthews, Chair, Commission on Dental Accreditation of Canada
Ms. Amandine Perdabet, General Manager, Royal College of Dentists of Canada
Dr. Maneesh Sharma, President, Canadian Dental Specialties Association
Dr. Benoit Soucy, Director, Clinical and Scientific Affairs, Canadian Dental Association
Dr. James Taylor, Chief Dental Officer of Canada
Dr. Sandy Venditti, President, Royal College of Dental Surgeons of Ontario

1. CALL TO ORDER

The Chair, Ms. Daoust, welcomed everyone and called the meeting to order at 12:00 p.m. EDT

2. APPROVAL OF AGENDA

Ms. Daoust noted that the Terms of Reference for a Multi-stakeholder Working Group to review Certification Processes for Graduates of International Dental Programs (included under Appendix D) would be added to the agenda as 4.1 under 'Business Arising'.

The agenda was approved, as amended.

MOTION #1: Faulkner/O'Brien

THAT the agenda of the meeting of October 13, 2022, be approved, as amended.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETING

The CDRAF Board was provided with minutes from the meeting of August 19, 2022. Dr. Misra requested a revision to page 4, line 126 of the draft minutes to read: “A by-law amendment is required for specialty recognition.”

MOTION: Mackey/Misra

THAT the minutes of the CDRAF Board meeting of August 19, 2022 be approved, as amended.

CARRIED
(Unanimously)

4. BUSINESS ARISING

4.1 Terms of Reference for a Multi-stakeholder Working Group to review Certification Processes for Graduates of International Dental Programs

Mr. Faulkner reported that on August 18, 2022, the CDRAF Board met to develop its strategic plan. During that meeting, there was discussion on the mandate of Fairness Commissioners, particularly as they apply to Third party providers in Ontario and in Quebec. The Board discussed different ways to address some of the issues relating to third-party organizations who provide services to regulators in order for them to make licensure decisions. One of the examples discussed was the Equivalency Program (EP) and whether it still serves its original purpose in terms of timeliness and fairness. The Board felt it would be beneficial to establish a working group, to review the EP and other certification processes.

Ms. Daoust referred the CDRAF Board to the draft Terms of Reference for for its consideration. She thanked those DRAs who had forwarded names of representatives for the working group and added that the National Dental Examining Board of Canada (NDEB), Association of Canadian Faculties of Dentistry (ACFD) and the Commission on Dental Accreditation of Canada (CDAC) will be invited to include representatives as well.

Dr. Gerrow added that the DRAs and stakeholder organizations can appoint one or more representatives to the working group. It is expected that some of meetings will be held in-person and that each organization will be responsible for their representatives' expenses.

MOTION: Faulkner/O'Brien

THAT the CDRAF Board accept the Terms of Reference for a Multi-stakeholder Working Group to review Certification Processes for Graduates of International Dental Programs, as presented.

CARRIED
(Unanimously)

Dr. Dagenais reminded the CDRAF Board that the Equivalency Process is a large part of NDEB activities and NDEB has recently created a testing centre for some \$3 million. NDEB has continually reviewed the EP but agreed that it would be a good idea for DRAs to also review it.

She added that there are approximately 1,800 applications per year for the EP.

4.2 National Competency Standards for General Dentists

Dr. Gerrow reported that diverse and in-depth feedback was received from the stakeholder consultation. However, there has not been any progress made with this initiative since the August meeting as it has been challenging to schedule a meeting with the working group. A meeting has now been scheduled in December for the working group to review the feedback and it is expected that a recommendation will be brought to the CDRAF Board in February for consideration.

4.3 Specialty Recognition in Dental Anaesthesia

The CDRAF Board was reminded to complete the template provided to them to show results of each DRAs' deliberations.

It was recognized that some DRAs still need to consult with their Boards/Councils. Dr. Gerrow undertook to resend the template to the CDRAF Board and ask for this feedback by the end of December for inclusion in the resources for the CDRAF Board meeting in February.

4.3 National Assessment of Dental Specialists

Ms. Daoust reported that following the CDRAF Board meeting on August 19, 2022, she and Dr. Gerrow met with the Royal College of Dentists of Canada to provide feedback on RCDC's proposal of August 9, 2022. Ms. Daoust, Dr. Gerrow and Mr. Faulkner also attended the RCDC Annual General meeting. RCDC was asked to provide Terms of Reference for its proposed standing committee to provide oversight.

Ms. Daoust invited Dr. Mason to present the revised proposal from RCDC of October 3 that included the Terms of Reference.

Dr. Mason reviewed the revised proposal that included items identified by CDRAF as necessary. She added that a significant amount of work has been done to ensure that the examination is in place by 2024. Dr. Mason asked the CDRAF Board for its direction and a commitment to proceed as RCDC needs to start a search for a Director of Examinations.

There was overall acceptance of the proposal, with the following comments:

1. The standing committee should have more explicit expression of the mandate to ensure integrity through evaluation.
2. For the Director of Examinations position, it should be a requirement to have experience in examination development and knowledge of psychometric principles, not only preferred.
3. The mandate of the standing committee should also include training for Examiners.

Dr. Gerrow stated that the DRAs have confirmed the examination is a requirement. Dr. Mason agreed to check with the RCDC Board to see if written approval of the proposal from each DRA is necessary.

Dr. Mason and Dr. Barzilay thanked CDRAF for inviting them to attend the meeting.

4.4 CDAC Governance

Dr. Matthews reported that the work of the Governance Review Steering Committee (GRSC) was complete. She stated that a meeting was held with stakeholders to incorporate feedback and a final report will be

provided to the CDAC Board on November 14 for consideration, then to the Canadian Dental Association if approved. It is anticipated the operational date for the new entity will be January 2023.

Dr. Matthews reviewed the GRSC stakeholder consultation report. She responded to some of the suggestions raised in the letter from the Royal College of Dental Surgeons of Ontario:

1. The report outlines criteria and will be presented to the new Board for ratification.
2. The maximum consecutive terms would remain at 9 years.
3. It would be a significant departure from CDAC to not have independent accreditation reviews, but this will be provided to the new Board for consideration.
4. Accreditation reports will be provided to DRAs upon request. The issue of transparency will be provided to the new Board for further consideration.
5. The outcomes of accreditation reports will not be provided on the CDAC website at this time, but this will be provided to the new Board for further consideration.
6. CDAC is a member of Association of Accrediting Agencies of Canada.
7. The new funding model will be more clearly defined in the next year. Funding for 2023 is based on the pre-pandemic budget to allow for time to determine the specifics of the funding and specifically the allocation of costs to regulators, training programs and examination bodies.
8. Accreditation standards for all programs have recently been posted on the CDAC website.

Ms. Daoust thanked Dr. Matthews for the information.

4.5 Radiology Services Provided Remotely

Dr. Croutze requested that this item be added to the agenda in August and it was brought back to this meeting for further discussion.

There was discussion on individuals registered in one province but who provide dental services in several provinces, specifically oral and maxillofacial radiologists. Concerns were raised with addressing conduct

issues and how complaints would be managed under these circumstances.

Ms. Foti reported that the RCDSO has expressed an intention to create a standard. An interim version was made available for its members during the early months of the pandemic, but a working group is looking to resume work on a broader scale. When available, the draft document will be distributed for external circulation. Ms. Foti offered to share the document with DRAs who can modify the standard for their own needs, if required.

Dr. Gerrow reminded the CDRAF Board that this issue is included in the strategic plan as an emerging trend.

4.6 CDRAF Strategic Plan

Ms. Daoust referred to the draft strategic plan. She advised that this document was developed by the CDRAF Board at its meeting on August 18, 2022. It was provided in the resources for the CDRAF Members' meeting. The CDRAF Board did not feel it required further consultation with stakeholders and the document was accepted, as circulated.

MOTION: Misra/O'Brien

THAT the CDRAF Strategic Plan 2023-2026 be accepted, as presented.

CARRIED
(Unanimously)

5. 2022-2023 ELECTION OF OFFICERS

THAT the CDRAF officers for 2022/2023 are as follows:

- **Mr. Daniel Faulkner, Chair**
- **Dr. Arun Misra, Vice-Chair**
- **Dr. Gerry Uswak, Treasurer**

CARRIED
(Unanimously)

6. CDRAF REPRESENTATIVES AND OBSERVERS AT EXTERNAL MEETINGS

A meeting schedule for external stakeholders and the remainder of 2022 was provided for information. The list will be updated with meeting dates for 2023.

8. CDRAF BY-LAWS

A copy of the CDRAF By-Laws was provided to the CDRAF Board for information.

9. OTHER BUSINESS

9.1 Dentists Administering Vaccinations for HPV

Dr. Croutze reported that in August the President of the College of Dental Surgeons of Alberta, Dr. Lee Darichuk, became the first registered dentist in Canada to administer the human papilloma virus (HPV) vaccine within a dental practice.

Dr. Croutze wished to bring awareness to the importance of dentistry participating and advocating for life-saving vaccinations. He encouraged DRAs to raise this with Boards/Councils for members across the country to provide this service.

Dr. Croutze undertook to send information on training programs to DRAs in this regard.

9.2 Health Canada: Radiation Protection in Canada, Code 30

Dr. Soucy provided the latest version of this safety code for information. He stated that it provides more detailed information on how testing of radiology equipment in dental offices should be conducted.

The CDA requested that DRAs notify it if there are any concerns from members. Dr. Gerrow undertook to inform Dr. Aaron Burry at CDA that the regulators understand the issue and will monitor developments in their provinces. No DRAs are considering changes at the present time.

10. NEXT MEETING

The CDRAF Board Meeting will be held on Thursday, February 16, 2023 (virtually).

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 2:00 p.m.