

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Friday, April 23, 2021
Via Zoom videoconference

A meeting of the CDRAF Board of Directors took place on Friday, April 23, 2021 at 11:00 a.m. EST.

PARTICIPANTS:

Dr. Maurice Coady, Registrar, (CDRAF Chair), Dental Council of Prince Edward Island

Dr. Randall Croutze, Chief Executive Officer, Alberta Dental Association and College

Ms. Caroline Daoust, Directrice générale et secrétaire, (CDRAF Vice-Chair), L'Ordre des dentistes du Québec

Mr. Daniel Faulkner, Registrar and CEO, (CDRAF Treasurer), Royal College of Dental Surgeons of Ontario

Ms. Andréa Foti, Assistant Registrar, Royal College of Dental Surgeons of Ontario

Dr. Martin Gillis, Registrar, Provincial Dental Board of Nova Scotia

Dr. Chris Hacker, Registrar, College of Dental Surgeons of British Columbia

Mr. Dan Leger, Registrar, New Brunswick Dental Society

Dr. Arun Misra, Registrar, Manitoba Dental Association

Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board

Dr. Gerry Uswak, Incoming Registrar, College of Dental Surgeons of Saskatchewan

STAFF:

Dr. Jack Gerrow, CDRAF Executive Director

Ms. Angie Sherban, CDRAF Executive Assistant

REGRETS:

Dr. Mitch Taillon, Registrar, College of Dental Surgeons of Saskatchewan

THIRD-PARTY PROVIDERS AND OBSERVERS:

Dr. Paul Allison, Executive Director, Association of Canadian Faculties of Dentistry

Dr. Nancy Auyeung, CDRAF representative to the Commission on Dental Accreditation of Canada

Dr. Minto Basahti, President-Elect, Alberta Dental Association and College

Ms. Lee Callan, Manager, Commission on Dental Accreditation of Canada

Dr. Joy Carmichael, Chair, New Brunswick Dental Society

Dr. Christopher Cottick, President, Manitoba Dental Association

Dr. Marie Dagenais, Registrar/Executive Director, National Dental Examining Board of Canada

Colonel Jean-Pierre Picard, Royal Canadian Dental Corps.

Dr. James Richardson, President, National Dental Examining Board of Canada

Dr. Amarjit Rihal, President, Commission on Dental Accreditation of Canada

Dr. James Taylor, Chief Dental Officer of Canada

Dr. Bruce Yaholnitsky, President, Alberta Dental Association & College

1. CALL TO ORDER

The Chair, Dr. Coady, welcomed everyone and called the meeting to order at 11:00 a.m. EST.

2. APPROVAL OF AGENDA

The agenda was approved, as circulated

MOTION #1: Croutze/Leger

THAT the agenda of the meeting of April 23, 2021 be approved, as circulated.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETINGS

The CDRAF Board was provided with draft minutes from the meeting of February 5, 2021. Dr. Coady noted that these minutes were approved by members electronically. There was no further discussion.

4. BUSINESS ARISING

4.1 Process for Recognition of a New Dental Specialty

Dr. Coady reminded the CDRAF Board that this document has been presented for approval over the past several meetings and has been approved in the majority of provinces.

Dr. Leger advised that at the last meeting, Manitoba asked that this item be tabled. The Board of the New Brunswick Dental Society has not approved the document yet, pending the ongoing discussion about Manitoba's request to include the Royal College of Dentists of Canada in the document as a "third-party provider" in Step 2 of the circulation process.

Dr. Gerrow advised the CDRAF Board that there is an urgency to approving this document, as there is an organization who has expressed an interest in submitting an application for a new dental specialty.

MOTION: Croutze/Hacker

THAT the final draft document entitled, *Process for Recognition of a New Dental Specialty*, be approved.

Once approved, this will become the process for recognition of a new dental specialty and will be posted on the CDRAF website. Successful applicants will then be directed back to the provincial DRAs for final approval and recognition for certification.

Dr. Misra confirmed that Manitoba still requests this inclusion, as RCDC is considered a third-party provider to the Manitoba Dental Association. However, other CDRAF Board members were not agreeable to including the RCDC as a "third-party provider". Following a fulsome discussion the CDRAF Board agreed that the intent of the wording is to widely circulate the document and this would include RCDC in the distribution and the following amendment was made to the motion:

AMENDMENT TO MOTION: Croutze/Misra

THAT the words, “third-party provider” on page 4, Step 2 of the Process for Recognition of New Dental Specialty, be removed and that the Royal College of Dentists of Canada (RCDC) be included in the list of organizations included in the circulation of the document.

CARRIED
(Unanimously)

MOTION: Croutze/Misra

THAT the final draft document entitled, *Process for Recognition of a New Dental Specialty*, be approved, with the following amendment on page 4 as follows:

“STEP 2

Final applications will be circulated widely for public comment, which at a minimum will include posting on the CDRAF website for any organization, group or individual to provide comment on how the proposed specialty meets the “Criteria for the Recognition of a New Specialty”. Such organizations to include, but not limited to, Commission on Dental Accreditation of Canada (CDAC), National Dental Examining Board (NDEB), Association of Canadian Faculties of Dentistry (ACFD) and Royal College of Dentists of Canada (RCDC) will be asked to provide comment and provide any implications on their respective processes. Further, Federal, Provincial and Territorial Departments will be asked to review applications.”

Once approved, this will become the process for recognition of a new dental specialty and will be posted on the CDRAF website. Successful applicants will then be directed back to the provincial DRAs for final approval and recognition for certification.

CARRIED
(Unanimously)

4.2 Commission on Dental Accreditation of Canada (CDAC)

The CDRAF Board was provided with a written report from CDAC for information.

Ms. Callen advised that CDAC is waiting to hear from two organizations for their submissions on representatives for the Steering Committee. When that information is received, CDAC will proceed with organizing the first meeting. Brenda Fair will be facilitating the meetings.

Specialty Accreditation Standards

Dr. Gerrow reported that in late 2019, CDRAF requested that CDAC remove the reference to the Royal College of Dentists of Canada from its Specialty Accreditation Standards.

CDRAF was provided with a copy of the memorandum from CDAC dated January 18, 2021 requesting feedback on this proposed changes to the Dental Specialty accreditation requirement 3.1.2 regarding Program Directors. The proposed changes included additional wording that was not in the request from CDRAF:

“The program director must be a recognized licensed/registered specialist in [Specialty], in the province they are active/teaching as Program Director,”.

Dr Hacker reported that some Deans have expressed concerns regarding the requirement for licensure as it could cause issues recruiting experienced Program Directors.

Dr. Richardson confirmed the rationale for the Documentation Committee proposing this change and stated that there was been positive feedback. CDAC is reviewing the feedback received.

4.3 National Dental Specialty Examination (NDSE)

Dr. Coady reported on a virtual meeting that representatives from CDRAF attended with the National Dental Examining Board of Canada (NDEB) and the Royal College of Dentists of Canada (RCDC) on February 17, 2021. The meeting was called to discuss the need for an entry-level

examination for graduates of Accredited Specialty Programs and current threats to the sustainability of the NDSE.

Unfortunately, there was not a consensus on who should provide a national entry-level examination. NDEB advised that it would not be able to continue to administer the NDSE if RCDC offered an examination as well.

Dr. Coady advised that since that meeting correspondence was received from RCDC (February 24, 2021) and NDSE (April 20, 2021) and he referred to these letters in the meeting resources. In its letter, RCDC stated that it now understood CDRAF's requirements and offered to administer the NDSE at a reduced fee.

In its letter, NDEB advised CDRAF that it will not be financially feasible to continue to administer NDSE.

Dr. Richardson stated that NDEB undertook to administer the NDSE based on the information provided by RCDC. The budget was constructed with a \$7,000 examination fee assuming 240 candidates annually. Unfortunately, the number of candidates were far less resulting in substantial losses. It was reported by RCDC at the meeting on February 17, 2021 that many graduates from dental specialty programs do not plan on practicing in Canada and, therefore, are only interested in obtaining the RCDC Fellowship certification rather than taking the NDSE.

It was understood that Manitoba accepts both the NDSE and RCDC examination. NDEB agreed to administer NDSE in June 2021 and into 2022 in order to ensure smooth transition. NDEB will start preparing the 2022 NDSE immediately following the administration of 2021 examination

Dr. Allison added that it will be important to know which organization will administer the examination in order to advise students how they will obtain their licensure when they complete their programs.

There was a fulsome discussion on budgeting and other options for moving forward with administering a national examination. Dr. Richardson

reiterated NDEB's expertise in examination administration and offered to assist RCDC or any other organization to continue, if possible.

The CDRAF Board agreed to discuss this matter further during an *in-camera* session at the end of the meeting.

5. FINANCIAL

The letter dated April 7, 2021 from Hendry Warren LLP was provided to CDRAF for its information.

CDRAF Treasurer, Daniel Faulkner referred to the five outstanding items on page 2 of the letter. He advised that Dr. Gerrow would address three of the items and the other two would be Board decisions, as follows:

(a) Approval of Financial Statements

There was no discussion on the financial statements and the CDRAF Board approved them, as circulated.

MOTION: Faulkner/Leger

THAT the CDRAF Board accepts the audited financial statements of the Canadian Dental Regulatory Authorities Federation, at December 31, 2020.

CARRIED
(Unanimously)

(b) Restricted Reserve Fund

It was recommended and the CDRAF Board agreed not to transfer any funds at this time from the unrestricted reserve to the restricted reserve.

6. CDRAF REPRESENTATIVES AND OBSERVERS AT EXTERNAL MEETINGS

This document was provided to the CDRAF Board for information.

7. CDRAF STRATEGIC PLAN

Dr. Gerrow reported that the CDRAF Board delayed developing its strategic plan after 2020 until meetings can be held in-person again

following the global pandemic. It was felt that meeting virtually is not the best format for this type of discussion.

However, given that the pandemic is continuing longer than anticipated, the CDRAF Board had a discussion on whether or not this decision should be reconsidered.

Dr. Gerrow asked each Board member to submit 2-3 focussed topics for consideration and discussion at the CDRAF Board meeting scheduled for August 20, 2021. However, the Board asked that a two-hour meeting be scheduled in June to deal with this as a separate item. Dr. Gerrow undertook to work with the Chair, Vice-Chair and Treasurer to plan for the meeting.

8. CDRAF BY-LAWS

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

9. NEW BUSINESS

There was no new business discussed.

10. MEETING DATES FOR 2021

The meeting dates for the CDRAF Board meetings and Members meeting in 2021 were provided. Proposed dates for 2022 will be circulated in the resources for the August 20, 2021 meeting.

11. FOR INFORMATION

The following correspondence was provided for information. There was no discussion.

- (a) Letter from Health Canada re Dental Amalgam
- (b) National Advisory Council on Immunization (NACI) – Public Consultation
- (c) Directors and Officers Liability Insurance

12. ADJOURNMENT

The open session of the meeting was adjourned at 12:35 p.m. EST.