

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Thursday, August 22, 2019

Delta St. John's Hotel and Conference Centre, Salon G, 120 New Gower Street,
St. John's, NL

A meeting of the CDRAF Board of Directors took place on Thursday, August 22, 2019 at 8:30 a.m.

PARTICIPANTS:

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

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

Ms. Caroline Daoust, Directrice générale et secrétaire, L'Ordre des dentistes du Québec

Mr. Irwin Fefergrad, Registrar, Royal College of Dental Surgeons of Ontario

Dr. Martin Gillis, Registrar, (CDRAF Chair) Provincial Dental Board of Nova Scotia

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

Mr. Dan Leger, Registrar, (CDRAF Vice-Chair) New Brunswick Dental Society

Dr. Patti Ling, Registrar, 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. Bernie White, Registrar, College of Dental Surgeons of Saskatchewan

OBSERVERS:

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

Dr. Barry Dolman, President, L'Ordre des dentistes du Québec

Ms. Andr ea Foti, Assistant Registrar, Royal College of Dental Surgeons of Ontario

Dr. Dennis Fuchs, President, National Dental Examining Board of Canada

Dr. Kirk Preston, Board representative, New Brunswick Dental Society

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

Dr. Flavio Turchet, President, Royal College of Dental Surgeons of Ontario

Dr. Kevin Walsh, Chair, Provincial Dental Board of Nova Scotia

1. CALL TO ORDER

The Chair, Dr. Gillis, called the meeting to order at 8:30 a.m. The meeting started with an *in-camera* discussion by Board members.

Observers/elected members joined the meeting at 8:45 a.m. resuming in open session.

2. APPROVAL OF AGENDA

Dr. Hacker asked to add an item under "New Business":

- College of Dental Surgeons of British Columbia By-Law Amendments.

The agenda was approved, as amended:

MOTION #1: Hacker/Daoust

THAT the agenda of the meeting of August 22, 2019 be approved, as amended.

CARRIED
(Unanimously)

Dr. Gillis noted that much of the discussion during the meeting would be confidential and the expectation is that attendees refrain from using social media to report on outcomes of the meeting.

3. APPROVAL OF MINUTES

CDRAF Board Meeting – April 10, 2019

MOTION #2: O'Brien/Fefergrad

THAT the CDRAF Board meeting minutes of April 10, 2019 be approved, as circulated.

CARRIED
(Unanimously)

Dr. Gerrow reminded Board members that the draft minutes of meetings are sent out electronically for approval. He encouraged Board members to respond electronically with their comments/approval.

4. BUSINESS ARISING

4.1 National Dental Examining Board of Canada (NDEB) and the National Dental Specialty Examination (NDSE)

Dr. Gerrow referred Board members to the recent correspondence with NDEB. He asked Dr. Fuchs to provide an update on the transitioning of the NDSE from the Royal College of Dentists of Canada (RCDC) to NDEB. It was reported that weekly conference calls between NDEB and RCDC have been implemented to stay apprised of progress.

Dr. Fuchs referred to his written report in the resource materials. He reported that NDEB has had several meetings with RCDC to create the transition plan. NDEB will administer the NDSE in 2020, going to a written format and changing the NDEB by-laws. Dr. Fuchs confirmed that there will not be an oral component to the examination.

A five-year service contract will be developed with RCDC by legal counsel.

Due to logistics, NDEB feels that a five-year schedule is reasonable. When drafted, it will be the roadmap to assist NDEB with its human resources, financing and budgeting processes, etc. When asked why it

would take five years, Dr. Fuchs explained that there are a large number of examinations to consider. It will take some time to have by-law changes approved and arrange for Chief Examiners to be placed.

Dr. Gerrow discussed concerns that have been expressed by some specialty program directors regarding the NDSE in 2019. He offered the assistance of DRAs to NDEB in recommending names of dental specialists for validating questions, if it would be helpful. The CDRAF representatives were provided with a copy of the letter dated August 9, 2019 from the Canadian Association of Oral and Maxillofacial Surgeons.

Dr. Fuchs reported that the registrations for the 2020 NDSE will be available on-line and NDEB is working on that process.

He added that this is difficult task because of the amount of people involved in a short period of time. However, he added that NDEB's approach has been collegial and collaborative. He undertook to provide CDRAF with regular updates on progress during the transition period.

Board members applauded Dr. Fuchs and NDEB for taking on this initiative and for its work plan. There was discussion on what messaging will be given to universities for the students. Dr. Fuchs was asked to provide CDRAF with a brief draft message that could be sent to the dental faculties/schools.

Dr. Fuchs confirmed that NDEB will be responsible for the NDSE, including quality control.

Dr. Gillis advised that when the proposal was originally discussed in December 2018, it was understood that NDEB would make the necessary arrangements with RCDC. CDRAF would not micro-manage the examination, but it would assist if necessary. It was suggested and Dr. Fuchs agreed that NDEB update Dr. Gerrow and the Chair and Co-Chairs of the CDRAF Working Group every two weeks initially.

Dr. Fuchs was thanked for his fulsome report and looked forward to hearing more on the progress of the transition of NDSE.

4.2 CDRAF/CDAC Joint Working Group

Dr. Gillis reported that since the April 10, 2019 Board meeting, some of the Registrars attended the ACFD Deans Committee meeting in Vancouver on June 18, 2019. The President and Director of CDAC also attended the meeting. He reported that it was a very productive and collegial meeting.

The Deans agreed to provide summaries of the accreditation reports to the local DRA. A working group has been struck, represented by CDRAF, CDAC and ACFD, to move forward in developing a template for the summaries. As a result of this agreement, Ontario and Quebec released funds in full to CDAC for 2019.

Mr. Fefergrad referred to the letter dated July 12, 2019 from Dr. Paul Allison to Mr. Frédéric Duguay. He advised that Ontario and Quebec were concerned by the comment that CDAC's inability to function was caused by those two provinces. He advised that he would circulate a copy of the response letter from Ontario and Quebec to the Board for its information.

He stated that the meetings with ACFD in Vancouver were very productive and collaborative. CDRAF met with CDAC prior to the ACFD Deans meeting and there was a unified approach prepared. The Deans asked for better communication directly from CDRAF, particularly with issues involving regulatory matters that might impact the faculties/schools.

Dr. Gillis advised that ACFD asked to have a representative on the CDRAF/CDAC working group. The Board agreed to having an ACFD representative.

Mr. Fefergrad reported that he and Dr. Allison discussed having a follow-up meeting of CDRAF and the Deans in the fall of 2019. Dr. Allison reported that the Deans have a meeting scheduled with the American Dental Education Association (ADEA) in Charleston, SC, on Saturday, November 9, 2019. It was realized that because of the logistics, most Registrars will not be available to attend. A meeting will also be arranged via Zoom.

In order to keep the momentum going with the Deans, it was felt that a meeting in person would be more beneficial; however, Dr. Allison stated that the Deans hold meetings via Zoom on a regular basis and they would be comfortable using that format. Several Registrars expressed an interest in attending the meeting in Charleston. Dr. Allison advised that he would send out further information on the meeting.

There were concerns expressed about CDRAF attending a meeting in the U.S., particularly over the controversy with CDRAF attending CEO/Registrars' meetings out of Canada. Mr. Fefergrad explained that the circumstances are different in that ACFD is attending a U.S.-based meeting with the ADEA.

It was also noted that the Deans will meet during the Pacific Dental Conference in Vancouver in March 2020.

Dr. Allison asked that there be regular interface meetings between the President/Chair and Executive Directors of CDRAF and ACFD.

The Board was referred to the written proposal from CDAC on 'Becoming an independent legal organization'. Dr. Rihal reported that the timeline for completion will be March 2021. He stated that human resources will be one of the biggest challenges in working on this initiative.

Dr. Rihal added that CDAC will ask for input from the working group and DRAs. He confirmed that CDRAF will be included at the initial stages of developing a revised governance structure for CDAC. ACFD will also be included at that stage.

In the meantime, CDAC is continuing with its work for 2019. Some 40 site surveys have been delayed, but should be completed by the end of the year.

It was suggested that the CDRAF/CDAC working group meet in Toronto prior to the CDRAF Board meeting that is scheduled for Friday, October 18, 2019. It was therefore proposed that the working group meet on Thursday, October 17.

4.3 Working Group on National Competency Standards for General Dentists

Dr. Gerrow reminded the Board that a workshop was held in Montreal on November 10-11, 2018 to discuss and develop a revised document on national competencies for general dentists. At the workshop, in addition to the Working Group on National Competency Standards, were representatives from various stakeholder groups.

During the meeting, it was agreed that there needed to be thorough consultation with the public. The RCDSO, in consultation with its Patient Relations Committee and with members of the ODQ, volunteered to prepare consultation materials to provide to the Working Group. The original Working Group on this project is comprised of Dr. Chris Hacker (British Columbia), Dr. Randall Croutze (Alberta), Dr. Patti Ling (Manitoba), Dr. Larisa Naderiani (Ontario), Dr. Sébastien Greiche (Quebec), Dr. Martin Gillis (Nova Scotia) and Dr. Jack Gerrow.

Ms. Andréa Foti managed the RCDSO meetings and provided the CDRAF Board with a briefing note, together with a survey and stakeholder list for CDRAF's consideration. The Board was asked for the following decisions:

- Any feedback on the consultation toolkit? Ms. Foti added that there may be modifications required from province to province.
- How should the consultations on non-clinical and clinical competencies be held, i.e. should they be done simultaneously? Ms. Foti stated that the clinical competencies still need to be developed and included in the consultation tool kit.
- Who would be responsible for the translation of the consultation toolkit into French?
- How the consultation will be facilitated, either having each DRA conduct its own consultation and collate the feedback or have the RCDSO prepare the consultation on behalf of the DRAs. If the latter choice is selected, each DRA would be required to provide stakeholder names and contact information. RCDSO would collate the feedback received.

Ms. Foti and Mr. Fefergrad were thanked for the assistance of RCDSO in compiling the information. The DRAs will need to consult with the

respective Boards/Councils for approval before proceeding, but the consensus was that RCDSO conduct the consultation on behalf of the DRA.

It was felt that in order to keep the momentum going, the process on the clinical competencies should proceed and not wait for the consultation on the non-clinical competencies.

The consultation will be for 60 days and the timeline will depend on the feedback that is received.

Ms. Daoust offered to undertake the French translation of the toolkit and materials.

The Registrars were asked to obtain approval from Boards/Council and provide Ms. Foti with any wordsmithing, etc., together with stakeholder contact information for the consultation. She asked for this information by Friday, September 20, 2019. Ms. Foti anticipated that a final document could be ready by December-January 2020.

The feedback will be brought back to the Working Group for analysis. Dr. Allison asked that ACFD be included in Working Group. The Board agreed to this request. ACFD will confirm the name of the ACFD observer in due course.

In the meantime, Dr. Gerrow agreed to arrange for a meeting of the Working Group to work on developing clinical competencies for consultation. It was suggested that the meeting be held in Toronto on Wednesday, October 16, 2019 in the afternoon.

4.4. CDRAF/ACFD Joint Working Group on Academic Licensure

Dr. Allison reported that the Working Group met by Zoom, but there is nothing further to report at this time. It was agreed to table this item for the next Board meeting.

4.5 Direct to Consumer Initiatives

There was a discussion on each of the issues arising from direct to consumer initiatives.

Manitoba:

Dr. Ling provided the Board with copies of messaging sent to MDA registrants, together with a cease and desist order dated June 14, 2019 and the response from MDA's legal counsel dated July 11, 2019. She added that MDA will continue with its messaging, as it is supported in legislation and by-laws.

To-date there have not been any complaints in Manitoba.

Ontario:

Mr. Fefergrad reported that the RCDSO received one complaint from the Canadian Dental Association, who forwarded it from a patient; however, the patient does not wish to pursue the complaint. He confirmed that there have not been any other complaints received at this time.

RCDSO has had two interviews with *Marketplace* (to be aired soon) and for a *Globe and Mail* podcast, looking at issues of tele-dentistry.

British Columbia:

Dr. Hacker reported CDSBC has a strong communication message for registrants. So far, there have been no complaints.

Quebec:

Dr. Dolman reported that in Quebec, there are more complaints received around general dentists performing work using Invisilign than any direct to consumer issues.

Alberta:

Dr. Croutze reported that the ADA+C has a Working Group looking at tele-dentistry and standards of practice.

Newfoundland & Labrador:

Dr. O'Brien reported that there is little activity in Newfoundland; however, there have been issues with general dentists performing orthodontic work.

Nova Scotia:

Dr. Walsh reported that there have not been any complaints received. He has been informed that a licensed dentist in Nova Scotia is involved in the treatment planning.

All agreed that as long as there is a dentist involved to sign off on approving or providing treatment, the responsibility will rest with the dentist.

This topic will be added to future Board agendas for updates.

Dr. Gerrow referred to the letter dated July 16, 2019 received from the Public Service Dental Care Plan (PSDCP) via Dr. James Taylor. The letter asked CDRAF for its views regarding healthcare delivery by SDC.

The CDRAF Board agreed that no response would be provided and that PSDCP be directed to contact individual provincial DRAs directly. Mr. Leger undertook to draft a CDRAF response to PSDCP.

4.6 Virtual Tele-Dentistry

Much of the discussion on this item was covered in item 4.5. Mr. Fefergrad reported that the RCDSO Working Group is scheduled to have its first meeting in September and it will likely be at least a year before a document is drafted. The Working Group is comprised of clinicians, public members and academics. Ms. Foti advised that she will report back to the CDRAF Board following the Working Group meeting.

Ms. Daoust asked if other provinces could be included on the Working Group. Mr. Fefergrad advised that it was a motion of Council and would have to go back to Council to amend the composition of the Working Group. He agreed that a national document would be beneficial in the future. Each DRA was asked to ascertain whether its Board/Council wished to have CDRAF proceed with a national project.

MOTION: Leger/Hacker

THAT the CDRAF Board confirm at the October Board meeting whether or not it wishes to pursue a national project on virtual tele-dentistry.

CARRIED
(Unanimously)

Ms. Foti reminded the CDRAF Board that the Federation of Medical Regulatory Authorities of Canada has developed standards on tele-medicine and she undertook to resend the document to Board members.

Dr. Croutze asked Ms. Foti to provide him with the Terms of Reference of the Working Group, when available.

4.7 National Recognition of Dental Specialties

As directed by the CDRAF Board, Dr. Hacker and Dr. Gerrow drafted a revised 'Process for Recognition of a New Dental Specialty'. A copy was provided to the CDRAF Board for its review and comment.

It was recommended that under Appendix A of the document, the consultation not include the individual provincial dental associations and specialty association, but rather only be sent to the Canadian Dental Association for feedback. Also, it did not feel that it was necessary to include provincial medical regulatory authorities or the Royal College of Dentists of Canada. Dr. Gerrow advised that he would revise the document accordingly.

The CDRAF Board approved the document, as revised, in principle. When Boards/Councils have reviewed the document and it has been translated, it will be posted on the CDRAF website. It was agreed for this to occur after the Board meeting on October 18, 2019. Dr. Gerrow and Ms. Daoust undertook to arrange for the translation of the document.

Dr. Gerrow and Dr. Hacker were thanked for their efforts in revising the document.

MOTION: Fefergrad/Leger

THAT the CDRAF Board adopt, in principle, the Process for Recognition of a New Dental Specialty', with the requested amendments to Appendix A of the document.

CARRIED
(Unanimously)

4.8 Items tabled from previous meetings

There was no update available on English Proficiency Assessment or Review of the Equivalency Process.

With regard to Guidelines on Sedation:

Alberta:

Dr. Croutze reported that sedation guidelines are under legal review and should be ready to be circulated to stakeholders for comment in late October.

Ontario:

Mr. Fefergrad advised that RCDSO updated its Standard of Practice on Sedation in November 2018, and it is available on the College's website. He reported on a survey with general dentists to find out who is administering sedation. Office visits for certificates of authorization have been increased. There have been some issues with facility permits.

Quebec:

Ms. Daoust reported that it is anticipated that Quebec will have sedation guidelines adopted in January 2020. She questioned whether there should be a national standard on sedation and, if so, should it be built into the accreditation process.

Newfoundland and Labrador:

Dr. O'Brien reported that in Newfoundland they are going into dental offices and applying present guidelines, testing equipment, reviewing records and charts.

Prince Edward Island:

Dr. Coady reported that sedation guidelines have not changed in some time and are working well. There are office visits.

New Brunswick:

Mr. Leger reported that New Brunswick has sedation guidelines that are mirrored to those of the RCDSO's.

British Columbia:

Dr. Hacker reported that its documents are updated regularly. It is a sedation standard of practice rather than guidelines. It is a continuum and what happens when a dentist goes beyond their level for giving sedation.

Manitoba:

Dr. Ling reported that by-laws have been in effect since 2017 and there will be some minor changes made over the next couple of years because MDA is revamping its assessment program.

5. Financial

The CDRAF Board was provided with the Treasurer's Report, together with the financials and draft budget for 2020.

A membership fee of \$10.00 per member per province was proposed for 2020, giving a minor deficit. In 2021, the membership fees will need to be increased to \$12.00 per member per province.

Dr. Gerrow reported that in discussions with some of the Registrars, they have already finalized their budgets for 2020 using a membership fee of \$9.00 per member, as was proposed last year for 2020. Therefore, it was agreed to recommend \$9.00 per member per province for the coming year.

Dr. Gerrow advised that he would revise the draft budget to reflect this revision and include with the draft minutes.

MOTION: Coady/Fefergrad

THAT the CDRAF Board approve a membership fee of \$9.00 per dentist per province for 2020.

CARRIED
(Unanimously)

6. CDRAF Representative and Observers at Meetings

It was agreed that the following representatives will attend the stakeholder external meetings:

- a. NDEB Annual General Meeting, October 26, 2019
 - Martin Gillis will attend as Board member and Jack Gerrow.
 - Irwin Fefergrad and/or Caroline Daoust will also attend this year due to the NDSE issue.

- b. CDAC Dentistry Committee Meeting, November 17, 2019
CDAC Annual General Meeting, November 18, 2019
 - Irwin Fefergrad and Caroline Daoust

- b. ACFD Annual General Meeting, March 2020
 - Jack Gerrow and Chris Hacker (If Chris is not available, Caroline to attend).

- c. CDA Annual General Meeting, April 17, 2020
 - Dan Leger, Chris Hacker

At noon, the meeting was moved *in-camera* for discussion of a confidential nature. The third-party providers left the meeting for this discussion.

IN-CAMERA

The *in-camera* session adjourned at 12:30 p.m. The open session of the meeting resumed at 1:15 p.m.

7. CDRAF By-Laws

This document was provided as resource material.

8. CDRAF Strategic Plan 2017-2020

This document was provided as resource material.

9. New Business

9.1 Interface Meetings with Stakeholders

Dr. Gerrow recommended that the Chair and Executive Director of CDRAF hold regular meetings with third-party providers' President and Executive Director. The Board was in agreement.

9.2 Regional Licensing

It did not appear that there was any new activity to report on in this area and it was agreed to table for future meetings.

9.3 Platelet Rich Plasma

It was reported that there was an online article from *The Globe and Mail* regarding a position paper on autologous cell therapy published by Health Canada. Mr. Fefergrad canvassed the CDRAF Registrars for information on what is being done in other jurisdictions.

In discussions with Health Canada, a teleconference call was arranged to discuss the position paper. It was reported that in Health Canada's position paper, Platelet Rich Plasma (PRP) is not within the scope of the policy position paper. However, recent media attention created confusion between PRP and autologous cell therapies by putting both in the same category. Pursuant to this and other enquiries, Health Canada agreed to post an Information Update as public communication and the DRAs were given the opportunity to comment on the document.

The draft document was circulated shortly following the teleconference meeting.

The CDRAF Board was impressed with the responsiveness of Health Canada regarding this issue.

9.4 CDSBC By-Law Amendments

Dr. Hacker reported that the CDSBC Communications team sent an invitation to DRAs updating on its work on governance and by-law amendments. As part of the College's Action Plan, this had to be done within 60 days. Dr. Hacker summarized some of the governance changes ordered by the Minister of Health.

- New composition of Board reduced to 12 members to include 6 public members, 4 dentists and 2 certified dental assistants.
- Massive undertaking by staff – Dr Hacker was very complimentary of the work done by staff in a short timeline.
- 27 out of the 28 recommendations met in the Harry Cayton report.
- Minister gave 30 days for CDSBC to prepare an Action Plan.
- The CDSBC Board moved forward with drafting 52 actions regarding the implementation plan.
- Massive by-law revisions.
- CDSBC will cease collecting association fees by April 2021.
- New eligibility requirements to include three-year cooling off period before a member can be nominated to the Board.
- Elections will be done through an independent Nominating Committee.
- Changes will be in effect as at September 16, 2019.

9.5 Royal College of Dentists of Canada (RCDC) Board of Directors Meeting, September 28, 2019

Dr. Gerrow reported that the CDRAF received an invitation from RCDC to send two observers to attend its Board of Directors meeting in Quebec on September 28, 2019. He asked CDRAF Board members if anyone was interested in attending. It was agreed that Dr. Gerrow will attend the meeting.

10. Next Meetings

The CDRAF Board meeting and member representatives' meetings will be held at the RCDSO offices on Friday, October 18, 2019.

11. Proposed Meeting Dates 2020

The following meetings dates were agreed upon:

- Monday, January 20, 2020 – ODQ offices, Montreal.
- Wednesday, April 15, 2020 – Ottawa (venue TBD).
- Thursday/Friday, August 20-21, 2020 – Edmonton (venue TBD).
- Friday, October 16, 2020 – RCDSO offices, Toronto.

12. Correspondence

The following documents were provided for information:

- FDI Draft Policy Statements:
 - Primary carious lesions and restorative treatment decisions
 - Malocclusion in Orthodontics and Oral Health
 - Antibiotic Stewardship in Dentistry
 - Access to Oral Healthcare Among Vulnerable and Underserved Populations
 - Repair of Restorations
 - Continuing Education via eLearning
- Canadian Dental Association: Future of the Profession Status Report #5
- National Model Act for Licensing or Certification of Dental Therapists, January 2019
- Letter from Paul Allison, ACFD, July 13, 2019
- PGY1 Task Force Report
- Email correspondence with André Gariépy, July 31, 2019

There was some discussion on the PGY1 Task Force Report. Dr. Allison was congratulated on the work of the Task Force. He advised that the Deans are exploring ways on how to move this initiative forward. There will be a report sent to the various stakeholder groups to decide what next steps need to be taken.

When the national competency work is completed and CDAC updates its accreditation standards, it might be an opportune time for ACFD to use PGY1 at that time.

13. Adjournment

Dr. Gillis thanked everyone for a productive and collaborative meeting.

There being no further business, the meeting was adjourned at 3:30 p.m.

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