

# CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

## MINUTES OF MEETING BOARD OF DIRECTORS

Friday, October 18, 2019  
RCDSO Offices, 6 Crescent Road, Toronto, ON

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A meeting of the CDRAF Board of Directors took place on Friday, October 18 2019 at 10:30 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  
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. Bernie White, Registrar, College of Dental Surgeons of Saskatchewan

### **STAFF:**

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

### **REGRETS:**

Mr. Irwin Fefergrad, Registrar, Royal College of Dental Surgeons of Ontario  
Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board

### **OBSERVERS:**

Dr. Paul Allison, Executive Director, Association of Canadian Faculties of Dentistry  
Dr. Dan Albert, Vice-Chair, Provincial Dental Board of Nova Scotia  
Dr. Troy Basarab, President, Alberta Dental Association and College

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

Dr. Véronique Deschenes, Vice-President, L'Ordre des dentistes du Québec

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

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

Dr. Hugh Lamont, Chair, Royal College of Dentists of Canada

Dr. Larry Levin, Past-President, Canadian Dental Association

Mr. Kevin Marsh, Communications Director, Royal College of Dental Surgeons of Ontario

Mr. Rafi Mohammed, Executive Director, Manitoba Dental Association

Dr. Marc Mollot, Vice-President, Manitoba Dental Association

Colonel Jean-Pierre Picard, Royal Canadian Dental Corps.

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

Dr. Carlos Quinonez, Vice-President, Canadian Dental Specialties Association

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

Dr. Hilary Stevens, President, College of Dental Surgeons of Saskatchewan

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

Dr. Sandy Venditti, Council member, 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 10:30 a.m.

**2. APPROVAL OF AGENDA**

Dr. Gillis advised that the Election of CDAC Chair item was being removed from the agenda.

The agenda was approved, as amended:

**MOTION #1: Croutze/Daoust**

**THAT the agenda of the meeting of October 18, 2019 be approved, as amended.**

**CARRIED**  
*(Unanimously)*

**3. APPROVAL OF MINUTES**

CDRAF Board Meeting – August 22, 2019

Dr. Gerrow reported that the minutes of the August 22, 2019 CDRAF Board meeting were approved electronically.

**4. BUSINESS ARISING**

4.1 Report of CDRAF Working Group on NDSE and Update from NDEB on progress of assuming responsibility for NDSE

Dr. Gillis reported that he, Dr. Gerrow, Mr. Fefergrad and Ms. Daoust will be attending the NDEB Annual General Meeting in Ottawa on October 26, 2019. Dr. Gerrow undertook to report back to the Working Group following that meeting. Any advice from the Working Group would be taken back to the CDRAF Board.

The CDRAF Board was provided with proposed revisions to the CDAC Standard for its review. The CDRAF Board adopted the revisions for recommendation to the CDAC Documentation Committee for 2020.

**MOTION: Walsh/Hacker**

**THAT the CDRAF Board adopt the proposed revisions to the CDAC Standard, as circulated, for recommendation to the CDAC Documentation Committee.**

**CARRIED**  
*(Unanimously)*

4.2 Commission on Dental Accreditation of Canada (CDAC)

(a) Report from CDAC

The CDRAF Board was provided with a copy of the report from CDAC dated October 2019, for review.

(b) CDAC Accreditation Summary Report Template

Dr. Gerrow reported that following the meeting with CDAC during the Deans Committee meeting in Vancouver in June 2019, there was agreement between CDRAF, ACFD and CDAC to prepare summary accreditation reports. A working group was struck, comprised of the Dean

of Faculty of Dentistry, University of Toronto, Laval University, Dr. Gerrow, and Frédéric Duguay of CDAC, to draft an accreditation summary report template. A copy of the draft template was provided to the CDRAF Board for its review. Dr. Gerrow stated that three of the Working Group members have approved the draft document, and they were awaiting feedback from Dr. Bergeron, Laval University.

It was noted that the template document contains a confidentiality statement and a question was asked whether this would pertain to the Office of the Fairness Commissioner (OFC) if it required information. It was confirmed that if such a request was made, the Dean of the dental school would provide the full accreditation report to the OFC or to government.

There was brief discussion on accreditation reports from U.S. dental schools. It was reported that CODA reports to the Department of Education in the U.S. Dr. Allison asked CDRAF to speak with ACFD before requesting accreditation reports from the U.S.

It was reported that CDAC is of the view that the reporting should be done directly from the Dean to the DRA. CDAC was asked to draft a letter that CDAC can send to the DRAs outlining any recommendations that are required for the dental schools. The CDRAF Board indicated that it would be necessary for CDAC to include in the letter a confirmation of the status granted.

(c) CDAC Proposal

Dr. Rihal reviewed the proposal on CDAC becoming an independent legal organization:

- CDAC will be conducting a needs assessment of CDAC human resources. When these have been established, CDAC will be in a position to set timelines and set objectives for 2020.
- CDAC is looking at other accreditation agencies and evaluating advantages and disadvantages to see what is best for its stakeholders.
- CDAC is on schedule with its timelines to-date.

Dr. Gillis asked Dr. Rihal for a written update of the proposal by the end

of 2019.

Dr. Dolman asked for its plans to separate from the Canadian Dental Association (CDA). It was suggested that CDAC change its email address that would show an independence from CDA.

Dr. Rihal responded that CDAC is committed to CDA. CDAC has communicated with the Fairness Commissioners and there were no concerns with the relationship with CDA. He confirmed that when CDAC becomes officially independent, it will change its email address.

#### 4.3 Report on Working Group on National Competency Standards for General Dentists

Dr. Ling reported that the Board of the Manitoba Dental Association will meet on October 25, 2019 and will discuss the consultation toolkit at that time. Dr. Gillis reported that when a response is received from Manitoba, the survey will be distributed for public consultation and the Working Group will re-convene on January 20, 2020.

The Working Group met on October 17, 2019 and has started to look at the competencies.

#### 4.4 Report on CDRAF/ACFD Joint Working Group on Academic Licensure

Dr. Allison reported that the Joint Working Group had a teleconference meeting in February and participants were asked to obtain information on legislation in each jurisdiction and the ability to provide certain licensure categories.

The next meeting will be scheduled in due course to review and discuss the feedback.

#### 4.5 Direct to Consumer Initiatives

Current issues were discussed.

#### 4.6 Virtual Tele-Dentistry Guidelines

Dr. Leger asked the CDRAF Board whether it wished to proceed with developing national guidelines on Virtual Tele-Dentistry. At the August

22, 2019 meeting, there was interest in developing a national document and the Board was asked to canvass their Boards/Councils on whether to move forward. He suggested that if there is interest, it would be an opportune topic to add to the agenda for the August meeting.

The CDRAF Board members responded as follows:

- British Columbia            Yes.
- Alberta                        Very interested.
- Saskatchewan                Yes, have to be sensitive to Manitoba.
- Manitoba                      Waiting for Board decision on October 25. Manitoba is interested, but not at this time given the SDC v MDA lawsuit pending.
- Ontario                        RCDSO is moving ahead with its Working Group.
- Quebec                        Yes, tele-dentistry covers more than SmileDirectClub (SDC).
- New Brunswick               Yes.
- Nova Scotia                  Yes.
- PEI                              Yes.

Board members, although respectful of the current issues involving individual DRAs, felt that this is an important topic that should be addressed now. The medical community is already dealing with tele-medicine and new technology. It was agreed that dentistry is changing and technology plays a large part of it. Consideration needs to be taken to explore tele-dentistry further.

Dr. Gillis stated that the RCDSO has struck a Working Group to start looking at this and develop guidelines in Ontario. Dr. Venditti, Chair of that Working Group, added it is in the early stages of developing a document and when more information is available she offered to share it with the other DRAs.

Dr. Molloy stated that the Board of MDA will meet on October 25, 2019 and national guidelines will be discussed at that time. MDA would report to the CDRAF Board on the outcome of the discussion.

It was agreed to defer the national guidelines on tele-dentistry for discussion at the August 2020 meeting.

#### 4.7 Process on National Dental Specialty Recognition

A copy of the revised document named Process on National Dental Specialty Recognition was approved, in principle, by the CDRAF Board at its August 22, 2019 meeting, The CDRAF Board was asked to take it to its Boards/Councils for review and approval to adopt the document.

Dr. Ling reported that the document would be reviewed by the MDA Board at its October 25, 2019 meeting.

Dr. Gerrow summarized the proposed process for applying for a new dental specialty:

- (a) The Executive Director and Chair of CDRAF will review original requests for specialty recognition.
- (b) The request will be circulated to stakeholders for comment.
- (c) The comments will be provided to the sponsoring organization for response.
- (d) All comments will go back to the CDRAF Board for advice from DRAs.
- (e) The CDRAF Board will make final approval.

Observers at the meeting stated that they felt the Royal College of Dentists of Canada and the Canadian Association of Dental Specialties should be included as stakeholders.

The CDRAF Board agreed that it would further review the document and take these suggestions into consideration. This will be added to the agenda to finalize at the next CDRAF Board meeting in January 2020.

#### 4.8 Items tabled from previous meetings:

- (a) English Proficiency Assessment (NDEB)  
This will be tabled for a future meeting.
- (b) Review of Equivalency Process (NDEB)  
This will be tabled for a future meeting.

(c) Guidelines on Sedation (CDRAF)

Dr. Gillis reported that at the August 2020 CDRAF Board meeting, Registrars will be asked to provide copies of their sedation standards and discuss whether there is value in developing a national document. Manitoba has already provided this.

**5. CDRAF REPRESENTATIVE AND OBSERVERS AT OTHER MEETINGS**

The CDRAF Board was provided with a listing of external meetings into 2020 and which CDRAF representatives and observers will attend.

**6. CDRAF BY-LAWS AND GUIDELINES ON MEETINGS**

The CDRAF Board was provided with a copy of the CDRAF By-Laws and Guidelines on meetings for information.

Mr. Leger advised that minor revisions are required to be made to the by-laws in order to represent the work of the Board, and it was suggested that this be done for presentation to the Board at its August 2020 meeting.

**7. CDRAF STRATEGIC PLAN 2017-2020**

The strategic plan will be scheduled for review in 2020 and it was agreed to undertake this at the August 2020 Board meeting.

**8. NEW BUSINESS**

Dr. Gillis reported that this was his last meeting as Chair of the CDRAF Board. Despite being a challenging year, he thanked Board members for their support. He also thanked Dr. Gerrow and the Provincial Dental Board of Nova Scotia for their assistance and ongoing support,

It was recommended, and the CDRAF Board, agreed that the officers for 2019-2020 will be as follows:

|                     |            |
|---------------------|------------|
| Mr. Dan Leger       | Chair      |
| Dr. Maurice Coady   | Vice-Chair |
| Ms. Caroline Daoust | Treasurer  |

**MOTION: Croutze/Ling**

**THAT the CDRAF officers for 2019-2020 are as follows:**

|                            |                   |
|----------------------------|-------------------|
| <b>Mr. Dan Leger</b>       | <b>Chair</b>      |
| <b>Dr. Maurice Coady</b>   | <b>Vice-Chair</b> |
| <b>Ms. Caroline Daoust</b> | <b>Treasurer</b>  |

**CARRIED**  
*(Unanimously)*

**9. NEXT MEETING**

The next meeting of the CDRAF Board will be held on Monday, January 20, 2020 at the ODQ offices, 800 René-Lévesque Ouest, #1620, Montreal, QC.

**10. PROPOSED MEETING DATES FOR 2020**

- Wednesday, April 22, 2020 – Ottawa, ON
- Thursday/Friday, August 20-21, 2020 – Edmonton, AB
- Friday, October 16, 2020 – Toronto, ON

**11. CORRESPONDENCE**

There was no discussion on the correspondence provided.

**12. OTHER BUSINESS**

The CDRAF Board was provided with a news bulletin entitled: CODA Accredits First International Predoctoral Dental Education Program.

Mr. Mohammed invited the CDRAF Board and observers to the MDA event in April 2020 (complimentary registration).

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:30 p.m.