



College of Dental Surgeons of Alberta

Standard of Practice: Continuing Competence

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A. Introduction

The *Health Professions Act* (HPA) requires that the College of Dental Surgeons of Alberta establish a Standard of Practice for the Continuing Competence Program.

This document refers to all regulated members of the College registered on the main register as defined by the *Health Professions Act* and the *Dentists Profession Regulation*.

It is the responsibility of every Dentist to abide by the expectations as set by Alberta's [Health Professions Act](#), [Dentists Profession Regulation](#), and the College's [Code of Ethics](#) and [Standards of Practice](#). Failure to do so may constitute unprofessional conduct and may result in sanctions.

The College Continuing Competence standards are based on the following principles:

- Every Dentist to maintain their own competence to practice.
- Incorporate self-direction and self-assessment into day-to-day practice.
- Practice improvement and professional growth are the ultimate goals of continuing education.
- *Standards of Practice* are core documents that should be used in self-assessment by Dentists.
- Link learning activities and professional development to individual practices as a means of enhancing competence.

B. Continuing Competence Program

1. The Dentist must meet the requirements of the Continuing Competence Program (CCP) as established by Council and outlined in the [Continuing Competence Program Manual](#) (CCP Manual) by:
 - Obtaining continuing competence credits in accordance with the CCP Manual; and
 - Completing continuing competence required credit hours within the time-period specified by the College.
2. If the Dentist has not met the requirements outlined by the Continuing Competence Program (CCP) the Registrar may:
 - a) Suspend or deny annual permit renewal;
 - b) Impose conditions on the annual permit;
 - c) Refer the matter to the Complaints Director;
 - d) Direct the Dentist to undertake one or more actions as outlined in the CCP Manual within the time-period specified by the Registrar.
3. The Dentist must self-report their continuing competence in accordance with the CCP Manual to the College.

4. The Dentist must keep continuing competence records, in accordance with the CCP Manual for a minimum of six (6) years.

C. Practice Visit/Competence Assessment

1. As part of the CCP, the Competence Committee or the Registrar may conduct an assessment of a Dentist's competence and may direct a Dentist to undergo a practice visit, examination, interview or competence assessment. When directed by the Competence Committee or the Registrar to participate in a practice visit, examination, interview or competence assessment, the Dentist must co-operate with the Competence Committee, or the Registrar and any person appointed by the Competence Committee or the Registrar.
2. A practice visit may be conducted under section 51(3) of the HPA and may include:
 - a) Interview of the Dentist regarding professional services;
 - b) Observe Dentists providing professional services if the person who is receiving the professional services consents;
 - c) Interview or survey patients, clients and co-workers, or Dentist regarding professional services;
 - d) Review of documents, including patients records;
 - e) Assess the safety and condition of equipment and technology used in the provision of professional services; and
 - f) Any other type of evaluation as required by the Competence Committee or Registrar.
3. The Competence Committee or the Registrar may impose directions on a Dentist following a practice visit or an assessment of the dentist's competence, including:
 - a) Successful completion of specific continuing competence requirements or professional development activities within a specified time;
 - b) Successful completion of any examinations, testing, assessment, training, education or counselling;
 - c) A requirement to practice under the supervision of another Dentist for a specified period of time;
 - d) A requirement that the Dentist or group of Dentists limit their practice to specified procedures or practice settings;
 - e) A requirement for the Dentist or group of Dentists to report to the committee on specified matters on specified dates;
 - f) That the Dentist or group of Dentists be prohibited from supervising other Dentists or dental students; and
 - g) That the Dentist or group of Dentists correct any problems identified in the practice visit.

4. The Competence Committee, Registration Committee or Registrar must make a referral to the Complaints Director if, on the basis of information obtained from a Continuing Competence Program, the Competence Committee, Registration Committee or Registrar is of the opinion that Dentist has intentionally provided false or misleading information as required under section 51.1 of the HPA.
5. Subject to the HPA and this Standard of Practice, information related to participation in a Continuing Competence Program is confidential. Information may be released by or to the Competence Committee, or by the Registrar to the Competence Committee or to the Complaints Director.

D. Definitions

“College” means the College of Dental Surgeons of Alberta.

“Competence” means the combined knowledge, skills, attitudes, and judgment required to provide professional services.

“Competence Assessment” means an evaluation of the combined knowledge, skills, attitudes, and judgement required to provide professional services.

“Competence Committee” means the Council-appointed committee established under *the Health Professions Act*.

“Continuing Competence Program Manual” means the Council approved document describing the details of the continuing competence program.

“Council” means the Council of the College.

“Registrar” means the Chief Executive Officer of the College.

“Regulated Member” means a person who is registered with the College as a member under the *Health Professions Act* referred to as ‘Dentist’ or ‘Dentists’.



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