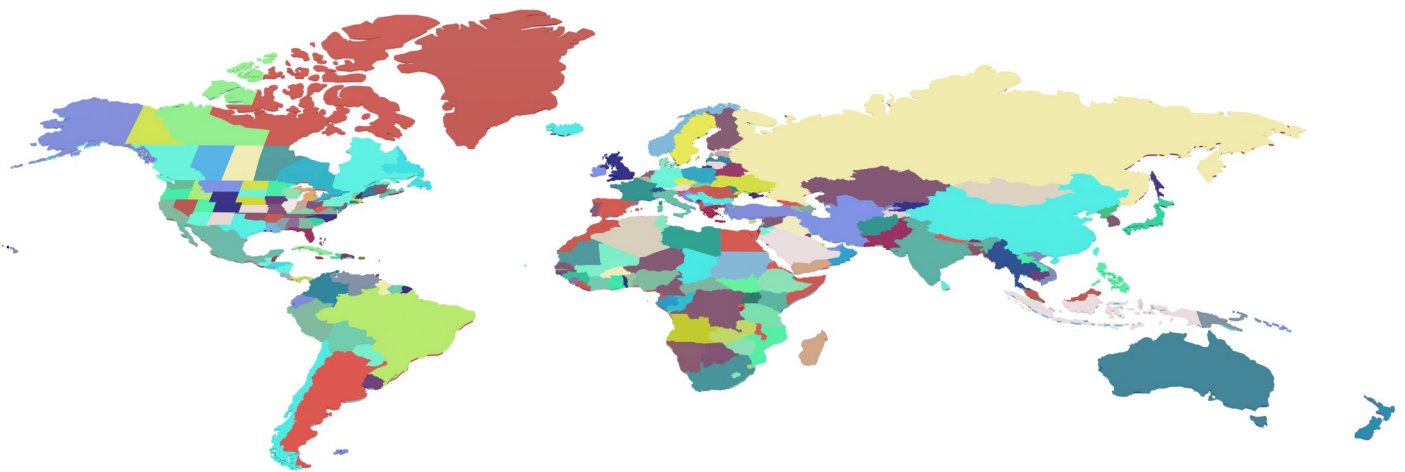




Guide

Substantial equivalence
assessment for registration
as a denturist



The College of Alberta Denturists exists so that Albertans can be assured of receiving ethical, professional, and safe denturist care and services. The legislation pertaining to the assessment of substantial equivalence of denturists trained outside of College-approved programs is in the *Denturists Profession Regulation*.

The College recognizes that the profession of denturism is practiced world-wide and professionals are educated in formats and programs that differ from those approved by Council. As such, to not provide barriers for the registration of these practitioners, the College has established a process whereby a fair and transparent assessment of qualifications is undertaken. The application process is managed by the Registrar and College staff while the assessment is carried out by the Registration Committee – a group of regulated members.

The process to establish substantial equivalence is broken up into three parts:

1. Application process
2. Assessment process and decision
3. Registration process

APPLICATION PROCESS

In order for the College to determine that the applicant is substantially equivalent to the applicant trained in an approved program, many facets of the individual must be assessed. You must complete the application for assessment of substantial equivalence on the College website. With your completed application form and remittance of appropriate fees, please provide the following documentation by uploading them to the College website. A checklist is provided in Appendix E.

i. Proof of legal right to work in Canada

As per section 28(1)(d) of the *Health Professions Act (HPA)*, an applicant for registration as a regulated member must provide proof of being lawfully admitted to and entitled to work in Canada.

ii. Criminal record check with vulnerable sector check

As per s.28(1)(h) of the HPA, an application for registration must provide the College with a current criminal record check.

- the report must show that it was conducted within the six months immediately preceding the application
- only original documentation will be accepted
- the name on the report must match the name under which the individual is applying for registration
- the date of birth on the report must match that the information in the applicant's College file
- the costs associated with obtaining the report will be the sole responsibility of the applicant

iii. Proof of English language proficiency

As per s.28(1)(h) of the HPA, an applicant for registration as a regulated member may be requested to demonstrate proficiency in English as per Council's requirements. These requirements are documented in the English Language Requirements policy (Appendix A). The test scores that must be achieved are outlined in the policy. This must be current in the two years immediately preceding the application.

iv. Credential assessment

In order for the College to ascertain that the documentation it receives is of sound authenticity, a credential assessment by a named third party is required. All fees associated with the credential assessment are the responsibility of the applicant. A credential assessment (basic assessment) from the following would meet the College requirements:

- IQAS (International Qualifications Assessment)
- ICAS
- WES (World Education Services)

v. Proof of registration by another governing body, if applicable

If you have worked as a denturist in a country other than Canada, please provide

- a copy of your registration with your registration board/governing body
- A letter of good standing from your any applicable governing bodies

If you cannot provide this evidence, please contact the College Registrar at drichmond@abdenturists.ca.

vi. Character references

Please provide two character references. These may be completed on the College template (Appendix B). Please follow the guidelines below regarding character references

- If you have worked as a denturist
 - At least one of your references must be from a recent employer or supervisor on company letterhead.
- If you have not worked as a denturist
 - At least one of your references must be from a recent instructor or Educator in your denturist program of study.

vii. Proof of currency of practice

In order to be considered to have currency of practice and be eligible for registration with the College, all applicants must have worked a minimum of 1200 hours as a denturist in the five years immediately preceding the application. Please provide this information on the College template (Appendix C) which must be signed by your employer.

Please note, if you have not worked as a denturist and are a recent graduate from a denturist program, the 1200 hours does not apply to you. You must receive registration with the College within two years of graduating from a denturist program.

viii. Self-assessment of Practice

Please complete the self-assessment for internationally-trained denturists. This document (Appendix D) is based on the entry-to-practice competency profile for the profession in Canada.

ix. Diploma from denturist program

Please provide a copy of your denturist diploma or degree. If you are unable to provide this, please notify the College in writing.

x. Official transcripts from denturist program

Please provide a copy of your transcripts in the application process. Original or a notarized copy of your transcripts must be received by the College prior to a decision being issued by the Registration Committee. The costs associated with procuring official transcripts are the responsibility of the applicant.

xi. Curriculum objectives from denturist program

Please provide some context for the courses listed in your transcript. This may be in the form of course syllabi or descriptions.

xii. Evidence of additional continuing education

If you have completed additional continuing education, you may provide this to the College to be considered by the Registration Committee in support of your application.

ASSESSMENT PROCESS AND DECISION

Once a complete application and your supporting documentation is received by the College it may be assessed by the Registration Committee. The Registration Committee is a group of regulated denturists who volunteer to work in the interest of the public.

The Registration Committee, upon assessment of your documentation, may:

- Approve your application;
- Defer your application pending additional requirements or testing; or
- Deny your application.

Timeline for assessment

The timeline for assessment is driven by the applicant and the time it takes to accumulate and submit a complete application. Once that is received, a Registration Committee meeting will be arranged in accordance with the requirements of the *Fair Registration Practices Act*.

Decision of the Registration Committee

Once the Registration Committee makes a decision, the applicant will be notified by the Registrar. A document conveying the legal decision and orders of the Registration Committee will be sent to the applicant within approximately three weeks of the assessment.

REGISTRATION PROCESS

A decision of the Registration Committee may contain additional requirements that must be completed by the applicant in order to be considered for registration with the College. The decision document will outline the requirements and a timeframe, and possible sequence of events that must be undertaken by the applicant. The Registrar will assist, if required, the applicant in understanding their requirements.

Should the applicant not complete the requirements prescribed by the Registration Committee within the timeframe required by the Registration Committee, they may be required to undergo another assessment which may be subject to applicable fees.

FOR MORE INFORMATION

Should you have any questions or concerns about this process or its requirements, please contact the College at:

T: 780.429.2330

TF: 1.844.380.1711

E: info@abdenturists.ca

APPENDIX A— ENGLISH LANGUAGE PROFICIENCY POLICY

The following is an excerpt from College policy GP-09—English Language Proficiency

Pursuant to the s. 8.1 of the *Denturists Profession Regulation*, an applicant for regulation as a regulated member may be required to demonstrate proficiency in the English language in accordance with the requirements approved by Council.

An applicant who has successfully completed a program of study that is approved by Council and that was provided in the English language may be deemed to have met the requirements of s. 8.1. The Registrar reserves the right to request additional language proficiency documentation and/or testing from applicants of approved programs.

An applicant who has received their qualifying education outside of Canada and/or in a primary language other than English will have their language equivalency assessed by one of the following:

Test of English as a Foreign Language (TOEFL)		International English Language Testing System (IELTS) <i>academic or general</i>	Canadian Language Benchmarks Assessment (CLB)	NAIT English Language Proficiency Exam
Paper	Internet	Minimum band score for each component of:	Minimum test score for each component of:	Minimum of 75% in each of the four components
minimum score of 580	Minimum total score of 86 with the minimum scores per component of: <ul style="list-style-type: none"> • Listening – 20 • Reading – 20 • Speaking – 26 • Writing – 20 	<ul style="list-style-type: none"> • Listening – 6.0 • Reading – 6.0 • Speaking – 6.5 • Writing – 6.0 	<ul style="list-style-type: none"> • Listening – 8 • Reading – 8 • Speaking – 8 • Writing – 8 	

In response to the above, there are exceptions:

- i. an applicant who was educated in denturism outside of Canada, but who completed their program's requisite education in Canada, may be assessed to be equivalent if they received a grade of 60% or better on the diploma examination portion (only) of Alberta English Language Arts 30 course; or
- ii. the applicant demonstrates to the satisfaction of the Registrar that they are reasonably proficient in English to be able to engage safely and competency in the practice of denturism.

APPENDIX B—CHARACTER DECLARATION (continued)

Personal Information Privacy Act Consent

I hereby understand, agree, and acknowledge that as a result of my remittance of this form, the College of Alberta Denturists will collect, use and disclose personal information about myself that is reasonably necessary for the operation of the College of Alberta Denturists and the discharge of its statutory duties.

I hereby authorize and consent to the collection, use and disclosure of personal information concerning myself, by the College of Alberta Denturists, regarding the above purposes, as indicated by the completion of the certification/affirmation included in this form.

Declaration and Certification/Affirmation

I declare/affirm that I am not related to the applicant and that I believe that this person is of good character and reputation. I hereby certify/affirm that the information contained in this form, is accurate and complete to the best of my knowledge.

On this ____ day of _____, 20____, at _____
(day) (month) city, province

Declarant name (please print)

Witness name (please print)

Declarant signature

Witness signature

Declarant Information	
email	Daytime phone number
Declarant job position/profession	Mailing address



Currency of Practice Form

The College of Alberta Denturists exists so that the Albertans may be assured of receiving ethical, professional and safe denturist services. In this, currency of practice is paramount. College policy states that a person applying for regulated status (initial or renewal) must have a minimum of 1200 practice hours in the immediately preceding five years. If you are a recent graduate, please contact the College.

Member/applicant information		
Last name	First name	Registration #
Signature		Date (dd/mm/yyyy)
Practice Hours		
Please record the number of practice hours ¹ within the profession of denturism.		
Year (Jan.—Dec.)	Clinic/organization	Number of hours worked
2023		
2022		
2021		
2020		
2019		
Employer/supervisor declaration		
In confirm that the information contained in this form is true to the best of my knowledge.		
Clinic/organization		
Employer/supervisor name		Employer/supervisor position
Phone number		email
Employer/supervisor signature		Date (dd/mm/yyyy)

¹When determining practice hours:

- do not include vacation, sick time, leave of absence or any other paid/unpaid non-practice hours
- If the applicant has more than one employer, complete a separate Currency of Practice Hours form for each employer
- In their practice, denturists do one or more of the following:
 - i. assess, diagnose and treat persons missing some or all of their natural teeth,
 - ii. design, construct, repair, alter and fit any complete or partial denture for the purpose of restoring and maintaining function and appearance,
 - iii. teach, manage and conduct research in the science, techniques and practice of denturism, and
 - iv. provide restricted activities authorized by the regulations.



Self-Assessment of Practice

This self-assessment tool is meant to assist you in identifying how your previous work experience and post-program training and educational opportunities compare to the general competency requirements for a Canadian-trained denturist. If you have not been employed in the profession, please cross-reference the statements below to your educational program (i.e., courses). This tool is used to assist the Registration Committee when your documents are reviewed. Please remember that there are no wrong answers in this assessment.

The self-assessment is structured around six major competency areas, which are defined below. Within each competency area, observable performance elements are described.

Each statement, of the competency areas, requires you to complete two steps:

1. rate your own professional practice and determine the status of your knowledge, skill and competency as it relates to the statement. Please review the chart below to understand the rating system. Indicate the number that is applicable to your own practice by writing the number in the statement-corresponding box.
1. reference where you practiced or performed this competency during your clinical experience. The reference should include the facility where the work experience took place and the date range during which it was performed. If you do not have any clinical experience with the competency statement being referenced, please indicate any applicable courses in which you learned about the competency.

Rating Scale		
1	I have never performed or learned about this skill/task	I have not learned this skill within my denturist program nor learned it through work experience
2	I have not performed this skill since my initial training.	I learned in this in my denturist program but have not practiced it since graduation.
3	I have had experience in this area. The experiences have not been recent.	I learned this in my program, or I practiced it early on in my career, but I have not performed it in the past five years.
4	I have limited experience in this area. The experiences are recent.	I learned this in my program and/or practiced it in my career. The occurrences are infrequent but have been performed within the last five years.
5	I have extensive experience in this area. The experiences are recent.	I currently (or within the last five years) perform this on a daily basis or fairly regularly.

The competency elements within each of these areas appear on the following pages. The statements are written broadly, in order to be inclusive of current permitted acts in the different jurisdictions as well as anticipated future competency requirements.

Competency Area 1: Clinical Practice

Denturists as primary healthcare providers use their knowledge and skills to meet patients' needs related to denturist services.

Competency Statement	Self-Rating	Reference
Develop a professional relationship with the patient.		
Gather and document patient information.		
Apply knowledge to assess and interpret patient's needs and requirements.		
Develop treatment plans.		
Perform and manage clinical procedures including but not limited to the provision of removable prostheses and fixed and removable implant prostheses.		
Provide patient education regarding use, care and maintenance of provided dental prostheses and oral devices, and related oral healthcare.		
Perform continued patient care for provided denturist services.		
Maintain certification as required in cardiopulmonary resuscitation, first aid, and management of medical emergencies.		
Maintain accurate and complete patient records in a confidential manner.		

Competency Area 2: Laboratory Procedures

Denturists design, fabricate, and maintain a wide variety of dental prostheses and/or oral devices.

Apply knowledge and skills in designing and fabricating dentures.		
Apply knowledge and skills in designing and fabricating diagnostic splints.		
Apply knowledge and skills in designing and fabricating surgical and radiographic stents.		
Apply knowledge and skills in designing and fabricating implant supported dentures.		
Apply knowledge and skills in designing and fabricating implant supported crowns/bridges.		
Apply knowledge and skills in designing and fabricating mouthguards.		

Competency Area 2: Laboratory Procedures (continued)		
Competency Statement	Self-Rating	Reference
Apply knowledge and skills in designing and fabricating bruxism devices.		
Apply knowledge and skills in designing and fabricating anti-snoring devices.		
Modify dental prostheses and oral devices as needed by adjusting.		
Modify dental prostheses and oral devices as needed by altering existing prosthesis.		
Modify dental prostheses and oral devices as needed by laboratory and clinical remounting.		
Modify dental prostheses and oral devices as needed by relining.		
Modify dental prostheses and oral devices as needed by rebasing.		
Modify dental prostheses and oral devices as needed by repairing.		
Modify dental prostheses and oral devices as needed by resetting.		
Competency Area 3: Professional Collaboration		
Denturists work in collaboration with other healthcare professionals to optimize patient treatment and improve health outcomes.		
Collaborate with other members of the dental team and other healthcare professionals to provide and receive information related to patient care.		
Refer patients to other healthcare providers for necessary services and prepare related documentation.		
Competency Area 4: Practice Management		
Denturists apply knowledge, principles, and the skills of management with the goal of providing effective and efficient denturist services.		
Apply basic principles of practice administration, and financial and personnel management, to the practice of denturism.		
Adhere to federal, provincial/territorial and municipal laws and regulations applicable to the practice.		

Competency Area 5: Jurisprudence, Ethics and Professional Responsibilities

Denturists practice within legal requirements and demonstrate professional behaviour that is ethical, supersedes self-interest, strives for excellence, is committed to continued professional development, and is accountable to individual patients, society, and the profession.

Competency Statement	Self-Rating	Reference
Adhere to legislation and regulations, including Federal, Provincial/Territorial and Municipal, related to health and safety.		
Adhere to legislation and regulations, including Federal, Provincial/Territorial and Municipal, related to infection prevention and control.		
Adhere to legislation and regulations, including Federal, Provincial/Territorial and Municipal, related to patient records and data protection.		
Adhere to legislation and regulations, including Federal, Provincial/Territorial and Municipal, related to patient rights.		
Adhere to legislation and regulations, including Federal, Provincial/Territorial and Municipal, related to staff rights.		
Obtain informed consent including the patient's acceptance of the treatment plan and any modifications to treatment.		
Adhere to Standards of Practice and Code of Ethics in accordance with provincial regulations and continuing professional development requirements.		

Competency Area 6: Communication

Denturists communicate with patients, colleagues, and other healthcare professionals, to promote and support optimal patient care and well-being.

Demonstrate effective oral communication skills.		
Demonstrate effective written communication skills.		
Use effective interpersonal skills.		
Adapt communication to meet the needs of the audience.		

Applicant's declaration

I verify that all information contained in this self-assessment is accurate.

Applicant's name (please print)	Applicant's signature
Date (dd/mm/yyyy)	

APPENDIX E—APPLICATION CHECKLIST

In completing the application process for an assessment of substantial equivalence, the Registrar and/or the Registration Committee of the College of Alberta Denturists require a complete dossier to ensure a fair and transparent process of assessment. Please ensure that you submit the following to the College.

Once we have established your assessment file, you may send us your supporting documentation overtime. However, the Registrar reserves the right to request additional documentation dependent on the amount of time that is required to compile the required documentation.

APPLICATION

- Complete application for substantial equivalence
- Remit applicable fees

DOCUMENTATION TO BE SUBMITTED

- Proof of legal right to work in Canada
- Current criminal record check with vulnerable sector check
- Proof of English language proficiency
- Credential assessment
- Two character references
- Proof of currency of denturist practice
- Completed self-assessment of practice
- Original or notarized copy of official transcripts from program of study
- Diploma from program of study
- Curriculum objectives from program of study
- Proof of registration with another governing body
- Evidence of additional continuing education

Once all documentation and application are received by the College, an assessment decision will be rendered to the applicant as soon as reasonably possible in accordance with timelines established by legislation.