



Practice Advisory: Administrative Suspension of Registered Dental Technologists

This advisory of the College of Dental Technologists of Ontario informs Registrants of their registration obligations and implications of being administratively suspended.

Registration obligations under the Dental Technology Act

According to the Registration Regulation, it is a condition of every certificate of registration that a Registered Dental Technologist (RDT):

- Pay all outstanding and applicable fees by August 31st of each year.
- Maintains employment eligibility status to practice dental technology in Canada.
- Maintains professional liability insurance (current and runoff) as required by the [By-laws](#).

What happens if you do not meet your registration obligations?

An RDT who fails to meet any of the above obligations will be notified in writing and provided with a notice to comply. If the RDT does not comply within the notice period, the matter will be referred to the Registrar for formal suspension of the certificate of registration for administrative reasons.

An RDT is considered not compliant if they:

1. Fail to pay any outstanding and applicable fees
2. Fail to provide evidence of Canadian citizen, permanent residency, or authorization under the *Immigration and Refugee Protection Act (Canada)* to engage in the practice of the profession
3. Fails to maintain professional liability insurance in the amount and in the form as required by the [College By-laws](#).

What does administrative suspension mean to you?

On the date of administrative suspension, the reasons of the administrative suspension will be posted on CDTO's [Public Register](#), which is accessed by the public on the College's website.

Administrative suspension also means:

- You cannot use the restricted title "Registered Dental Technologists", "dental technologists", "RDT", "dental technician" or any variation, abbreviation or an equivalent in another language.
- You must update your marketing material, including your website, to reflect the change in your registration status.
- You cannot practice dental technology or supervise the design, construction, repair or alteration of a dental prosthetic, restorative or orthodontic device as of your suspension date. It includes losing ability to release any cases – dental prostheses and appliances – as outlined in the [Laboratory Supervision Standards](#).
- You cannot hold yourself out as a person who is qualified to practice in Ontario as a Dental Technologist or in any area of dental technology.



If you continue to use the protected title or perform supervisory functions contrary to the *Regulated Health Professions Act, Dental Technology Act*, and rules and regulations thereunder, an investigation for professional misconduct may be brought against you. If this occurs, you may be liable for up to 100% of the costs associated with this investigation.

Can an administrative suspension be lifted?

An administrative suspension may be lifted if the Registrant provides evidence of eligible employment status; professional liability insurance; and payment of all outstanding fees and penalties. This must be received by the Registrar within 2 years of the suspension date, along with the applicable late fees and a reinstatement fee.

If the suspension is not lifted within two years, the certificate is automatically revoked.

As administrative suspension can result in significant costs, the College strongly advises Registrants to renew their certificates of registration on time and to pay any outstanding fees promptly.

For more information about this process, please contact the College.