Continuing Professional Development Guidelines

Type of Activity	Credits Earned	Maximum Credits (3 Years)
Approved Non-Core Competency Course set by Council	TBD	No max
Approved Core Competency Course set by Council	TBD	No max
Dental Technology Related Activity • Less than 3 hours • Half Day (3-6 hours) • Full Day (or 2 Half Days) • Multi-Day (2 Full Days) • More than 2 Days	3 6 12 18 8 per day after 2nd day	72
Non-Dental Technology Related Activity • Less than 3 hours • Half Day (3-6 hours) • Full Day (or 2 Half Days) • Multi-Day (2 Full Days)	2 4 6 8	30
General Attendance at Conferences/Conventions Per Day of Registration and Attendance	2	36
Review Dental Technology Technical Video, Book or Journal** per Year	2	18
Self-Study Program – External Independent Testing • Low Testing (1-page Q &A) • High Testing (High Technical content – more than 1 day)	4 8	12 24
Participating in a CDTO Led Consultation • Survey or by Phone • In-Person Focus Group	Up to 4 credits Up to 6 credits	No max No max
Recognized Educational Institute Correspondence courses - multi-session (Technical or Non-Technical)	8	24
Participation as a member of CDTO Council, Committee, Task Force and/or Working Group	6 per year/per Group	No max

Type of Activity	Credits Earned	Maximum Credits (3 Years)
Participation in a recognized Dental Technology Professional Association Committee or Task Force	4 per year/per Committee or Task Force	12
Participation in any capacity (examiner, invigilator, etc.) of the entrance to practice examinations	4/day	No max
Participation as a Quality Assurance Peer Assessor	4/day	No max
Participating as a Supervisor in a Field Placement program pre-approved by the Quality Assurance Committee	15/year	45
Serving as Dental Technology related faculty in a recognized Teaching Institution approved by the CDTO - Full Time Instructional - Part Time Instructional - Support Staff (Technologists)	6/term 3/term 2/term	36 18 12
Presenting/lecturer of a CDTO approved Course - Half Day - Full Day	6 12	No max No max
Publishing an article in an approved Dental Technology publication	10	30
Authoring a Dental Technology related: - Textbook - Chapter(s) of a Textbook	16 8	48 24
Develop a Dental Technology related course/self-study module	10	30
Other activities (including Volunteer activities) approved by the CDTO Quality Assurance Committee. Activities will be assessed in a presented format (minimum 60 days prior to activity)	TBD	No max
** QAC list of Approved journals: Spectrum, LMT, Oral Health, Dental Technology Today, Advisor, Dentistry Today, Dental Labor, AACD, ADTO.		

Continuing Professional Development Guidelines

All Members are required to participate in CEPD activities to ensure their knowledge, skills and judgement remain current and responsive to changes in practice environments and advances in technology and continue to meet the Standards of Practice set by the College.

Members are required to obtain a minimum of ninety (90) CPD credits every three years and must document their participation in professional development activities in their Professional Development Portfolio (PDP) and their Summary PDP (SPDP).

CPD credits are earned through participation in a variety of learning activities, giving Members the flexibility to choose the learning approach and activities that best meet their learning goals. The QAP encourages flexibility with regard to the type of professional development activities chosen. These activities may be in any format that is appropriate to meet learning needs. The learning needs of an RDT who specializes in Orthodontics will be different from an RDT who works primarily in Crown and Bridge, and both will be different from the learning needs of an RDT whose practice is focused on teaching or supervising others.

RDT's have the flexibility to acquire credits from both "technical" and "non-technical" activities provided that the credits obtained from "non-technical" activities do not exceed 1/3 of the total required credits.

- *Dental Technology Related* activities mean those directly related to the scope of practice of dental technology, specifically, the design (includes computer-aided design), construction, repair or alteration of a dental prosthetic, restorative or orthodontic device*,* or any activity related to the Standards of Practice of the College.

- *Non-Dental Technology Related* activities mean those that relate to a dental technologist's practice or responsibility within a dental technology practice. Activity subjects may include supervisory, management and human resource skills, business related record keeping, accounting, First Aid, CPR and AED training, WHMIS (Workplace Hazardous Materials Information System) and AODA (Accessibility for Ontarians with Disabilities Act) activities.

Activities (such as volunteer work) not listed in this guide may be submitted to the Quality Assurance Committee for consideration and approval in advance of the activity taking place. RDT's are encouraged to explore innovative means of demonstrating their commitment to continuous learning, including the development of courses, study clubs and other interactive means to share one's professional experiences.