



**College of Dental Technologists of Ontario**  
Ordre des Technologues Dentaires de l'Ontario

# Governance Education Modules

MODULE 2: HEALTH REGULATORY COLLEGES

# LEARNING OBJECTIVES

Completion of Module 2 will provide you with an understanding of:

- The College mandate and statutory obligations
- Accountability and review of College activities
- The College Performance Measurement Framework



# Health Regulatory Colleges

- ▶ Each health profession recognized under the *RHPA* has an authorized regulatory institution tasked with **regulating that profession in the public interest**
- ▶ These regulatory institutions are called Colleges. Dental technology in Ontario is regulated through the College of Dental Technology of Ontario.



College of Dental Technologists of Ontario  
Ordre des Technologues Dentaires de l'Ontario



# Regulating in Public Interest

What does it mean to regulate in the public interest?

The College has a duty to regulate the profession of dental technology in accordance with the *Regulated Health Professions Act, 1991 (RHPA)* and the *Dental Technology Act, 1991* in the public interest

The College's programs and activities ensure that only those individuals who are qualified, skilled and competent are registered

The desired outcome is that the public can trust they will receive care from Registered Dental Technologists that is safe, ethical, and meet College standards



# Regulator or Association?

The interest of the public and the interest of the profession are not necessarily in conflict, but they can be different.



V.S.



Regulator	Association
Acts in the interest of the Public	Acts in interest of the profession
Governed by Council of professional and public members	Governed by board of directors consisting of professional members
Protects public by ensuring provision of safe, effective, quality care	Supports registrants by pursuing the advancement of dental technologists through education, networking, and liaison with external agencies



# Role of the College

The College regulates the practice of dental technology by:

- Setting the requirements for entry into the profession
- Ensuring the continued competence and professional development of the profession through the Quality Assurance program
- Establishing Standards of Practice for high quality patient care and safety
- Holding registrants accountable for professional conduct through its complaints, disciplinary and fitness to practice procedures
- Maintaining a Public Register about all current and former registrants



# College Structure

- ▶ The activities of the College are guided by the direction of its Council\*
- ▶ Council acts a board of directors, setting the strategic direction of the College in its obligation to serve and protect the public interest
- ▶ Council employs the Registrar-CEO to oversee operations and to implement Council's strategic plan

\*More details on Council are covered in Module 3



# College's Guiding Principles

## Integrity

- Our mission is carried out with professionalism that promotes trust and confidence, and sets an example for the profession

## Respect & Consideration

- We conduct business thoughtfully, fairly and with compassion in all interactions

## Transparency & Openness

- We deliver programs and activities in an open and interactive manner within the boundaries of privacy legislation and regulations

## Communication

- We value open, honest and accessible communication

## Accountability

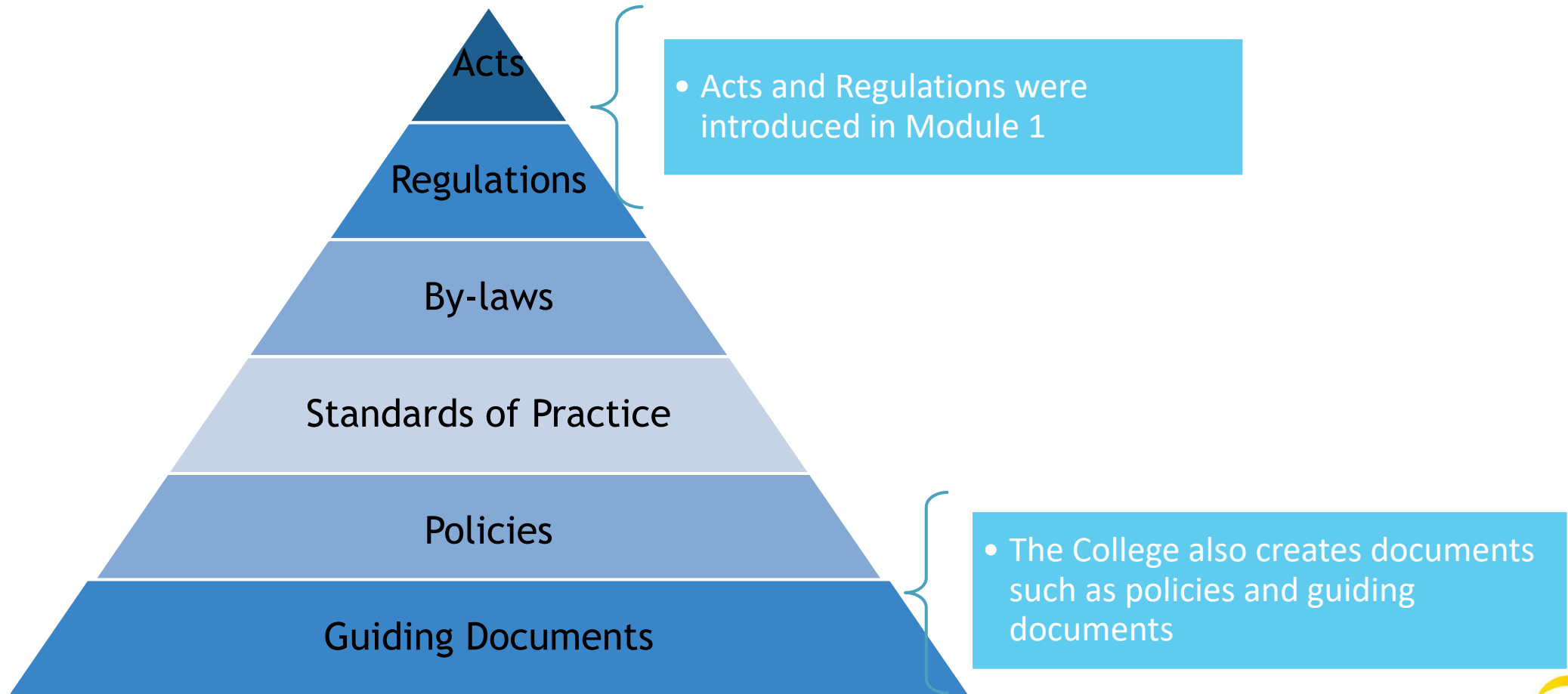
- Our strategic goals are set and achieved through collective responsibilities and teamwork. CDTO assesses its operations and reinforces ongoing quality improvement





# Hierarchy of Governing Documents

Developing regulations, by-laws, and standards for the profession is one of the College's core regulatory functions



# College Regulations

Any regulation developed by the College must go through a specific process prior to review and approval:



# By-laws

By-laws are rules that govern how the College operates. They mostly deal with internal or administrative matters such as fees, committee composition, elections, and contents of the public register. The general process for approving by-laws is as follows:



Only by-laws that impact Members are required to be circulated to the public for 60 days. Ministry of Health approval is not required.



# Standards of Practice

***STANDARDS OF PRACTICE***  
*FOR*  
***DENTAL TECHNOLOGISTS***

*Amended June, 2000*

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305 Miller Ave., Suite 904, Scarborough, Ontario M1B 3V4  
Telephone: (416) 438-5003 Fax: (416) 438-5004

- ▶ Standards of practice set the minimum expectations that must be met by a practicing dental technologist
- ▶ Standards of practice are approved by the Council of the College



# Policies

College policies describe in greater detail issues set out in the legislation, regulation, or by-laws. Policies allow the College to regulate in a nimble, efficient manner.

- Example: Investment Policy
  - The purpose of this policy is to provide a clear and structured approach to handling College investments

## 5.3 Investment Policy

Policy Section: Finance & Expenses

### Introduction

The College must ensure that its financial resources are managed with competency and with risk minimization practices in mind. Long-term stability and organizational goals must be prioritized when investing College funds and a plan must be put into place to evaluate the benefit of such investments to determine the merits of continued participation.

Investments or reinvestments of College funds shall prioritize:

1. preserving capital;
2. providing liquidity of investments;
3. obtaining a reasonable rate of return; and
4. minimizing the risk profile through investment diversification and varying terms of maturity.

### Authority

Any two of the Registrar, President, and Vice-President may invest or re-invest the funds of the College. The Council retains the right to, by resolution, direct and select an Officer(s) of the College to implement their direction.

The persons authorizing the investment or reinvestment of College funds or the person that they appoint in their stead shall ensure that such fund allocation is:

1. financially feasible and in the best interest of the College;
2. aligned with the College mandate, values, and vision;
3. compliant with conflict of interest related By-laws and policies of the College;
4. monitored for performance; and
5. reported in the annual report published by the College.

### Requirements

All investments and re-investments shall:


1. only be made with funds of the College which are not immediately required for the purposes of the College;
2. be made in securities issued or guaranteed by:
  - a. the Government of Canada.
  - b. the Province of Ontario.



# Guiding Documents

Offers plain language translation of laws and/or interpretations for how requirements apply to RDT practice in Ontario

- Example: Mandatory Reporting
  - Mandatory reporting refers to the obligation under the RHPA for registrants, employers, and facility operators to file written reports in a number of circumstances



The screenshot shows the website for the College of Dental Technologists of Ontario. The page title is "Mandatory Reporting". The navigation menu includes "Home", "About the College", "About the Profession", "Protecting the Public", "For Members", and "FAQs". The main content area contains the following text:

Mandatory reporting ensures that the College is alerted if there is a concern that a dental technologist is not practising safely for reasons of professional misconduct, sexual abuse, incompetence or incapacity. It allows the College to address potential risks to the public, investigate the concerns and take appropriate action which is in keeping with its public protection mandate.

The Ontario government has legislated a mandatory reporting framework in its [Regulated Health Professions Act, 1991 \(RHPA\)](#) which requires all health care professionals, employers and facility operators file a written report.

**Who is required to report and on what?**

Operators of facilities where dental technologists practise, employers of dental technologists, dental technologists and health information custodians are required to file a written report to the College when specific matters come to their attention.

1. Facility operator is the individual who operates a facility, such as a dental clinic or dental laboratory, where one or more dental technologists practise. The facility operator must report the sexual abuse of a patient or non-



# Accountability

The College is accountable to external forms of authority that oversee and review College programs and activities. These include:



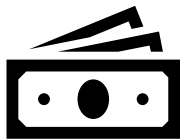
Minister of Health



Decision Reviews



Program Scrutiny



Financial Audit



# Minister of Health

The Minister of Health:

- ▶ Oversees the regulatory activities of the College
- ▶ Can require the College to take a specific action to uphold the duties under the RHPA
- ▶ Can appoint a Supervisor to the College to oversee operations if the Minister deems it appropriate or necessary

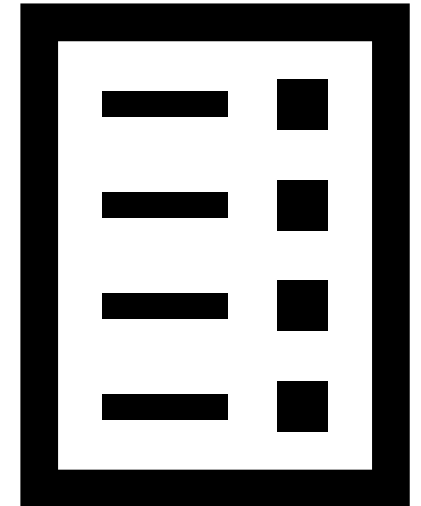
The College reports annually or upon request to the Minister of Health on its regulatory programs and activities





# Health Professions Appeal & Review Board (HPARB)

- ▶ HPARB is an independent adjudicative agency that ensures fairness for applicants and registrants, and public confidence in decision making. The review process of the Board is set out in Schedule 2 of the *RHPA* (the “Code”)
- ▶ Through an appeal process, the Board reviews decisions made by Ontario’s health regulatory colleges’:
  - Inquiries, Complaints, and Reports Committee
  - Registration Committee



# Review by the Courts

Judicial courts also have the authority to review decisions made by committees of the regulatory health colleges, such as appeals of the decisions of Fitness to Practice, Discipline, or the Quality Assurance Committee



# Office of the Fairness Commissioner (OFC)

- ▶ The OFC assesses the registration practices of regulatory bodies to make sure they are transparent, objective, impartial, and fair for anyone applying to practice that profession in Ontario
- ▶ The mandate of the OFC and the responsibilities of the regulatory bodies are outlined in the *RHPA* and *the Fair Access to Regulatory Professions and Compulsory Trades Act, 2006*



**FAIRNESS** COMMISSIONER

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COMMISSAIRE À **L'ÉQUITÉ**



# Transparency

The College has a duty to be transparent about its regulatory activities, and to provide information about Ontario dental technologists, so that the public is aware of who produced their dental device

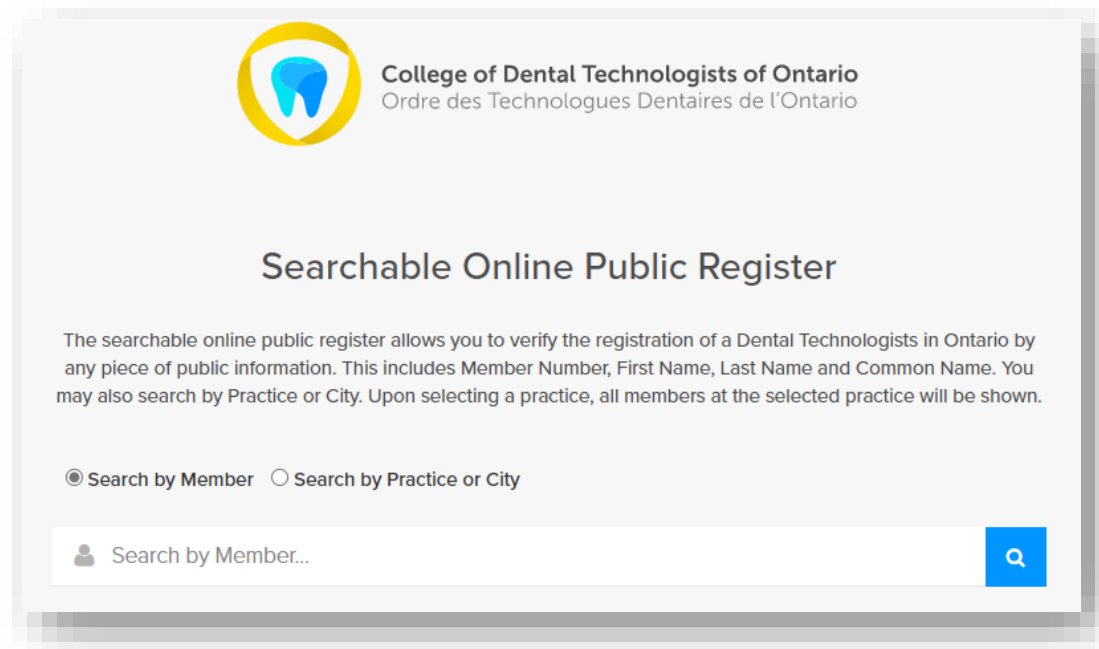
Transparency provisions authorized by the RHPA include:

- Public Register
- Annual Report
- Meetings Open to the Public



# Public Register

- ▶ The College's Public Register is a complete list of all current and formerly registered dental technologists
- ▶ The searchable register contains information about registrants' first and last names, registration history, locations of practice, and any professional conduct matters



The screenshot displays the website for the College of Dental Technologists of Ontario (Ordre des Technologues Dentaires de l'Ontario). The page features the college's logo, which is a blue tooth inside a yellow circle. Below the logo, the text "College of Dental Technologists of Ontario" and "Ordre des Technologues Dentaires de l'Ontario" is visible. The main heading is "Searchable Online Public Register". A paragraph explains that the register allows users to verify the registration of dental technologists in Ontario by any piece of public information, including Member Number, First Name, Last Name, and Common Name. It also notes that users can search by Practice or City, and that all members at the selected practice will be shown. There are two radio buttons for search criteria: "Search by Member" (which is selected) and "Search by Practice or City". Below these is a search input field with a placeholder "Search by Member..." and a blue search button with a magnifying glass icon.



# Annual Report

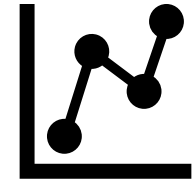


- ▶ The RHPA requires that health regulatory Colleges submit annual reports to the Minister of Health
- ▶ This report is available to the public and provides details on the strategic direction of the Council, activities of the College, its committees, and financial statements



# Financial Audit

The RHPA requires that the annual report of health regulatory colleges includes information on their financial affairs, including audited financial statements



Financial audits are performed by an external auditor who reviews the financial statements of the College to determine an opinion on the records as being free of inaccuracies, caused by error, fraud, or any other reasons



# Meetings Open to the Public

- ▶ Meetings of the College's governing Council are open to the public
  - ▶ Council meeting materials, including agendas, minutes, and meeting packages are posted to the College's website
- ▶ Discipline hearings are generally open to the public
  - ▶ Hearings are held by the Discipline Committee upon referral from the Inquiries, Complaints, and Reports Committee for allegations of professional misconduct or incompetence





# College Performance Measurement Framework (CPMF)

The Ministry of Health developed CPMF to determine how well regulatory health colleges in Ontario are executing their mandate which is to act in the public interest. CPMF:

1. Strengthens accountability and oversight of Ontario's health regulatory Colleges; and
2. Helps Colleges improve their performance.



# Components of CPMF

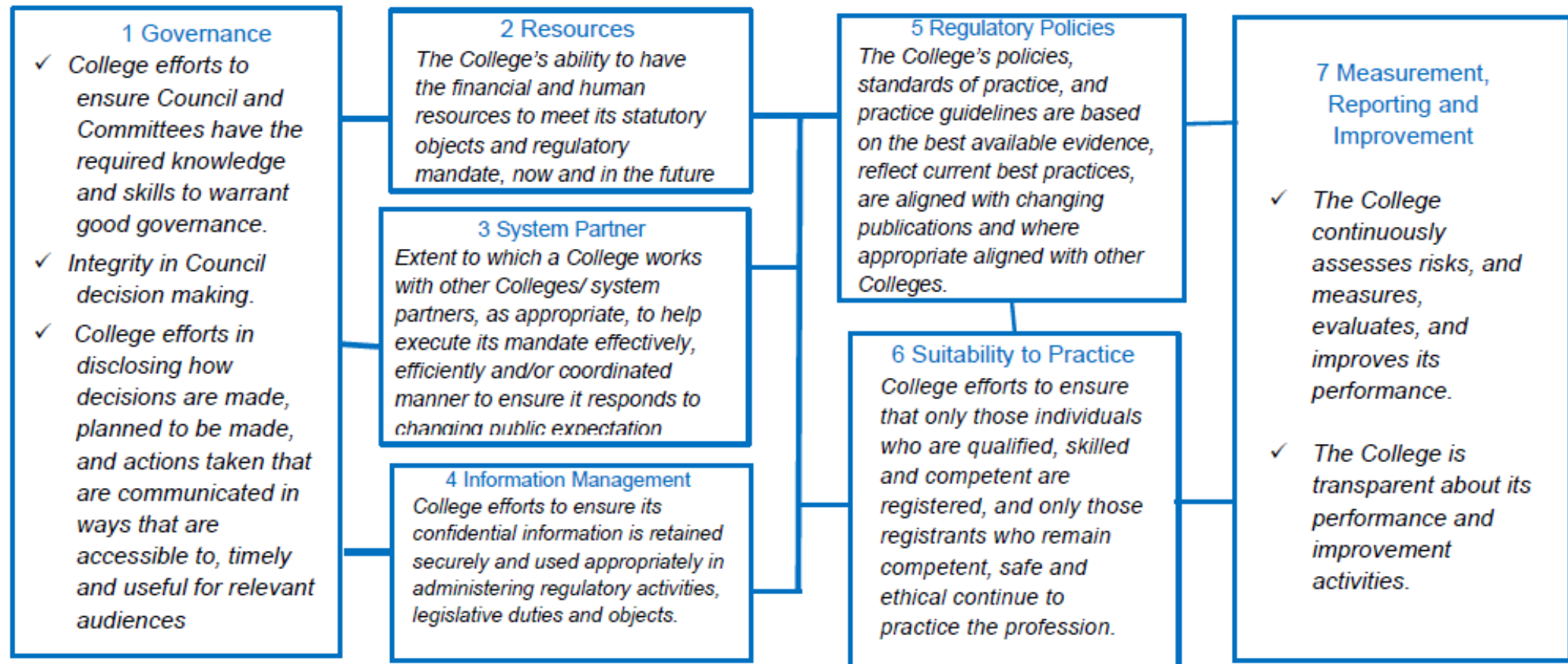
Each College will report on seven Domains with the support of six components:

1	<b>Measurement domains</b>	→ Critical attributes of an excellent health regulator in Ontario that should be measured for the purpose of the CPMF.
2	<b>Standards</b>	→ Performance-based activities that a College is expected to achieve and against which a College will be measured.
3	<b>Measures</b>	→ More specific requirements to demonstrate and enable the assessment of how a College achieves a Standard.
4	<b>Evidence</b>	→ Decisions, activities, processes, or the quantifiable results that are being used to demonstrate and assess a College's achievement of a standard.
5	<b>Context measures</b>	→ Statistical data Colleges report that will provide helpful context about a College's performance related to a standard.
6	<b>Planned improvement actions</b>	→ Initiatives a College commits to implement over the next reporting period to improve its performance on one or more standards, where appropriate.



# Seven Domains of CPMF

The seven domains are interdependent and together lead to the outcomes that a College is expected to achieve as an excellent regulator:



# End of Module 2

Great! You completed **2 of 3** of our Governance Education Modules. You're almost done!

## Next Steps:

1. Complete the [Module 2 Quiz](#)
  - The quiz will take approximately 10 minutes. Results will automatically be sent to CDTO. This component is an eligibility requirement for elections on Council.
2. Proceed to Module 3: Council and Committees

