



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

Governance Education Modules

MODULE 2: HEALTH REGULATORY COLLEGES

Note: Terminology Changes

- ▶ On December 16, 2022, CDTO's Board changed its By-Laws to update its terminology to clarify the role of the regulator and its governance structure.
- ▶ Previous terminology is still seen in the legislation and may be seen in older documents. Whenever there is a reference to any of these terms, they shall mean the same:

Previous Terminology	New Terminology
Council	Board of Directors
Council Member	Director
Elected Member	Elected Director
Public Member	Public Director
President	Chair
Vice-President	Vice-Chair
Member	Registrant



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 college tasked with **regulating that profession in the public interest**
- ▶ Dental technologists are regulated by the College of Dental Technologists of Ontario (CDTO).



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



CDTO'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



The Role of CDTO

CDTO regulates the practice of dental technology in the public interest by:

- Ensuring that only those individuals who are qualified, skilled and competent are registered, and only those registrants who remain competent, safe and ethical continue to practice the profession.
- Holding registrants accountable for professional conduct through its complaints, disciplinary and fitness to practice procedures
- Establishing Standards of Practice for safe, effective and quality patient care



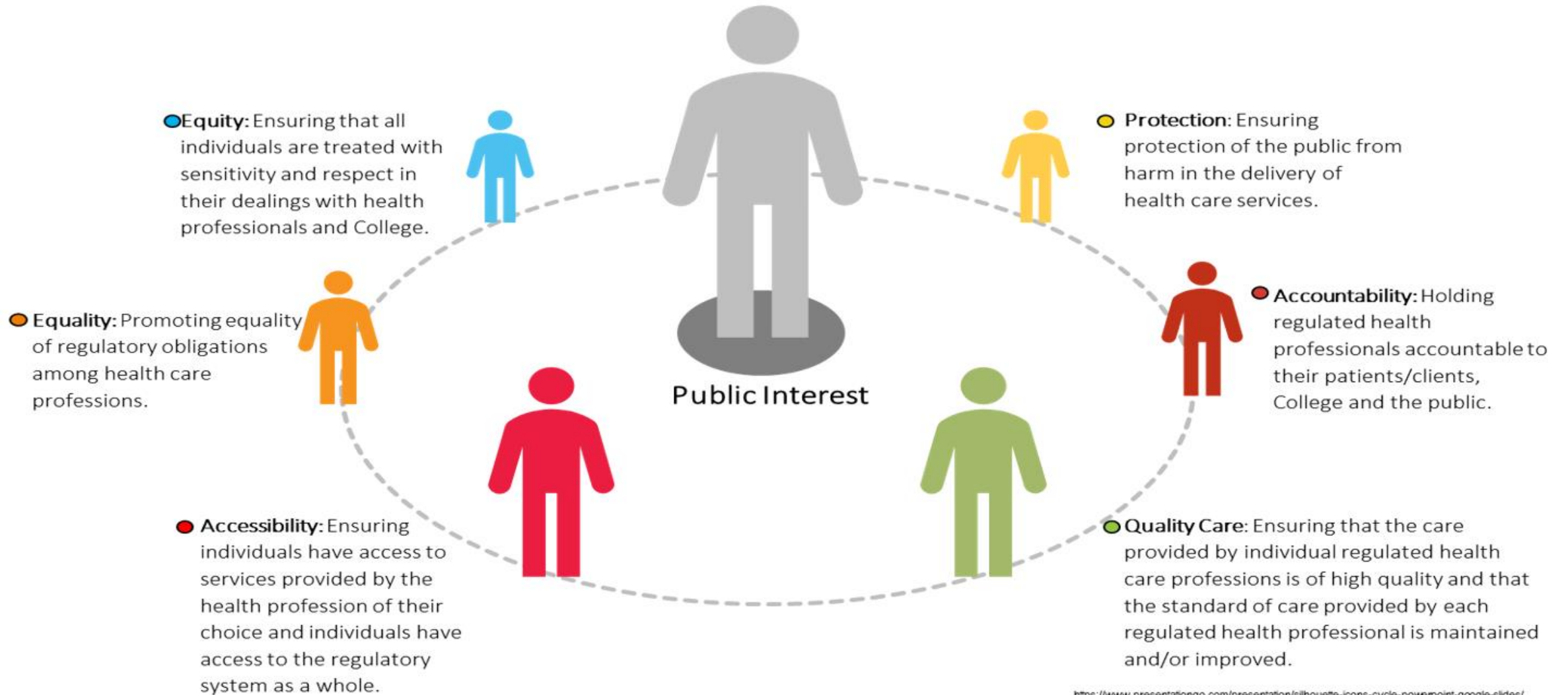
CDTO's Structure

- ▶ CDTO's activities are guided by the direction of its Board of Directors*
- ▶ The Board sets the strategic direction of the College in its obligation to serve and protect the public interest
- ▶ The Board employs the Registrar-CEO to oversee operations and to implement the Board's strategic plan

*More details on the Board are covered in Module 3



What is the Public Interest?



Regulator vs. Association

Many professions have an association whose role may differ from the regulator.



VS.

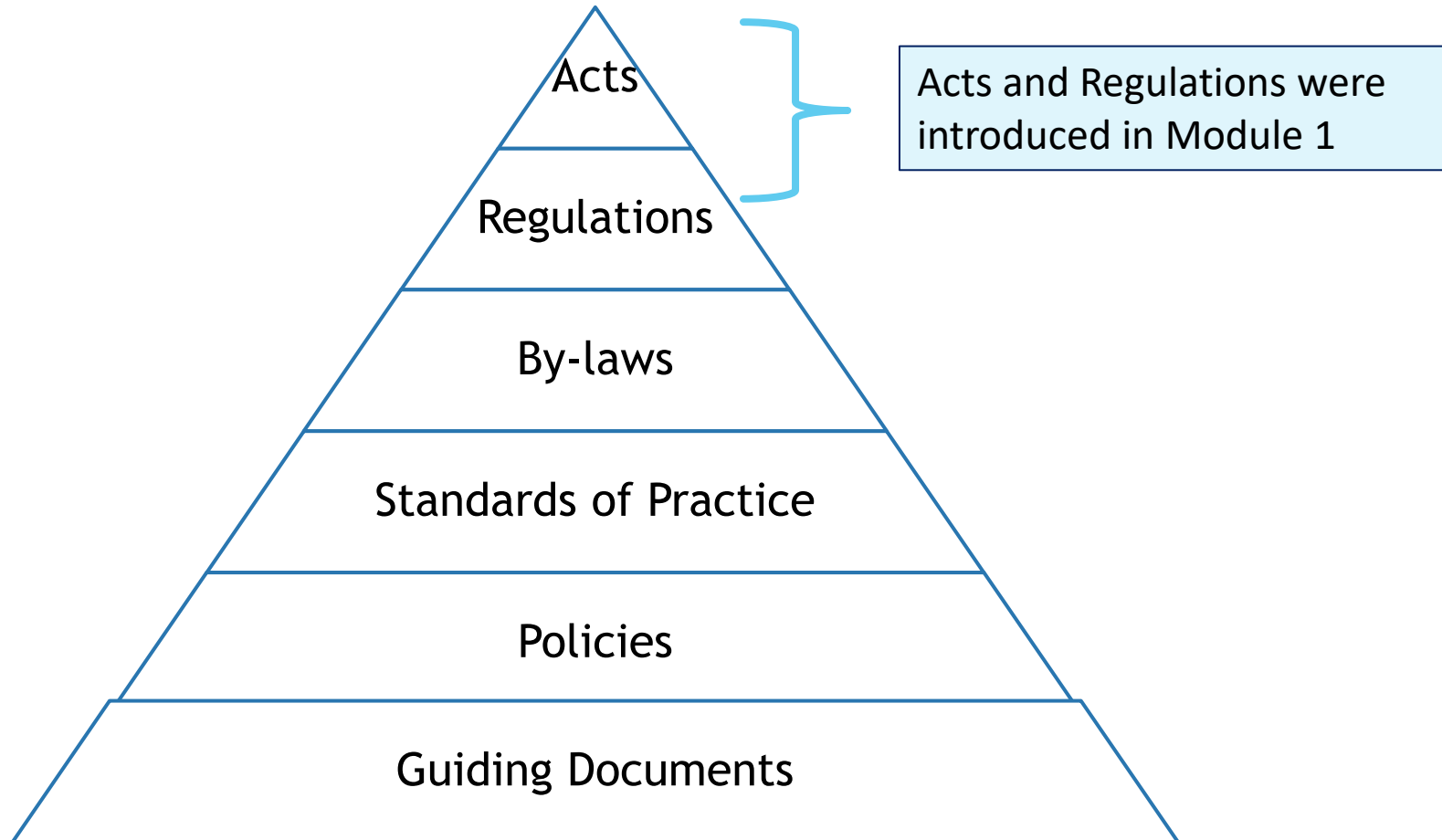


College of Dental Technologists of Ontario	Association of Dental Technologists of Ontario
Acts in the interest of the public	Acts in the interest of the profession
Governed by a Board Directors of professional and public members	Governed by Board of Directors consisting of professional members
Protects the public by ensuring provision of safe, effective, quality care	Supports registrants by pursuing the advancement of RDTs through education, networking, and liaison with external agencies



Hierarchy of Governing Documents

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



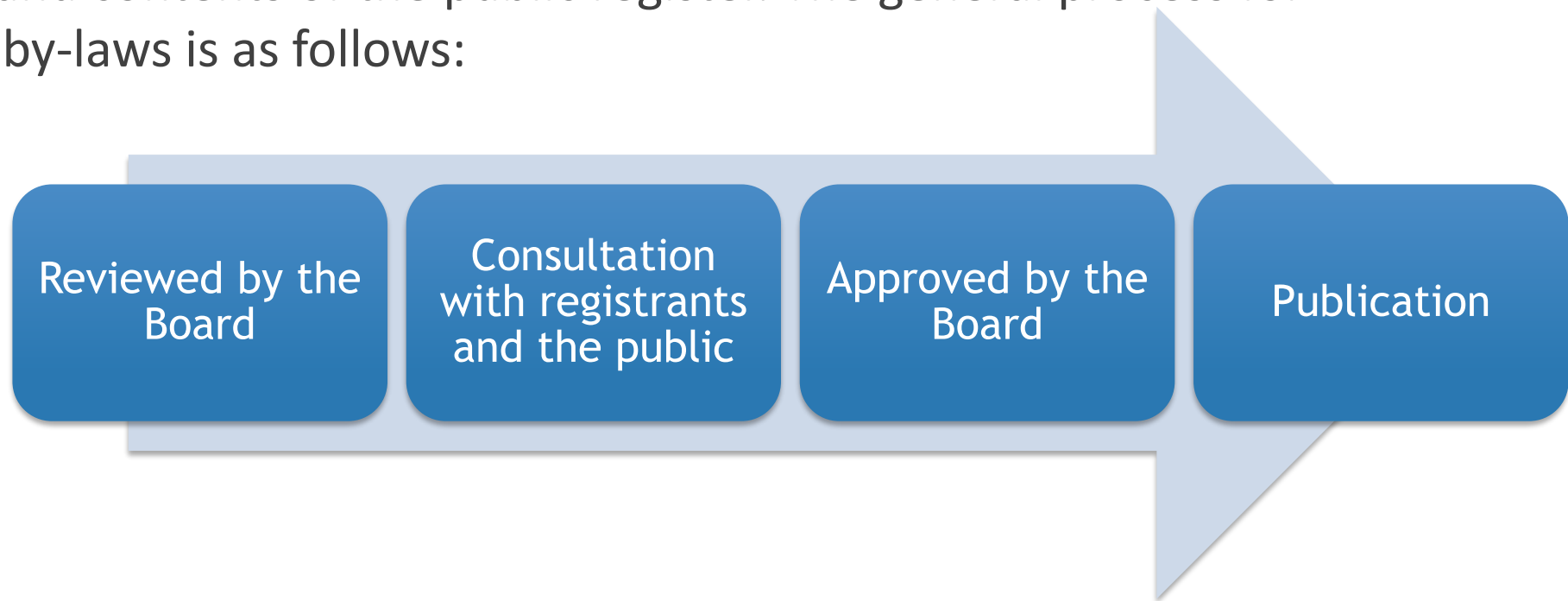
Regulations

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



By-Laws

By-Laws are rules that govern how a 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:



In some cases, by-laws need to be circulated to registrants for 60 days before it can be approved by the Board. Ministry of Health approval is not required.



Standards of Practice

STANDARDS OF PRACTICE
FOR
DENTAL TECHNOLOGISTS

Amended June, 2000

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



Policies

Policies describe in greater detail issues set out in the legislation, regulation, or by-laws.

Example: Investment Policy

- The purpose of this policy is to provide a clear and structured approach to handling CDTO's 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 dental technology practice in Ontario

Example: COVID-19 Guidance for RDTS

- Provides guidance to RDTS to make decisions that will minimize the risk of exposure to and transmission of COVID-19



Accountability

Colleges are accountable to external forms of authority that oversee and review its programs and activities. These include:



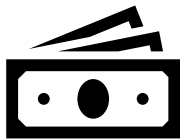
Minister of Health



Decision Reviews



Program Scrutiny



Financial Audit



Minister of Health

The Minister of Health:

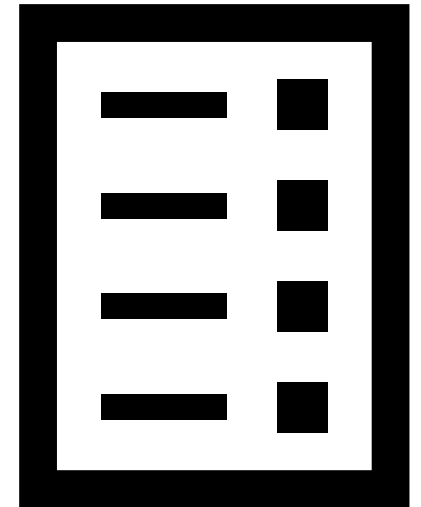
- ▶ Oversees the regulatory activities of the Colleges
- ▶ Can require Colleges to take a specific action to uphold their duties under the RHPA
- ▶ Can appoint a Supervisor to a College to oversee their operations if the Minister deems it appropriate or necessary

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.
- ▶ Through an appeal process, HPARB reviews decisions made by Ontario's health regulatory colleges:
 - Inquiries, Complaints, and Reports Committee
 - Registration Committee
- ▶ The review process of HPARB is set out in Schedule 2 of the RHPA



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

COMMISSAIRE À **L'ÉQUITÉ**



Transparency

Colleges have a duty to be transparent about their regulatory activities and to provide information about their registrants to the public

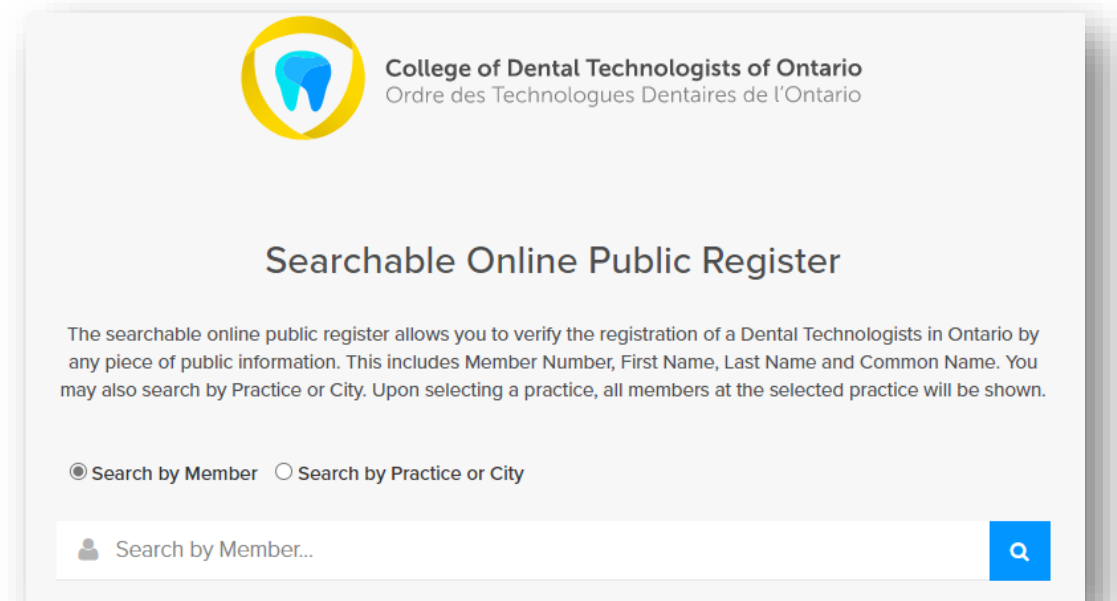
Transparency provisions required by the RHPA include:

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



Public Register

- ▶ CDTO'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 and status, locations of practice, and any professional conduct concerns



The screenshot shows the CDTO website's search interface. At the top left is the CDTO logo, a blue tooth inside a yellow circle. To its right is the text "College of Dental Technologists of Ontario" and "Ordre des Technologues Dentaires de l'Ontario". Below this is the heading "Searchable Online Public Register". A paragraph explains that the register allows verification of registration by Member Number, First Name, Last Name, or Common Name, and also by Practice or City. Below the text are two radio buttons: "Search by Member" (selected) and "Search by Practice or City". At the bottom is a search input field with a person icon, the placeholder text "Search by Member...", and a blue search button with a magnifying glass icon.



Annual Report

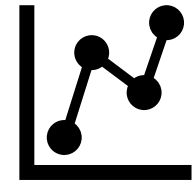


- ▶ The RHPA requires that Colleges submit annual reports to the Minister of Health
- ▶ This report is available to the public and provides details on the strategic direction of the Board, activities of the College, its Committees, and financial statements



Annual Report (cont'd)

The RHPA requires the annual report to include information on a College's financial affairs, including audited financial statements



Financial audits are performed by an external auditor who reviews the financial statements of the College.

Colleges aims to receive an opinion from the auditor that their records are free of inaccuracies, caused by error, fraud, or any other reasons



Meetings Open to the Public

- ▶ Meetings of the College's governing Board are open to the public
 - ▶ Board meeting materials are posted to the College's website one week before the meeting date
- ▶ Discipline hearings are generally open to the public
 - ▶ These hearings are held upon referral from the Inquiries, Complaints, and Reports Committee for allegations of professional misconduct or incompetence



College Performance Measurement Framework (CPMF)

- ▶ In 2020, the Ministry of Health launched a new accountability report called CPMF.
- ▶ It aims to understand how well are regulatory health colleges in Ontario executing their mandate, which is to act in the public interest. It also:
 1. Strengthens accountability and oversight of Ontario's health regulatory Colleges; and
 2. Helps Colleges improve their performance.



Components of CPMF

Each of the seven domains is divided into six components for reporting purposes:

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



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 to the Board of Directors.
2. Proceed to Module 3: Board and Committees

