

PROVINCIAL DENTAL BOARD OF NOVA SCOTIA

MEETING 2007 - 2

May 11, 2007

The second meeting of the 2007 Provincial Dental Board was held on May 11, 2007 at the Provincial Dental Board boardroom, 1559 Brunswick Street, Halifax.

In attendance: Dr. Andrew Nette, Chair
Dr. Eric Hatfield, Vice-Chair
Dr. Stephan Brayton
Ms. Judy Oakley
Mrs. Kore-Lee Cormier
Ms. Odette d'Eon
Dr. Ian Doyle
Dr. Lee Erickson
Dr. John Miller
Mr. Dwight Rudderham
Dr. Andrew Stewart
Ms. Angela Worsley
Dr. Bill MacInnis, Registrar
Ms. Jane Donovan, Administrative Assistant

Regrets: Ms. Rosemary Bourque
Dr. Barry MacLeod
Dr. David Precious

AGENDA 1. CALL TO ORDER – 9:00 A.M.

The Chair called the meeting to order and advised the Board that due to a recent death in her family Ms. Rosemary Bourque would be unavailable to attend the Board meeting. The Chair sought the Board's agreement to defer consideration of Agenda item 5 – **CDRAF Memorandum of Understanding Non Accredited Specialists** until 1:00 p.m.

Motion 2007 - 9

It was moved and seconded – Dr. E. Hatfield / Dr. J. Miller

“To adopt the revised agenda.”

Motion Carried.

AGENDA 2.

MINUTES OF 2007-1 MEETING, January 26, 2007

a). Errors and / or Omissions – Two minor editorial corrections were noted.

Motion 2007 – 10

It was moved and seconded – Dr. I. Doyle / Dr. A. Stewart

“To approve the amended minutes of the January 26, 2007 meeting.”

Motion Carried.

b). Business Arising from the Minutes.

Re: Suture Removal

The Registrar informed the Board that a review of past Board motions revealed only Motion 2002-3 that approved “extra oral suture removal” as a permitted duty for dental assistants. Ms. J. Oakley agreed to provide the Registrar with a copy of the National Skills Chart document that could be circulated prior to the next Board meeting. The Chair agreed to defer further discussion on this matter until the next meeting of the Board.

AGENDA 3.

Registrar’s Report

Two items in the Registrar’s Report required Board direction.

- **PDBNS Guidelines for the Use of Sedation in Dentistry**- the Registrar identified that the Board’s current Guidelines on Sedation are silent on the provision of general anesthesia. Since the adoption of the revised Guidelines on June 16, 2006, a number of related issues have developed including the application for Recognition of Dental Anesthesia as a Specialty in Dentistry and the Provincial Department of Health’s proposal to require accreditation approval for all health facilities providing general anesthesia services. Following discussion, the Registrar was directed to consult with appropriate stakeholders and develop draft amendments to the Board’s Guidelines on Sedation that would include the provision of general anesthesia.
- **Advisory Committee on Blood Borne Pathogens** – Following receipt of the “ACFD Guidelines on Infectious Diseases and Health Care Workers” document that was included in the Board meeting documentation – the Registrar reviewed the current PDB policy statements regarding infected health care workers as outlined in Board motion 1999-3. Following discussion, the Registrar was directed to develop a process that would provide

access to an expert panel as described in motion 1993-3(a).

The remainder of the items in the Registrar's report were for the information of the Board members.

AGENDA 4. Board Nominations

A nomination of Ms. Wendy Stewart to the Mandatory Continuing Dental Education Committee was presented to the Board.

It was moved and seconded –Dr. E. Hatfield / Dr. S. Brayton

Motion 2007 – 11

“To approve the appointment of Ms. Wendy Stewart to the Provincial Dental Board of Nova Scotia's Mandatory Continuing Dental Education Committee.”

Motion Carried.

Abstention – Dr. Andrew Stewart disclosed a Conflict of Interest prior to discussion of this matter.

AGENDA 5. Proposed CDRAF Memorandum of Understanding with respect to a uniform process for the certification and registration of foreign trained dental specialists dated 19 February 2007.

Prior to beginning the discussion of this issue the Chair asked the Registrar to review the recent history of initiatives that have been undertaken with respect to licensing of foreign trained dental specialists. The Registrar began by outlining the 2004 CDA Academic Event that promoted the development of national guidelines for the evaluation, education and registration of dental specialists trained in non accredited institutions. This Academic Event was followed up by two successive Working Groups – the second of whom Steve Brayton served on as a specialist representative that produced a document dated 10 October 2006 that suggested a potential model to go forward.

At the CDRAF meeting of 23 October 2006, the CDRAF Executive Committee reviewed the current Legislative pressures existing in Ontario (Bill 124), Quebec (Bill 14), and British Columbia (Mosaic Report) that explicitly required barriers

to be reduced in the licensure and certification process.

The CDRAF Executive presented a new proposal to the CDRAF Board and suggested that a 2-3 day Summit meeting be scheduled to draft a national regulatory agreement using a process similar to that followed in the labour mobility negotiations. The key elements of the CDRAF proposal related to mentoring and the development of expert panels. The PDBNS reviewed this proposal at its January 27, 2007 meeting and offered the following feedback prior to the Summit.

- Expert panels must have national representation
- Need to include CDAC in the process
- Concerns about mentoring concept
- Need to involve Universities in the process
- Need valid screening examinations
- A valid and reliable RCDC exam process which would be the same for accredited and non accredited program candidates

On the first day of the Summit Meeting – a proposal from the BC College of Dental Surgeons was presented based on a British Columbia process that would be administered by the University. The UBC proposal was subsequently accepted by the Summit participants and the MOU dated 19 February 2007 was the outcome of the Summit deliberations. At the conclusion of the Summit, it was agreed that all Boards and Colleges would attempt to consider the MOU in advance of the 19 April 2007 CDRAF Meeting.

At the 19 April 2007 CDRAF meeting it was announced that additional universities were now willing to participate – University of British Columbia, Ontario (collaboration of OT and UWO) and Quebec (collaboration of Montreal, Laval and McGill). It was agreed that additional modifications to the MOU would need to be made to reflect the evolution of process that has occurred.

The Process for Internationally Trained Dental Specialist template began to take shape and included the following steps.

1. Initial application to the process
2. Credentialing by experts
3. Administration of Specialty Qualifying Examination
4. Program
 - a) Acceptance in Program
 - b) Successful completion of Program
5. Certification of Completion
6. Application to RCDC to write NDSE
7. Application to DRA on achieving NDSE Certificate

The Registrar reported on some of the potential funding sources for the Program process.

The CDRAF Executive Committee has already arranged a meeting with Federal Minister Monte Solberg's office (HRSDC) and had a positive / encouraging response concerning the potential funding of a national initiative to meet the needs of foreign trained specialists.

Mr. George Weber (CDA) gave a presentation to CDRAF on HRSDC funding, suggesting that \$ 12 – 15 million is available annually for initiatives designed to prime the pump (diagnostic, consultative, curriculum creation and development of information materials).

The CDRAF Board agreed that in the short term, the following steps need to be taken:

- The MOU needs to be updated
- The Programs need to develop details of their business plans and assessment / evaluation strategies
- There is a need to actively consult with professional specialist associations using the revised MOU and the proposed Process being considered.

As a first step the CDRAF recognized the absolute need for a Specialty Qualifying Examination and therefore made a commitment to the NDEB for the development of an Examination. Further to the receipt from the NDEB of a cost proposal of \$ 587,000 to develop the SQE, the CDRAF agreed to commit an initial \$ 150,000 using the CCCD refund to pay the NDEB start up costs.

Furthermore the CDRAF asked each DRA to seek from their Boards and Colleges:

- Support in principle for the process being undertaken
- Commit to a \$ 100.00 per dentist fund held in trust by the DRA to support the process while parallel applications for federal funding is sought

Following discussion the Chair asked that three motions be considered by the Board that would include the decision concerning the CCCD funds, support in principle for the process and the question of committing \$ 100.00 per dentist in trust.

Motion 2007 – 12

It was moved and seconded – Mr. D. Rudderham / Dr. I. Doyle

“To support the CDRAF decision to use the CCCD surplus funds to support the start up of the process.”

Motion Carried.

Motion 2007 – 13

It was moved and seconded – Dr. E. Hatfield / Dr. J. Miller

“That the Provincial Dental Board of Nova Scotia, supports, in principle the Process for Internationally Trained Dental Specialists as described.”

Motion Carried.

Motion 2007 – 14

It was moved and seconded – Mr. D. Rudderham / Dr. J. Miller

“That the Provincial Dental Board of Nova Scotia place in trust \$ 100.00 per licensed dentist as a commitment to support the Process while parallel applications for federal funding are sought.”

Motion Carried.

AGENDA 6.

Policies and Procedures Ad hoc Committee

a). Draft Document – In the absence of the Chair of the Ad hoc Committee, the Board agreed with the Chair’s request to defer deliberations of this matter until the next Board meeting in September.

b). Investment Committee Terms of Reference – As requested, Dr. Lee Erickson and Dr. Eric Hatfield presented the proposed Terms of Reference for the Board Investment Committee that was circulated in the meeting documentation. Following discussions, an amended Terms of Reference was adopted.

Motion 2007 – 15

It was moved and seconded – Dr. L. Erickson / Dr. J. Miller

“That the Provincial Dental Board adopt the amended Terms of Reference for the Investment Committee.”

Motion Carried.

AGENDA 7.

Auditors Report

Mr. Gerry Lecroix, Senior Manager at Grant Thornton reviewed the Auditor's report with the Board members. In his presentation MR. Lecroix suggested a number of strategies to manage the Board's surplus.

Following discussion and clarification, Mr. Lecroix, it was moved and seconded – Dr. J. Miller / Mr. D. Rudderham

Motion 2007 - 16

“That the Provincial Dental Board accepts the 2006 Financial Statement as presented by Grant Thornton.”

Motion Carried.

AGENDA 8.

2007 Grants to the Commission on Dental Accreditation (CDAC)

The Registrar reviewed the CDAC grant request in support of national accreditation activities. The requested DRA 2007 grants are \$ 9.38 per licensed dentist; \$ 6.65 per licensed dental hygienist and \$ 2.32 per licensed dental assistant.

CDAC's 2007 budget calculations included a \$ 100,000 contribution from the CDAC accumulated surplus that resulted in a reduction in the required grants.

Motion 2007 – 17

It was moved and seconded – Dr. A. Stewart / Dr. E. Hatfield

“That the Provincial Dental Board of Nova Scotia approves the requested 2007 CDAC Regulatory Authority Grants on the basis of \$ 9.38 per dentist; \$ 6.65 per dental hygienist and \$ 2.32 per dental assistant.”

Motion Carried.

AGENDA 9.

2007 Regulatory Authority Grants to CDRAF

The 2007 Grant request from CDRAF of \$ 9.30 per licensed dentist was made up of three elements:

1. CDRAF Annual Grant of \$ 2.00 per licensed dentist
2. CDRAF Grant to CDA of \$ 5.30 per licensed dentist
3. CDRAF Grant of \$ 2.00 per licensed dentist to assist in the funding of the

February 2007 Immigration Summit meeting.

The Registrar explained that the annual CDRAF Grant is used primarily to fund the CDRAF Executive and Board expenses. The CDA Grant supports CDA initiatives that are of benefit to DRA activities particularly in the areas of education, research and dental practice. During the past year the specific activities that were supported included the E-JCDA, Editor's Choice, Electronic Health Record, Labour Mobility, Academic Summit Meetings, Working Group on Non Accredited Specialists, Council on Education and CDA Directory.

The DRA Grant request in support of the Specialist Summit Meeting in February 2007 was agreed to in principle, by the DRA representatives, at the October 2006 CDRAF meeting.

Considerable discussion occurred relating to each of the three grant request categories. Particular concern was expressed relating to the grant to CDRAF particularly when CDRAF continues to hold has a significant financial surplus and has not provided a business plan as requested in last years discussion of this matter. The Chair agreed to pass on the Board's concerns to the CDRAF Executive Committee.

Motion 2007 – 18

It was moved and seconded – Dr. A. Stewart / Mr. D. Rudderham
“To approve the CDRAF grant of \$ 9.30 per licensed dentist.”

Motion Carried.

Opposed – Dr. L. Erickson

AGENDA 10. Dental Hygiene Learning Outcomes Project

As Ms. Rosemary Bourque was unavailable to speak on this issue – the Board supported the Chair's decision to table this item until the September 21, 2007 meeting of the Board.

AGENDA 11. Complaints / Discipline Committee Update

The Registrar reported that the Dentistry Complaints Committee had met once since the last Board meeting.

The Committee considered five cases – Two cases alleging concerns about the quality of care provided were dismissed. One case resulted in the dentist being awarded a “Letter of Counsel” with the advice to be more thorough in reading

patient radiographs. On the basis of an Agreed Statement of Facts – one dentist was issued a “Letter of Counsel” directing that they be made aware of their responsibility to ensure that all staff under their employ is licensed to act within the terms of the *Dental Act*.

Consideration of the fifth case was tabled until further information was collected. The Dental Hygiene Complaints Committee met on one occasion through teleconference and the Committee issued a “Letter of Counsel” to a dental hygienist and directed the Registrar to ensure that the licensee understands their responsibility to be licensed and to act within the terms of the *Dental Act*.

AGENDA 12. Items from the Chair

The Chair thanked Board members for their agreement to change the fall Board meeting date to September 21, 2007.

In recognition of Dr. Precious’ Order of Canada Award, Dr. Nette read a letter he had written that has been sent Dr. Precious on behalf of the Provincial Dental Board.

New Business

- a) **Correspondence from Mandatory Dental Education Committee (MCDEC)**.- The Board reviewed correspondence from the MCDC requesting a reconsideration of the 2 for 1 credit hour policy for CPR and First Aid courses. The MCDC is concerned that licensees are able to fulfill their entire Category 1 (Scientific / Clinical) credits through the CPR / First Aid courses which is detrimental to the spirit of obtaining new knowledge through continuing dental education. Board members were unanimous in their opinion of the value of CPR / First Aid courses as skill maintenance / practice activities for the entire dental team that was validated by competency demonstration through practice and written testing. A variety of options were discussed including maintaining the current policy, moving to the national norm of hour per hour credit, limiting credits to once per three year cycle and moving credits to Category 2 or 3. Following discussion it was moved and seconded Dr. A. Stewart / Dr. D. Rudderham.

AGENDA 13.

Motion 2007 – 19

“The current 2 for 1 credit hour policy for CPR / First Aid courses be maintained but credits be permitted every second year.”

Motion defeated.

It was subsequently moved and seconded – Dr. E. Hatfield / Dr. I. Doyle

Motion 2007 – 20

“The credit hour policy for CPR / First Aid courses be changed to hour for hour to bring the Board policy in line with national norms.”

Motion Carried

In a follow up suggestion, the MCDE Committee was encouraged to monitor the use of CPR / First Aid credits and to report this information to the Board.

b) Visa, MasterCard, Debit Payment

The Registrar reviewed the issue of the Provincial Dental Board accepting visa, mastercard and debit payment options to our licensees. It was suggested that the provision of this service would be of significant value during the licensing periods. A proposal from Moneris Solutions describing the costs involved in providing visa, mastercard and debit services was presented. Following discussion it was moved and seconded – Dr. E. Hatfield / Mr. D. Rudderham

Motion 2007 – 21

“That the Provincial Dental Board of Nova Scotia institutes the use of visa, mastercard and debit through Moneris Solutions and to offer this service at no additional cost to the licensee.”

Motion Carried.

c) Dental Assistant Reinstatement Fee Appeal – Ms. Angela Fraser

The Board considered Ms. Angela Fraser’s correspondence and reviewed the Board’s policy that license fees must be received by the Registrar on or before the due date.

Motion 2007 – 22

It was moved and seconded – Mr. D. Rudderham / Ms. J. Oakley

“To deny Ms. Angela Fraser’s appeal of Dental Assistant reinstatement fees.”

Motion Carried.

d) Board Surplus Funds

Further to recommendations from the Board's auditor it was moved and seconded – Dr. L. Erickson / Mr. D. Rudderham

Motion 2007 – 23

“That the PDB move \$ 300,000.00 out of current assets into the Board's investment fund.”

While suggestions were considered about limiting current assets to a fixed amount at any give time – it was agreed to support the initial motion at this time.

Motion Carried.

e) Notice of Motion – Application Fees

Dr. L. Erickson proposed a motion that he would like considered at the September Board meeting – “That Provincial Dental Board Registration fees for general dentists and specialists be the same”. Following discussion, Dr. Erickson agreed that he would develop the rationale for this proposed fee change and that this matter would be included as a Notice of Motion on the September 21, 2007 meeting agenda.

Approved:

_____ Date _____

Dr. Andrew Nette, Chair