

COLLEGE OF DENTAL HYGIENISTS OF ONTARIO
COUNCIL MEETING MINUTES – (#10-001)
Friday, January 29, 2010

A Council Meeting of the College of Dental Hygienists of Ontario was held on Friday, January 29, 2010 at the Four Seasons Hotel, 21 Avenue Road, Toronto ON M5R 2G1

ATTENDANCE:

C. Barr Overholt, H. Blondin, A. Esse, K. Feres Patry, D. Greenwood, L. Jamieson, J. Johnson, S. Katyal, N. Kitchen, S. Laldin, C. Lotz, D. McLennon, I. McNamara, L. Pavao, T. Quizan, S. Rifai, B. Shayan, S. Silverman, I. St. Onge, A. Venton

Administration: F. Richardson, E. Waters, J. Cain, L. Taylor, M. Pichelli, E. Powell

Legal Counsel: R. Steinecke

Guests: K. Ivan, ODHA
M. Carter, ODHA
S. Newton, ODHA
S. Bennett, Ministry of Health Promotion
J. Melville, ODA
R. Abate, ODA
V. Gideon, Health Canada*
P. White, Health Canada*
D. Burdon, Non-Council
A. Kenny, Non-Council
S. Jeffs, Non-Council
J. Keir, RDH*
C. Mazal-Kuula, RDH*
B. Hardiman, RCDSO
J. Klarman, RDH
R. Webster, MOHLTC
G. Marion, Non-Council
M. Hull Jacquin, HPRAC

***attended a portion of the meeting**

1.0 CALL TO ORDER & OPENING REMARKS

The meeting was called to order at 9:00 a.m.

I.1 INTRODUCTION OF GUESTS

The Registrar welcomed everyone and Chaired the election section of the meeting. All participants introduced themselves.

I.2 APPROVAL OF AGENDA

The agenda was approved as presented.

I.3 ELECTION OF OFFICERS

The Registrar appointed Evelyn Waters and Lisa Taylor as scrutineers. Fran Richardson advised that there were five positions available - 3 for professional members and two for public members. She reported that there were no restrictions on public members holding the President and Vice-President's positions.

Election of President

Fran Richardson called for nominations for the position of President. Salam Rifai nominated Linda Jamieson. Kathleen Feres Patry seconded the nomination. Linda Jamieson accepted the nomination and was subsequently acclaimed as President. She requested the Registrar continue to conduct the elections.

Election of Vice President

Fran Richardson called for nominations for the position of Vice-President. Salam Rifai nominated Kathleen Feres Patry. Carol Barr Overholt seconded the nomination. Kathleen Feres Patry accepted the nomination.

Tote Quizan nominated Inga McNamara for the position of Vice-President. Anne Venton Seconded the nomination. Inga McNamara accepted the nomination.

Both nominees chose to speak to Council and their speaking order was chosen by lot. Inga McNamara spoke first and Kathleen Feres Patry spoke second.

Inga McNamara was elected Vice-President.

Election of Executive – Third Professional Member

Fran Richardson called for nominations for the Third professional member position.

Tote Quizan nominated Kathleen Feres Patry and was seconded by Salam Rifai. Kathleen agreed to the nomination and declined to speak again.

Shirley Silverman nominated Ilga St. Onge and was seconded by Adam Esse. She agreed to the nomination and spoke briefly.

Ilga St. Onge was elected to the position of third professional member.

Election of Executive – First Public Member

Fran Richardson called for the nomination of the first public member.

Carol Barr Overholt nominated Anne Venton and was seconded by Lucy Pavao. Anne agreed to the nomination.

Diane Greenwood nominated Derrick McLennon and was seconded by Shirley Silverman. Derrick declined the nomination.

Ilga St. Onge nominated Sam Laldin and was seconded by Nancy Kitchen. Sam accepted the nomination.

No further nominations were made and so by consensus Anne Venton and Sam Laldin were acclaimed to the two Public member positions, and both spoke briefly.

Linda Jamieson, President, then took over from Fran Richardson, Registrar as Chair for the remainder of the meeting.

I.4 ADOPTION OF MINUTES

The minutes of Friday, October 30, 2009 (#09-003), were approved as amended with the addition of B. Hardiman, RCDSO to the attendance list and Linda Jamieson to the roll call vote on Page 8.

I.5 ADMINISTRATIVE REPORT

Fran Richardson presented the Administrative Report and reported that the office was still working on renewals. She reported that about 70% of renewals had now been completed online, and that Administration will need to determine whether to go strictly to online renewals or to continue with the practice of mailing out renewals and accepting payment by cheque. She advised that about 279 registrants had not yet renewed and were being charged a \$100 late penalty. She also reported that Evelyn Waters, Lisa Taylor and Elaine Powell were working on an online jurisprudence course that they hoped would be up and running by the end of March. This course

will reduce the number of presentations and long distance applicants would now be able to access this course from their home. She also reported that Tom Amsden the College's long time IT consultant had been hired full time which was making things easier in the office. She stated that Administration was working well together and that she would keep the Council apprised of any updates.

1.6 COMMITTEE REPORTS WITH RECOMMENDATIONS

EXECUTIVE COMMITTEE

Linda Jamieson presented the Executive Committee report and reported that she had presented the new members with a half day orientation session, as well as the full day Workshop that everyone attended. She also informed Council that the Committee had begun an investigation on electronic records and had invited Michael Power and Dr. Atherley to come up with recommendations. She also advised that she and Sam Laldin had conducted the Registrar's Performance Review and had adopted a new process of evaluation which gave a very good idea of the competence of the Registrar's leadership, with clear goals being set for the upcoming year. She thanked Sam for his participation.

Linda then turned the meeting over to Vice-President, Inga McNamara.

1. Proposed Guideline: Dual Health Care Practices - First Reading

During the 2009 Quality Assurance audit, the Quality Assurance Committee became aware that several registrants who had dual practices were submitting continuing competency activities related to their alternate practice within their dental hygiene professional portfolio. While these activities may benefit their alternative practice clients they may not demonstrate to the Committee that registrants are in the process of improving their dental hygiene competencies. As it was recognized that the issue of dual practices was not solely a Quality Assurance issue but also a practice issue, the concern was directed to the Executive Committee for action.

The College of Physiotherapists of Ontario had dealt with this issue in the past and had already developed an excellent Guideline, so with their permission, the CDHO has adapted their Guideline to reflect the practice of dental hygiene.

As guidelines are not as enforceable as regulations, they do not require circulation to stakeholders prior to approval. However, Council may choose to "fast track" the reading process and adopt the Guideline as presented. On the other hand, if Council would prefer to provide additional input into the Guideline, movement to Second Reading would be advisable

and the issue will be returned to Council in May for decision. Council then made the following motions.

MOTION: Executive Committee/Tote Quizan

WHEREAS the Quality Assurance Committee has identified that there are a number of CDHO registrants who have dual practices and may not be aware of their obligations when practicing more than one profession in addition to dental hygiene; and

WHEREAS the issue of practicing in more than one area is becoming increasingly common in the multidisciplinary health care sector;

THEREFORE BE IT RESOLVED THAT the College of Dental Hygienists of Ontario adopt the attached Proposed Guideline: *Dual Health Care Practices*.

AMENDMENT: Kathleen Feres Patry

WHEREAS the Quality Assurance Committee has identified that there are a number of CDHO registrants who have dual practices and may not be aware of their obligations when practicing more than one profession in addition to dental hygiene; and

WHEREAS the issue of practicing in more than one area is becoming increasingly common in the multidisciplinary health care sector;

And further that the guideline be reviewed in two years and amended as/if necessary.

THEREFORE BE IT RESOLVED THAT the College of Dental Hygienists of Ontario adopt the attached Proposed Guideline: *Dual Health Care Practices*.

CARRIED

Abstained - Derrick McLennon

MOTION TO MOVE TO THIRD READING: Diane Greenwood/Carol Barr Overholt

WHEREAS the Quality Assurance Committee has identified that there are a number of CDHO registrants who have dual practices and may not be aware of their obligations when practicing more than one profession in addition to dental hygiene; and

WHEREAS the issue of practicing in more than one area is becoming

increasingly common in the multidisciplinary health care sector;

And further that the guideline be reviewed in two years and amended as/if necessary.

THEREFORE BE IT RESOLVED THAT the College of Dental Hygienists of Ontario adopt the attached Proposed Guideline: ***Dual Health Care Practices.***

CARRIED

Abstained: Derrick McLennon

Against: Caroline Lotz, Kathleen Feres Patry

2. Appointment of a Non-Council Member to Fill a Vacancy

As per Section 5.6 of Bylaw No. 4, Council may appoint members to a committee of the College who are not members of Council. The term for such members is three years.

In December 2009 the non-Council position for Patient Relations and Inquiries, Complaints & Reports became vacant. As the remainder of the term was in excess of six months, the Executive Committee acted as the Nominating Committee as per Section 5.7 Bylaw No.4 to appoint a replacement member to the committee as per Section 5.6. 4 (1)(b). The chosen applicant was chosen from an applicant pool created after an announcement was placed in the July 2008 issue of *Milestones* soliciting applicants for non-Council positions that become vacant.

The Executive Committee viewed each of the applications on their own merit and makes the ensuing recommendation based on a variety of factors including geography, length of time in the profession, type of practice setting, previous involvement in the activities related to regulatory affairs and the need to recruit additional registrants into the regulatory process. The Registrar then contacted the applicant to ascertain if the registrant was still interested and available.

MOTION: Executive Committee/Salam Rifai

WHEREAS the Executive Committee has functioned as the nominating committee as per the College of Dental Hygienists of Ontario Bylaw No. 4 5.6 "*Appointment of Non-Councilors to Committee*" and 5.7 "*Nominating Committee*" and reviewed the applications received for the Non-Council positions on Committees;

THEREFORE BE IT RESOLVED THAT Shelli Jeffs of Bowmanville be appointed to the Inquiries, Complaints & Reports Committee and the Patient Relations Committee commencing January 29, 2010 and concluding on December 31, 2012:

CARRIED

Mimi Pichelli reviewed the year end Financial Statements with Council and answered any questions posed by the Council. Members of Council commended the CDHO on having such a financially sound system in place.

REGISTRATION COMMITTEE

Anne Venton presented the Registration Committee's Report as former Chair Carole Ono's term had ended and advised that the Committee had met three times since the last Council meeting.

She also reported that the audit of the College's registration practices was submitted to the Office of the Fairness Commissioner on December 23, 2009 and that the annual Fair Registration Practices Report was due on March 1, 2010. Bill 175, *An Act to enhance labour mobility between Ontario and other Canadian provinces and territories* received Royal Assent on December 15, 2009. Consequently, the College has an application package available for applicants wishing to apply under the Act. The Committee reported that the College had conducted 326 clinical evaluations in 2009 compared to 342 in 2008.

I. Entry-to-Practice Competencies and Standards for Canadian Dental Hygienists, January 2010, Third Reading

Over the past several years, representatives of several national dental hygiene groups have been working on developing National Dental Hygiene Competencies. These groups included representation from clinicians, researchers, educators, regulators, NDHCB, and CDAC. The CDHA acted as the facilitator. Many of these groups, including the regulators, provided funding for the project. The primary goal was to establish a set of national competencies that would be used by educators across the country. The regulators could then develop standards from these competencies. Concern was expressed that having two documents, albeit with the same elements but different format, would result in confusion for stakeholders, the decision was made to combine the two documents into one with a Part A and a Part B. Neither part could be revised without consideration for the other. The educators and regulators agreed that this would be a viable solution and would be revisited in five (5) years time. The Committee brought forward the following motion:

MOTION: Registration Committee/Salam Rifai

WHEREAS the dental hygiene profession as a whole requires a set of national competencies and standards; and

WHEREAS the Federation of Dental Hygiene Regulatory Authorities participated in the development of the national competencies and standards; and

WHEREAS the CDHO requires an updated set of dental hygiene standards of practice;

THEREFORE BE IT RESOLVED THAT the Council of the College of Dental Hygienists of Ontario adopt and approve the attached document *Entry-to-Practice Competencies and Standards for Canadian Dental Hygienists, January 2010* as the accepted standards of practice for dental hygienists in Ontario.

CARRIED

PATIENT RELATIONS COMMITTEE

Diane Greenwood presented the Patient Relations Committee Report and advised that the Committee had met once since the last Council meeting on November 27, 2009.

She advised that the Committee had, in conjunction with the Ad Hoc Strategic Planning Committee, developed a template for initiating evaluations from start to finish for Committee projects. Council had reviewed the template at a Workshop the day before.

She reported that the Communications Campaign was now underway with radio ads running at radio stations across the province. Positive feedback had been received.

A workshop the previous day had been highlighted by a guest speaker (Candice Schacter) who spoke on the issue of sensitive practice

As per the Health Professions Procedural Code 84. (2),(3), the Patient Relations Program is mandated to include measures for preventing and/or dealing with the sexual abuse of clients. The CDHO has a plan that was developed to make dental hygienists aware of their obligations under the RHPA with respect to the prevention of sexual abuse including guidelines for professional behaviour.

I. The Handbook on Sensitive Practice for Healthcare Practitioners, Third Reading

The Handbook on Sensitive Practice for Healthcare Practitioners is a resource for registrants, educators and dental hygiene students as it will enhance their dental hygiene practice by encompassing a dental hygiene process of care which includes sensitive practice for those clients who may be survivors of sexual abuse.

MOTION: Ilga St. Onge/Derrick McLennon

WHEREAS the Patient Relations Committee has agreed that the introduction to registrants of the issue of Sensitive Practice would enhance dental hygiene practice and thus the clients' willingness to engage in preventive oral health interventions; and

WHEREAS the sexual abuse prevention plan at CDHO is augmented by adding the Sensitive Practice document; and

WHEREAS it is in keeping with one of the CDHO's key messages that self-regulation is meant to ensure that the public receives safe, effective health care services by a practitioner who is accountable for their actions;

THEREFORE BE IT RESOLVED THAT the College of Dental Hygienists of Ontario introduce *The Handbook on Sensitive Practice for Healthcare Practitioners* to the Registrants and Educators.

CARRIED

I.7 COMMITTEE REPORTS FOR INFORMATION ONLY

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE

Kathleen Feres Patry presented the Report and acknowledged former Chair Cathie Mazal-Kuula whose term had ended. She reported that the Committee which is divided into two panels had met twice since the last Council meeting on November 20 and November 24, 2009. She advised that since the submission of the report another meeting was held via conference call on January 22, 2010 and that five decisions had been handed down with one referral to the Discipline Committee.

QUALITY ASSURANCE COMMITTEE

Nancy Kitchen, Chair, presented the Report and advised that the Committee had met twice since the last Council meeting on December 11, 2009 and January 27, 2010. She advised that changes had been made to the

timelines with respect to submissions of the professional portfolios of registrants, and that there would now be a one year notice to complete the portfolio for the previous three years. A document has been posted to the website explaining the changes.

As the Discipline Committee and Fitness to Practice Committee did not meet, no reports from these Committees were available.

1.8 GUEST SPEAKERS

Valerie Gideon, PhD, Regional Director, First Nations & Inuit Health, Ontario Region and Penny White, RDH, Health Canada, provided Council with an overview of the oral health programs available for First Nations and Inuit peoples in Ontario. They noted that there is currently a shortage of providers and that they are looking to increase the availability of preventive oral health services due to the high cost of flying people out for major restorative work.

1.9 IN CAMERA SESSION

MOTION: Salam Rifai/Kathleen Feres Patry

WHEREAS the College of the Council of Dental Hygienists of Ontario deems it necessary to consult with legal counsel and consider a personnel issue,

THEREFORE BE IT RESOLVED THAT as per Section 7 (2)(e) of the *Regulated Health Professions Act, 1991* that the Council move into an in camera session.

CARRIED

Council then broke for a lunch break and returned to the meeting at 1:00 p.m. The guest speakers presented after lunch.

1.10 MEETING EVALUATION

All members were then given time to complete their meeting evaluation forms.

1.11 DATE OF NEXT MEETING

The next Council meeting was scheduled for Friday, May 28, 2010.

ADJOURNMENT

1.12

The meeting adjourned at 2:00 p.m.

Approved by:

Jameson
Signature of Chair

Sept 2/10
Date

