

**COLLEGE OF DENTAL HYGIENISTS OF ONTARIO**  
**COUNCIL MEETING MINUTES – (#09-001)**  
**Friday, January 30, 2009**

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A Council Meeting of the College of Dental Hygienists of Ontario was held on Friday, January 30, 2009 at the Badminton and Racquet Club of Toronto, 25 St. Clair Avenue West, Toronto, ON M4V 1K6

**ATTENDANCE:**

C. Barr Overholt, K. Feres Patry, D. Greenwood, L. Jamieson, J. Johnson, N. Kitchen, S. Laldin, D. McLennon, I. McNamara, C. Ono, T. Quizan, S. Raynak, S. Rifai, J. Rowe, S. Silverman, I. St. Onge, A. Venton\*

**Absent with Cause:** C. Mazal-Kuula, A. Esse

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

**Legal Counsel:** R. Steinecke

**Guests:** M. Carter\*, ODHA  
M. Detlor, ODHA  
S. Newton, ODHA  
L. Pavao, Non-Council Member  
R. Anastasopoulos, Non-Council Member  
Tamara Krievins\*, RDH  
S. Tam\*, HPRAC  
S. Polischuk, MOHLTC  
R. Abate, ODA  
B. Hardiman, RCDSO  
Kathy Hatzis, RDH  
C. Campbell\*  
G. Atherley

**\*attended a portion of the meeting**

**1.0 CALL TO ORDER & OPENING REMARKS**

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

**1.1 INTRODUCTION OF GUESTS**

The Registrar welcomed everyone and Chaired the election section of the meeting.

## 1.2 APPROVAL OF AGENDA

The agenda was approved as presented.

## 1.3 ELECTION OF OFFICERS

The Registrar appointed Evelyn Waters, Deputy Registrar and Lisa Taylor, Quality Assurance/Practice Advisor, as scrutineers.

### Election of President

Fran Richardson called for nominations for the position of President.

Sam Laldin nominated Linda Jamieson for the position of President. Derrick McLennon seconded the nomination. Linda Jamieson accepted the nomination and was acclaimed as President.

### Election of Vice President

Fran Richardson called for nominations for the position of Vice President.

Sue Raynak nominated Ilga St. Onge for the position of Vice President and Carol Barr Overholt seconded the nomination. Ilga St. Onge declined the nomination.

Tote Quizan nominated Inga McNamara for the position of Vice President and Nancy Kitchen seconded the nomination. Inga McNamara accepted the nomination and was subsequently acclaimed as Vice President.

### Election of Executive – Third Professional Member

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

Carole Ono nominated Ilga St. Onge as the third professional member position. Shirley Silverman seconded the nomination. Ilga St. Onge accepted the nomination and was subsequently acclaimed as the third professional member of the Executive Committee.

### Election of Executive – First Public Member

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

Jane Rowe nominated Samuel Laldin as the first public member. Carole Ono seconded the nomination. Samuel Laldin accepted the nomination was

subsequently acclaimed as the first public member of the Executive Committee.

#### Election of Executive – Second Public Member

Fran Richardson called for the nomination for the second public member.

Diane Greenwood nominated Derrick McLennon for the second public member position. Kathleen Feres Patry seconded the nomination. Derrick McLennon accepted the nomination.

Diane Greenwood nominated Tote Quizan for the second public member position. Tote Quizan declined the nomination.

Derrick McLennon was subsequently acclaimed as the second public member on the Executive Committee.

The following Council members were elected to the CDHO Executive Committee:

Linda Jamieson, President, Professional Academic Member, Orillia  
Inga McNamara, Vice-President, Professional Member, District 2, Barrie  
Ilga St. Onge, Professional Member, District 8, Thunder Bay  
Samuel Laldin, Public Member, Kingston  
Derrick McLennon, Public Member, Scarborough

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

#### **1.4 ADOPTION OF MINUTES**

The minutes of Friday, October 17, 2008 (#08-003), were approved as presented.

#### **1.5 ADMINISTRATIVE REPORT**

Fran Richardson presented the Administrative Report and highlighted a few items in the report. She advised that over 2,000 registrants were now authorized to self-initiate and others were taking part in mentoring in order to become self-initiated. She advised that four public Council members terms of office would be completed by the end of June, and that she had spoken to the Public Appointments Unit and had requested another public member due to the resignation of Cindy Campbell.

She informed Council that office renovations would be beginning in about one week as we were waiting for a building permit before commencing demolition. Completion of the renovation which included new work cubicles

and a new kitchen, was anticipated to be the end of March.

Ms. Richardson advised that Evelyn Waters, Deputy Registrar had celebrated her 15th Anniversary with the College and that Jocelyn Bebamikawe had recently joined the College as Administrative Assistant to the Deputy Registrar.

## **1.6 COMMITTEE REPORTS WITH RECOMMENDATIONS**

### **EXECUTIVE COMMITTEE**

Linda Jamieson presented the Executive Committee Report on behalf of Cathie Mazal-Kuula who was absent, and advised that Executive had held two meetings since the last Council meeting. She informed Council that she and the new Vice-President would meet with the ODHA after the completion of the meeting.

She advised that a human rights complaint filed against the CDHO and the NDHCB had been settled, but that the issue would remain confidential between all parties.

Mimi Pichelli addressed all questions with respect to the Income Statement and Balance sheet to the end of December 2008. She advised that the higher balance of cash was due to the fact that it was more economical to keep the cash operating at 1% interest rather than move it around.

Two issue assessments as follows were then discussed and voted on.

#### **1. Appointment of a Non-Council Member to Fill a Vacancy**

As per Section 5.6 of Bylaw No. 3, 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 2008 the non-Council position for Registration/Discipline 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.3 to appoint a replacement member to the committees as per Section 5.6. 4 (1)(b). An insert was placed in the July 2008 issue of *Milestones* soliciting applicants for a non-Council position to fill a September 2008 vacancy. This position was filled at the October 2008 meeting of Council. The other applicants who were not chosen in October were asked if they wanted to remain on the list should another vacancy occur. Eight responded in the affirmative.

The Executive Committee viewed each of the applications on their own merit and made 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.

**MOTION: Executive Committee/Carole Ono**

**WHEREAS** the Executive Committee has functioned as the nominating committee as per the College of Dental Hygienists of Ontario Bylaw No. 3 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** Roula Anastasopoulos of Newmarket be appointed to the Registration/Discipline Committees commencing January 30, 2009 and concluding on December 31, 2009:

**CARRIED**

**2. Delegation Standard - First Reading**

Due to the fact that there are a significant number of non-accredited dental hygiene programs operating in Ontario, there are an increasing number of candidates who are required to successfully complete a clinical evaluation after successfully completing the NDHCB examination. Approximately 30% of the clinical evaluation candidates have been unsuccessful at each evaluation. These unsuccessful candidates require additional clinical upgrading prior to attempting the evaluation a second or third time. If the candidate has been unsuccessful three times then they are mandated to take a CDHO approved clinical upgrading course prior to their fourth attempt. Currently, the number of candidates who require upgrading has exceeded the number of possible places in the educational facilities. Therefore, there are a number of independent contract dental hygienists who could offer the requisite upgrading courses but are hampered by the inability to delegate their authorized act of "*scaling teeth and root planing, including curetting surrounding tissue.*" A delegation standard could alleviate that concern. Such a standard would be used in limited circumstances as noted above. A few wording changes were made to the draft.

**MOTION: Salam Rifai/Derrick McLennon**

**WHEREAS** the College requires a mechanism to permit delegation of "*scaling teeth and root planing, including curetting surrounding tissue*" for the express purpose of providing clinical upgrading to candidates for the clinical evaluation external to an enrollment in a recognized educational institution;

**THEREFORE BE IT RESOLVED THAT** the attached Standard of Practice Delegation: Clinical Competency Preparatory Courses be approved by Council and circulated to registrants and stakeholders for the requisite 60 day period.

F. Richardson

**Opposed: Julia Johnson & Inga McNamara**

**CARRIED**

**QUALITY ASSURANCE COMMITTEE**

Inga McNamara presented the Quality Assurance Report and advised that the Committee had met three times since the last Council meeting. She reported that the January random selection had taken place, and another one would occur in May. A total of 10% of the registrants would be selected. The Committee also included with the report the new professional portfolio forms and corresponding portfolio guide which had been revised for dental hygienists who were educators.

She advised that the Committee was bringing forward two items for Council's consideration.

**1. Proposed Amendments to Regulation 607/98 - Third Reading**

The Quality Assurance Committee reviewed the quality assurance regulation to ensure that they are current and to ensure consistency with the amendments to the *RHPA 1991* and fairness to applicants. The Committee determined that amendments were required to ensure consistency with the amendments to the *RHPA 1991*. The proposed amendments and the rationale for each amendment have been circulated to registrants and other stakeholders for comment. The College received 37 submissions and the QA Committee considered them at the December 30, 2008 meeting.

**MOTION: Quality Assurance Committee/Derrick McLennon**

**WHEREAS** the CDHO Council approved that proposed amendments to the Quality Assurance regulation be circulated to stakeholders for the requisite 60-day period; and

**WHEREAS** the CDHO has received extensive feedback during the consultation phase which it has considered;

**THEREFORE** the Quality Assurance Committee recommends that the CDHO Council pass the proposed amended regulation as attached and forward it to the MOHLTC for processing.

F. Richardson

**CARRIED**

**Roll Call:**

**Public Members: Julia Johnson, Samuel Laldin, Derrick McLennon, Tote J. Quizan, Salam Rifai, Jane B. Rowe, Anne Venton (7)**

**Professional Members: Carol Barr Overholt, Kathleen Feres Patry, Diane Greenwood, Linda Jamieson, Nancy Kitchen, Inga McNamara, Carole K. Ono, Susan Raynak, Shirley Silverman, Ilga St. Onge (10)**

**Absent: Public Member Adam Esse and Professional Member Cathie Mazal-Kuula**

**CARRIED UNANIMOUSLY**

## **2. Proposed Standards of Practice for Dental Hygiene Educators - First Reading**

### **MOTION: Quality Assurance Committee**

Ontario educates more than half the graduating dental hygiene students in Canada. The rapid growth of dental hygiene programs in Ontario has created an unprecedented need for dental hygiene educators. The shortage of experienced educators means that some teaching institutions have hired minimally experienced dental hygienists and non-dental hygienists to teach dental hygiene specific curriculum. As we have seen from published NDHCB and CDHO clinical examination results, some dental hygiene students are not receiving adequate instruction and supervision. A number of dental hygiene program graduates will not reach CDHO entry to practice requirements until they have completed additional education. There is added concern that the clients receiving care in some teaching institutions are at risk of receiving inadequate dental hygiene care. Although the CDHO does not have jurisdiction over the educational institutions, it does regulate dental hygienists who are educators.

The Quality Assurance Program is built on the belief that dental hygienists are competent professionals who strive to provide safe and effective dental hygiene care. The CDHO guides dental hygienists in clinical practice by providing standards of practice, and practice guidelines. Dental hygienists who become educators strive to be effective teachers who provide optimum learning environments for their students. The CDHO has yet to articulate what it expects of them in their role as an educator.

In 2008, the Quality Assurance Committee created professional portfolio forms that would allow dental hygiene educators to report more accurately what they do in their role as educators. To aid dental hygiene educators, it was determined that a benchmark was required so registrants would be able to measure their own practice and create learning goals and activities that would ensure their continuous competency aimed at meeting or surpassing indicators of competent practice. This benchmark or proposed standard would also provide the Quality Assurance Program a measure to assess the competency and effectiveness of educators who are selected to participate in the Quality Assurance Program each year.

The proposed standards of practice for dental hygiene educators were created after extensive research and with the consultation of educators inside and outside the dental hygiene community. Research determined that while some health professions have created standards for teaching and supervising students, they are not evident in the dental hygiene profession nationally or

internationally. The CDHO will take on a leadership role by establishing what may be the first standards of practice for dental hygiene educators.

Dental hygiene educators have a profound impact on the students they teach and the profession they represent. With the growing number of dental hygienists in Ontario who identify as dental hygiene educators, it is time to articulate the expectations the CDHO has for those dental hygienists who have the power to directly influence the future, quality and ethics of dental hygiene practice in Ontario and perhaps, Canada.

**MOTION: Quality Assurance Committee**

**WHEREAS** the Quality Assurance Committee recognizes the impact dental hygiene educators make to the future of dental hygiene, and;

**WHEREAS** the dental hygienists we regulate are directly influenced by the ethics, knowledge and professionalism of their instructors, and;

**WHEREAS** standards of practice specific to dental hygiene educators are seen to inform and guide registrants toward competent practice, and;

**WHEREAS** standards of practice specific to dental hygiene educators articulate to the public what they can reasonably expect as dental hygiene students and as clients receiving dental hygiene care under the supervision and guidance of a dental hygienist in a dental hygiene educational facility, and;

**THEREFORE** the Quality Assurance Committee recommends that the proposed Standards of Practice for Dental Hygiene Educators be circulated to registrants of the College and other stakeholders for comment and brought back to Council for approval.

**CARRIED UNANIMOUSLY**

**REGULATIONS & BYLAWS COMMITTEE (Non-Statutory)**

Kathleen Feres Patry presented the Regulations and Bylaws Committee Report and advised that the Committee had met once since the last Council meeting. The Committee had reviewed the stakeholders comments and so therefore were bringing the amended Bylaw No. 4 forward to Council for consideration.

**1. Bylaw No. 4 - Third Reading**

In anticipation of the changes that will occur on June 4, 2009 as a result of the enactment of the *Health System Improvements Act, 2007*, the Committee determined that it would be prudent to perform a complete review of the bylaws. The changes include incorporating the amendments to the *RHPA, 1991* particularly the restructuring of Committees and the information that must be contained on the register. At their October 2008 meeting, members



of Council approved circulation of the draft bylaws to registrants and stakeholders for the requisite 60 day period. Ten (10) comments were received; (7) from individual registrants and (3) from stakeholders. All comments were considered by the Committee and adjustments made where applicable. The majority of comments were positive regarding the suggested changes. However, while the ODHA made a number of suggestions that increase the clarity of the proposed bylaws, the ODHA also made several suggestions that require discussion and debate at Council. The specific sections are:

3.5.3 and Schedule IV regarding the selection of academic members

**MOTION: Regulations & Bylaws Committee**

**WHEREAS** the College of Dental Hygienists is required under the *Regulated Health Professions Act, 1991* to have bylaws that reflect the intent of the *RHPA, 1991*; and

**WHEREAS** amendments to the *RHPA, 1991* will come into effect on June 4, 2009;

**THEREFORE BE IT RESOLVED THAT** the attached Bylaw No. 4 be approved by the CDHO Council for implementation on June 4, 2009 in conjunction with the implementation of the amendments to the *Regulated Health Professions Act, 1991*.

**DEFEATED**

After discussion it was agreed that Schedule IV - Academic Selections of Bylaw No. 4 required additional amending and Council agreed to send it back to the Committee for further work. Comments and suggestions specifically related to Schedule IV were requested of Council Members who opposed the motion by Tuesday, February 10, 2009.

**1.7 COMMITTEE REPORTS FOR INFORMATION ONLY**

**REGISTRATION COMMITTEE**

Sue Raynak presented the Registration Committee Report and advised that the Committee had met three times since the last Council meeting. She reported that an applicant for Registration had appealed to HPARB, who subsequently returned the matter back to the Registration Committee for further review. After reviewing the application and following the recommendations set out by HPARB a new Panel again determined that the applicant's course of study was not equivalent to an approved dental hygiene program. The applicant has since appealed this second decision.

Another applicant who had not be registered since 1993 had been holding

herself out as a dental hygienist and working as a dental hygiene instructor when not qualified to do so. The Committee asked the applicant to sign an Undertaking in which she agreed to pay a portion of the investigative costs and legal fees, submit a written apology to be printed in *Milestones*, successfully complete an Ethics & Jurisprudence Course and that her file be referred to the Quality Assurance Committee for whatever action it deemed appropriate.

She also reported that the Proposed Amendments to Regulation 218/94, Part VII were circulated to registrants and stakeholders for comment. In reviewing the comments received it was determined that further discussion with the stakeholders who commented would be necessary prior to presenting the final version to Council.

She also reviewed issues related to Non-Accredited Dental Hygiene programs in Ontario.

Fran Richardson then presented a PowerPoint presentation with respect to the Agreement on Internal Trade.

### **COMPLAINTS COMMITTEE**

Carol Barr Overholt presented the Complaints Committee Report and advised Council that the Committee had met once (by teleconference) since the last Council meeting. The Committee had completed its investigation of two complaints, and seven complaints were currently outstanding. A decision of HPARB respecting a review of a complaints decision handed down in 2006 was deemed reasonable.

### **DISCIPLINE COMMITTEE**

Carole Ono presented the Discipline Committee Report and advised that a Discipline Hearing was held on November 24, 2008 with respect to Ms. Robyn Sidey and another hearing was scheduled for February 20, 2009 for another registrant.

### **STRATEGIC PLANNING (Ad Hoc Committee)**

Inga McNamara presented the Strategic Planning Report and advised that Franchi Consulting had provided the Committee with an overview of the process of evaluation. Ms. McNamara advised that the Committee had completed an evaluation draft template and was ready to pilot it with the co-operation of the Patient Relations Committee.

## **1.8 GUEST SPEAKERS**

Gordon Atherley and Lisa Taylor presented an informative PowerPoint presentation with respect to the upcoming launch of the Knowledge Network.

**1.9 PLAQUE PRESENTATION**

Linda Jamieson presented a plaque to former Public Member Cindy Campbell with thanks from the College.

**1.10 MEETING EVALUATION**

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

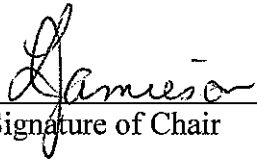
**1.11 DATE OF NEXT MEETING**

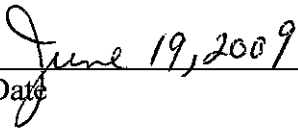
The next Council meeting was scheduled for Friday, May 29, 2009.

**1.12 ADJOURNMENT**

The meeting adjourned at 2:07 p.m.

Approved by:

  
Signature of Chair

  
Date