

# College of Dental Hygienists of Manitoba

## Annual General Meeting Minutes

October 23, 2010, Canad Inns Destination Centre Fort Garry

9:00 A.M. – 12:00 P.M.

Attendees: 88 Total (100%)  
82 Registered Dental Hygienists (93%)  
6 Registered Dental Hygiene Students (7%)

Guests: Doris Lavoie

### 1. Call to Order: Mickey Emmons-Wener

Mickey Emmons-Wener, Chair of the CHDM called the meeting to order at 9:02 a.m.

### 2. Welcome, Greetings & Introductions

Attendees were welcomed to the 3rd Annual General Meeting of the College of Dental Hygienists of Manitoba. Greetings were given from Kathy Griffiths, President of the Manitoba Dental Hygienists Association (MDHA), who will be the voice of the MDHA for the following year.

### 3. Approval of 2009 Minutes

- Motion to accept as circulated  
**Moved:** Suzanne Morin  
**Seconded:** Cheryl Butler  
**Carried**

### 4. Annual Reports:

- **Council Chair's Report: Mickey Emmons-Wener**

Report summarized. Mickey discussed the accomplishments since the last AGM.

Accomplishments included:

- 1) Finalizing and prioritizing the ends and the goals from the feedback received from members at the last AGM.
- 2) Preparing for implementation of the Regulated Health Professions Act.
- 3) Adoption of the Commission on Dental Accreditation of Canada's accepted accredited programs, as those programs are approved for registration by the College.
- 4) Reviewing and adopting the *Entry-To-Practice Competencies and Standards for Canadian Dental Hygienists*.
- 5) Developing orientation guidelines for new council members.
- 6) Reviewing various scopes of practice questions that arose.

- 7) Continual review of policies to ensure that the College is functioning in accordance with legislation and regulations and elicit any recommended changes as needed and communicating with our members and public.
- 8) Recruitment of the New CDHM ED/Registrar. Recruitment of the Interim Registrar, Patti Hawthorn during the transition.
- 9) Supporting the WISH Clinic student presentation in Scotland.
- 10) Opportunity to participate with the National Dental Hygiene Certification Board meetings held in Winnipeg in September 2010.
- 11) Implementation of different projects through the Extended Practice Program with the focus on access to care and a study group has been started in collaboration with MDHA.
- 12) Various liaison activities with the Winnipeg Regional Health Authority and making the connections with other professions and government.

- **Registrar's Report: *Stephanie Gordon***

Report summarized. Stephanie gave a short synopsis of her past work history, noting her experience in both the public and private health sectors. She indicated that she has spent a considerable amount of time getting to know the CDHM legislation, the regulations, the competencies and the practice standards. She has networked and met with colleagues in the oral health community, CDHM's legal counsel, MDA ED, Registrar and President and quite a few faculty members at the University of Manitoba, School of Dental Hygiene. She also spoke of the implementation of the Continuing Competency Program, and her meetings with the Fairness Commissioner and Manitoba Health. She supplied the status of the financial position of the College which was reviewed externally by Robert Yamashita and the finances were found to be in accordance with Canadian generally accepted accounting principles.

No questions.

- **Continuing Competency Program Coordinator's Report: *Sheryl Sloslower***

Report Summarized. Sheryl extended thanks to the membership, Kellie and Stephanie, to the CCP committee, Joanna Asadoorian, CDHM Council, Virginia Bagshaw and the MDHA. The report began with the timeline beginning with the Open Forum Feedback Session, held on Feb 6, 2010 and ending with year 2 deadline of Apr 30, 2012.

Overview of year one outlining all the processes included the feedback assessment guidelines and the declaration. Overview of CCP year two outlined options 1 and 2. The CCP report ended with discussion of the Quality Care website and the Neil John McLean Library.

Questions from the floor:

1. Registrant: How many CCR's are required? Answer: Only one is required for the inaugural year.
2. Registrant: Will taking a course count towards the CCR? Answer: Yes, it will count as 1 activity towards the CCR.
3. Registrant: Is PAR compulsory? Answer: The PAR is optional for the inaugural year.
4. Registrant: Will attending the AGM count towards the PAR? Answer is yes.

• **Complaints Committee: *Cindy Isaak-Ploegman***

Report Summarized. Cindy introduced herself and informed the members that Lisa Grayson and Kelly Tye-Vallis are the other 2 members on this committee. One year ago 2 anonymous complaints were received. The challenge that was difficult for the committee was – who is lodging the complaint- The public or a co-worker? Is it because of incompetence or for other reasons?

The 1<sup>st</sup> anonymous complaint was in regards to a person who was practising as an RDH, for 10 years, without being registered with the College. This is a clear contravention of the Act. With legal counsel consultation the Complaints Committee wrote a letter to the individual in question and required that she cease practising as an RDH or register at with the CDHM. At this time the individual gave notice to her office of employment and did not continue practising. It was determined that the College could not publish the person's name because of the informality of the process. If the person was causing harm to the public then legally the College could pursue further.

The 2<sup>nd</sup> anonymous complaint was in regards to infection control practices and billing practices of an RDH. This was also resolved informally.

As well, the Complaints Committee sent 2 letters to registrants regarding fraudulent CPR submission. As an outcome both registrants were censured.

Questions from the floor:

1. Registrant: Aren't dentists supposed to go online to the CDHM website to check the Registry of Registered Dental Hygienists? Answer: Yes.
2. Registrant: If a Dental Assistant Phase III has her scaling module what does she call herself? Answer: Dental Assistant Phase III - they cannot call themselves a Registered Dental Hygienist.
3. Registrant: Does the College have responsibility to the MDA to inform them that a dentist falsely employed someone who did not have a licence? Answer: Yes and it was reported.

- **CDHM *Connections* Newsletter Coordinator's Report: Tara Kinchen**

CDHM Connections is published 3 times a year. The intent of the publication is to focus on responsibility of safe and competent care. Each issue is also available on the CDHM website. New topic suggestions are always welcome.

## **5. By-laws Changes: Discussion & Vote**

### Article XI: Code of Ethics

In accordance with Section 55 of the Dental Hygienists Act, "The College may, by resolution passed at a general meeting, adopt a code of ethics governing the conduct of members." Council is proposing to the membership that the CDHM adopts the CDHA's Code of Ethics with the by-laws being revised accordingly.

- Motion: The CDHM adopts the CDHA Code of Ethics into its by-laws.

**Moved:** Laura McDonald

**Seconded:** Cindy Isaac-Ploegman

**Carried**

## **6. Election of New Council Members**

Patti Hawthorn thanked all members of Council for their continuing efforts with the College. Salme Lavigne, Barb Belcher and Christine Ronceray are outgoing council members.

Three CDHM registrants had submitted their names for the two vacant positions on Council, Nadine Cartman, Andrea Fruehm and Colleen Henzel. Colleen Henzel has since withdrawn her name from the nomination slate.

Patti reviewed the roles and responsibilities of CDHM Board members with the membership. Nominees Nadine Cartman and Andrea Fruehm presented their biographies to the membership. Ballots were distributed for election of 2 new board members.

## **7. Presentation: Dental Hygiene Practice in Canada and Manitoba – Mickey Emmons-Wener**

### **Activity: Identifying Opportunities and Barriers**

#### **Presentation:**

Mickey provided a Power Point presentation regarding supervision and self-initiation.

#### **Activity:**

An ownership linkage activity was performed at this time to acquire feedback regarding opportunities and barriers of the current Dental Hygiene legislation and regulations. Scenarios were provided at each table with 4 different questions regarding opportunity and barriers.

Questions from the floor:

Registrant: How do we get remunerated? Answer: MDHA is working on a fee guide.

**8. Presentation: The Dental Hygiene Clinical Component of WISH: A Model for the Inclusion of Dental Hygiene and Increased Access to Care – Kyle Conrad**

The WISH Clinic is affiliated with the University of Manitoba. It operates within the Point Douglas community, which has the lowest access to care population. Important component of the clinic is to build in sustainability.

**9. Presentation: The New Electronic National Dental Hygiene Board Exam – Doris Lavoie, NDHCB Executive Director**

The government of Ontario with CDAC is in the process of closing unaccredited dental hygiene schools in Ontario.

There have been new developments within NDHCB ie: online applications and preparatory tests.

Invigilators were hired and trained by exam publisher: Pro-Exams which is a Canadian Company.

The NDHCB has linked with new writing centres that are within 100 kilometers of any accredited dental hygiene institution.

The College of Dental Hygienists of British Columbia is creating, with the NDHCB, a quality assurance assessment for all practising registrants: Quality assurance assessment is being developed. NDHCB may also consider using this assessment for re-entry into the province, similar to the prep test.

**10. Other Business**

Election results were announced by the Chair. Nadine Cartman and Andrea Fruehm were both voted in as CDHM Council members for the 3 year term 2010 – 2013.

No other business stated.

**11. Adjournment**

Motion to adjourn at 12:07 p.m.

**Moved:** Kathy Griffiths

**Seconded:** Joanna Asadoorian