



Using Volunteer Hours Towards the Currency Requirement (Hours of Practice)

One of the requirements for registration with the College of Dental Hygienists of Manitoba (CDHM) is 600 hours of dental hygiene practice within the three years immediately preceding your application/renewal of practising registration*. Applicants who have graduated from an accredited dental hygiene program within the past 12 months are not required to meet this requirement. In some situations, hours of dental hygiene service provided as a volunteer can be counted towards the 600 hour currency requirement.

*400 hours if you graduated within 24 months.

I work part-time and anticipate having difficulty maintaining 600 worked hours over the next few years. Can the volunteer work that I do be counted towards the 600 hour currency requirement?

Perhaps, but there are a number of requirements:

- You must be on the register of practising members of CDHM at the time the volunteer hours are worked.
- Your volunteer work must be pre-approved by CDHM.
- The volunteer service you provide must be directly relevant to the practice of dental hygiene.
- The organization you volunteer for and the clients you interact with (if applicable) must understand and acknowledge that you are providing dental hygiene service. A formal role-description is helpful.
- Volunteer hours may be used to meet no more than 50% of the currency requirement in the 3 year practice hour timeframe immediately prior to the registration year.

Is there a specific process for using volunteer hours towards the currency requirement?

You must make a request in writing to CDHM. Any volunteer work that you intend to use towards the currency requirement must be approved by CDHM prior to when the hours are accrued. In some situations if volunteer dental hygiene service has been provided outside Canada, it may be possible to have this work approved after the fact.

I volunteer on the board of CDHM or Manitoba Dental Hygienists Association (MDHA). Can I count this time?

Yes. Though you must be prepared to provide documentation from the organization supporting the time that you've spent volunteering in this capacity, if requested. However, if you are claiming these hours as volunteer time you will be unable to use the claimed hours as part of your Professional Activity Record of the Continuing Competency Program.

What types of volunteer hours are typically approved?

CDHM has pre-approved some volunteer activities such as providing dental hygiene care: at Siloam Mission, for oral health presentations and by volunteering with CDHM, MDHA, and/or Canadian Dental Hygienists Association (CDHA).

How do I provide proof of having completed volunteer work?

You will be asked to submit a record of the hours of volunteer service, signed by the program manager or supervisor, to the CDHM.

Are there other specific requirements?

You must be able to meet other relevant registration requirements such as abiding by the CDHM Code of Ethics, maintaining continuing competency requirements and carrying adequate malpractice insurance coverage. Volunteer hours must constitute no more than 50% of the currency requirement in the 3 year practice hour timeframe immediately prior to the registration year.

For more information, please contact CDHM at (204) 219-2678 or by email at cdhm@cdhm.info