



Ensuring the public has access to safe, competent dental hygiene care and expertise that contributes to improved oral and overall health.

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Library Workshops and Survey

Janet Rothney will be conducting 3 library sessions in the computer lab at the Neil John Maclean Library, which holds 15 people. She will review how to access the University of Manitoba Library resources and basic searching in PubMed. If you plan to attend these sessions, or would like to arrange a group session for a different time, please contact her by email or phone.

Searching for the Evidence - Basics

Feb 10 (Wed) 7:00pm - 8:30pm
Feb 20 (Sat) 10:00am - 11:30am

Searching for the Evidence - Advanced

March 5 (Sat) 10:00-11:30am

Janet is also looking for your input into how these sessions are offered in the future. **Please fill out [this short survey](#) to contribute your thoughts!**

Janet Rothney
Dentistry Librarian
Neil John Maclean Health Sciences Library
University of Manitoba
204 - 789-3656
janet.rothney@umanitoba.ca



CDHM Council Members at the Annual General Meeting, October 2015



Registrar's Report - Stephanie Gordon

Out with the Old and in with the New

"As long as you keep on walking on the old paths, you will never have footprints on the new paths!"
— [Mehmet Murat ildan](#)

With the new year of 2016 already in full swing, I am pleased to say that our new on-line renewal system was a roaring success. Of course, there were challenges along the way but there were also opportunities. Some of the challenges included: logging into the system, uploading documents and entering employment information. Some of the opportunities included: connecting one-on-one with our registrant base, honing new skills and spending time outside of our comfort zone.

We would like to take this opportunity to thank all our registrants for their co-operation in the inaugural year of our online registration system.

All the staff at the CDHM were very impressed with your willingness to learn this system and get your renewals in on time. We have enjoyed working with you and were pleased to see some of our registrants making use of the College's in-office computer resources. These resources supported registrants in completing the online registration submission in a timely fashion. To date, administration staff at the CDHM have helped, in-person, over 20 registrants walk through the system. I believe the help that the CDHM provided to its registrants created a sense of relief to these registrants.

As of the December 1, 2015 renewal deadline, 710 registrants had applied and been approved through this new system. However, most significantly, over 99.5% of the registrant base used our new system to apply in this inaugural year! This is a true testament of mind over matter when it comes to embracing new processes. To date 694 registrants have been approved for practising registration and 59 have been approved for non-practising registration. There are still at least 10 outstanding registrations which will be receiving their 'cancellation for non-compliance' letter shortly.

Some of the many benefits of this system include a reduced amount of errors made on applications/renewals, as well as a significant decrease in: processing times, printing costs, handling of hard currency and human resources capacity required to process all the paperwork. Let alone the number of trees that were saved with a paperless system! As well, from a risk management perspective, all information will be held electronically, therefore, the chance of compromising confidential information will be significantly decreased. Outsourced IT support will be used less frequently to generate emails as the new system has the capability of creating and sending group emails. As you may not be aware, you can now update all of your contact information by logging into your profile, this permits the contact information for all registrants to be automatically updated by you. The new system is adaptive and has additional capabilities that may be of value to the CDHM in the future, such as CCP and Ethics & Jurisprudence modules.

The CDHM looks forward to a productive 2016 and wishes all registrants a healthy a prosperous year ahead!

Sincerely,
Stephanie
Stephanie Gordon BA, RDH
CDHM Registrar/Executive Director



UPCOMING MEETINGS

CDHM/MDHA COLLABORATIVE MEETING: FEBRUARY 1, 2016

OFFICE OF THE MANITOBA FAIRNESS COMMISSIONER MEETING: FEBRUARY 25, 2016



Chair's Message - Alayna Gelley

It has been my pleasure to serve on the CDHM Council for the past 4 years; 2 years as a Council member and the last 2 years as the Vice-Chair. Now in my 5th year of service to the CDHM, I am honored to be able to introduce myself as the new CDHM Council Chair for 2015-2016.

It has been immensely beneficial, as I now fulfill the Chair's responsibilities, to have been able to work with all three of the previous Council Chairs who have guided the College with their experience, wisdom, and dedication. The entire CDHM Council is a team of dedicated professionals from many different fields who selflessly invest so much of their personal time and energy, knowledge and skills, to collectively promote the functioning of the College at the highest level.

It has been a wonderfully intense learning experience as a CDHM Council member. A council member has multiple responsibilities; to the general public, to the dental hygiene profession, and to the other board members. A highly functioning council requires members who are knowledgeable in the areas of board responsibilities, policy governance, and regulation.

My experience as a dental hygienist has been quite varied over the past 32 years of my career. I've been a clinical practitioner, clinical instructor, accreditation site surveyor, and I am currently a senior examination committee member for the National Dental Hygiene Certification Board.

I have also spent the last several years as a BScDH and MEd student. Education is integral to the maintenance and growth of a dental hygiene professional. It is also necessary for the development and growth of our council members. The CDHM recognizes this and includes professional education in its budget so that council members can attend courses that expand their knowledge and skills in areas that are not necessarily acquired in the practice of dental hygiene, but are necessary for the success of the College. It is to the benefit of the dental hygiene profession as a whole to have a council that understands its roles and responsibilities and meets its obligations as a self-regulating body.

I look forward to learning more about good governance as I guide the CDHM Council through the next year. I am also the person to contact for anyone who would like to communicate with the Council. If you have any questions or comments, please don't hesitate to contact me at councilchair@cdhm.info.

Sincerely,

Alayna

Alayna Gelley, BSc(DH), RDH
CDHM Council Chair

UPCOMING MEETINGS

COUNCIL:
FEBRUARY 22, 2016

ANNUAL GENERAL MEETING:
OCTOBER 22, 2016





Communicating Through Social Networking Sites: A Perspective from your Deputy Registrar

Becoming an oral health professional requires one to apply ethical decision making skills and demonstrate high standards of professionalism in practice, including the way professionals present themselves to the public.¹ As technology use increases, all oral health professionals must be conscious of professionalism in their face-to-face interactions and in the electronic environment. With social media becoming an ever-growing part of personal and professional communications, the dental hygienist must be aware of the importance of posting unprofessional content on social networking sites (SNS).¹

The College of Dental Hygienists of Manitoba (CDHM) has the responsibility to inform its registrants that a registrant's conduct, including the use of social media, must meet the commitment of professional conduct outlined in the *CDHM Dental Hygienists Act and Regulations, CDHM Practice Standards, Competencies and By-Laws, CDHA Code of Ethics*, and all Federal and Provincial privacy legislation.²

Social media can benefit oral health care professionals in a variety of ways such as: fostering professional relationships, educating clients and other health care professionals, disseminating information, and in facilitating communication with colleagues, clients and family members.³⁻⁴ SNS are often areas where social and professional environments collide.¹ The line between public and private, professional and personal is easily blurred.⁴ When using social media for professional and personal purposes, the dental hygienist must maintain professional boundaries, prevent conflicts of interest, prevent breaches of confidentiality, and at all times uphold trust and confidence in the profession.⁴

Many professionals have misunderstood social media to be void of professional conduct expectations.² However, it is imperative that you protect your professional reputation by being judicious and discreet. Do not post anything on your site or your friends' sites that you would not want a prospective client, colleague, or employer to see. Derogatory comments, revealing or risqué photos, foul language and crude jokes can all be viewed as a reflection on your character, and by extension, your profession.²

SNS are defined as web-based services that allow individuals to create a profile, articulate a list of other users with whom they share a connection, and view information from others who have similar connections. Of the many types of SNS, Facebook is the most popular.¹ I highly encourage you to set your profiles to 'private', so only friends of your choosing may view your posts. Check your profile regularly to see what others have posted about you, and remove postings that could be considered inappropriate. When you find information you feel could be detrimental to your reputation and your career, make sure it is removed immediately by informing the person who posted the unsuitable information.

Due to a recent Facebook posting, a nurse from Prince Albert, Saskatchewan is facing charges of professional misconduct by the Saskatchewan Registered Nurses' Association (SRNA). Her grandfather died in January 2015 and the following month she posted a comment on Facebook criticizing and applauding the efforts made by the palliative care staff at St. Joseph's Health Facility. Consequently, a nurse and an employee at St. Joseph's Health Facility reported her Facebook comments to the SRNA.

Universities across the country are also facing issues related to inappropriate postings on Facebook that include racism, sexism, hateful comments and threats about students and professors. Many of the students responsible for these postings have been expelled, suspended, or charged with violating student codes of conduct. Unfortunately, the health professions are not immune to this type of social networking controversy as evidenced by the University of Dalhousie, Faculty of Dentistry incident.

The CDHM does not monitor personal profile pages. However, should a complaint be brought forward about the content of the registrant's personal profile, legislation requires that an investigation must take place. Most importantly, make sure the content you post is not going to put you at risk of a complaint.

May your new year be filled with prosperity, dreams and good health!

Sincerely,

Sheryl

Sheryl Sloshower, RDH, BSc(DH)
CDHM Deputy Registrar

References can be found on page 5...

A New Addition to the Continuing Competency Program: The Self-Assessment Tool

The Self-Assessment Tool is designed for use in all dental hygiene practice environments as a user-friendly addition to the *College of Dental Hygienists of Manitoba Practice Standards and the Continuing Competency Program*. The Self-Assessment Tool will assist the dental hygienist in assessing one's dental hygiene practice in order to determine a specific continuing competency goal and to provide direction in the selection of appropriate continuing competency activities. Using practice standards can be helpful in determining professional strengths and weaknesses and directing one's continuing competency goals. Registrants determine if they have competency in the specific item or if additional development is required. Where additional development is required, the dental hygienist is cued in to develop a corresponding continuing competency goal.

At this time, the Self-Assessment Tool is **optional**. The tool is located on the CCP website as a **fillable** PDF form under a tab called: Self-Assessment Tool.

Please note: when the Self-Assessment Tool is used to determine the professional need, please provide the CDHM with the completed tool, and identify the standard in the Goal Development and Activity Planning section of the Continuing Competency Record.

Regulated Health Professions Act Committee Update

The RHPA Working Group has been officially restructured to become the Regulated Health Professions Act (RHPA) Committee of Council, which closer aligns with the work that the Committees of Council perform. Creating a formal report for Council to submit to the government in preparation for regulations under the RHPA according to the directive of Manitoba Health remains the primary goal. This report will focus on the Reserved Acts which are various professional responsibilities, treatments, and procedures that have the potential to harm individuals if carried out improperly. Those acts pertinent to the scope of practice of Registered Dental Hygienists have been identified. A comparative scan of the former and proposed legislation was conducted, itemizing all changes in the proposed legislation and ensuring that this draft will contain all items from the proposed and former legislation that need to be addressed.

The Reserved Acts Subcommittee will prepare an evidence based draft consistent with the format that has been established by the government for the RHPA Committee to review. The committee will then make a recommendation and present the work to Council.

The Code of Ethics subcommittee was tasked with reviewing documents from other jurisdictions to create an outline for a Manitoba document and the draft and the process of writing this draft is underway.

All Subcommittees and parties of interest are in agreement that it is important to promote the consistent use of the terminology such as Registered Dental Hygienist (RDH) rather than just dental hygienist.

On a final note, Mickey Wener has decided to focus her time and energy on a new granddaughter and has resigned from the Reserved Acts subcommittee. Congratulations and thanks to Mickey for the leading the way in this work.

Sincerely,

Betty Ann

Betty Ann Zegarac, BN, MA Ed.
CDHM RHPA Committee Chair

References (continued from page 4)

1. Henry R, Molnar A. Examination of social networking professionalism among dental and dental hygiene students. *Journal of Dental Education*. 2013 November;77(11).
2. Walker B. Communicating through social media: A regulatory perspective. *College of Registered Dental Hygienists of Alberta InTouch Newsletter*. 2013 July:8.
Available from: http://www.crdha.ca/media/17100/in_touch_july_2013_final.pdf
3. The College of Licensed Practical Nurses of Nova Scotia. Position statement social media.
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4. College of Occupational Therapists of Ontario. Practice guideline: using social media.



HR Corner - Donna Dowie



Leading by Example

A good leader inspires people to have confidence in the leader, a great leader inspires people to have confidence in themselves. ~Lao Tzu

Congratulations to all of the successful 2016 renewal of registration members! This year was slightly challenging due to the new computer management system but overall the CDHM staff thought you all did an excellent job. Your suggestions and feedback on the new system will be taken into consideration to make future renewals as stress-free as possible.

During the registration period, I heard from appreciative registrants on how dental hygienists, in their offices, had guided them and their colleagues through the new process. These dental hygienists have demonstrated leadership attributes that shows a sense of self-confidence that is admirable. To be an effective leader, there are different leadership characteristics to use in different situations. Leadership skills can be incorporated professionally as well as personally.

The following is an overview of some different leadership styles that may be practiced at work or at home:

The Pacesetter Leader: believes and models authority and self-direction. If this style was a statement, it would be "**Do as I do, now.**" The pacesetter style works best when the team is already motivated and trained, and the leader needs fast outcomes. When used extensively, this style may overwhelm employees and slow down productivity.

The Authoritative Leader: organizes the team toward a shared idea and stresses on end objectives, leaving responsibility to each person. If this style was a statement, it would be "**Come with me.**" The authoritative style works best when the team needs new goals or when supervision is not required. Authoritative leaders are not suitable when the leader is working along a group of subject matter experts who know more than him or her.

The Affiliative Leader: works to create responsive links that bring a feeling of belonging to the organization. If this style was a statement, it would be "**People come first.**" The affiliative style works best in times of anxiety, when teammates need to rebuild trust. This style should not be used solely, because constant praise and encouragement can produce average work performances and a lack of direction.

The Coaching Leader: develops individuals for the future. If this style was a statement, it would be "**Try this.**" The coaching style works best when the leader wants to support employees and build long-term personal strengths that make them more successful. It is *least* effective when the team is non-compliant and unwilling to learn, or if the leader lacks skill.

The Coercive Leader: stresses immediate compliance. If this style was a statement, it would be "**Do what I tell you.**" The coercive style is most effective in times of crisis, such as in a company turnaround or during an actual emergency like a hurricane or a fire. This style can also help control a defiant coworker. This style should be avoided in almost every other circumstance because it can isolate people, decrease productivity and creativity.

I encourage you to embrace these leadership styles so you can motivate yourself, your colleagues and be the best you can be for your client's wellness. I wish you all continued success in 2016!

Sincerely,

Donna

Donna Dowie

Administrative Assistant to the Registrar

Available from: <http://www.fastcompany.com/1838481/6-leadership-styles-and-when-you-should-use-them>

University of Manitoba, School of Dental Hygiene Alumni of Distinction Award

Terms of Reference and Nomination Protocol

Background:

In 2002, the School of Dental Hygiene approved the creation of a special award to acknowledge the professional achievements of program graduates. As such, the Alumni of Distinction award is given out annually to those who have served the profession and the community in an exemplary manner and, through these efforts, has made a noticeable and positive impact.

In addition to acknowledging exceptional professional conduct and achievement, the Alumni of Distinction award ideally heighten the profile of the institution while serving as an incentive for program graduates and to foster better relations between alumni and the School of Dental Hygiene.

The Award:

Alumni of Distinction awards are exclusive to graduates of the School of Dental Hygiene at the University of Manitoba. This designation is reserved for those who, through their conduct and career development, have distinguished themselves as exemplary models of the profession.

Those who are so recognized will be acknowledged through the formal presentation of the Alumni of Distinction award. This will be in the form of a plaque, certificate or other such similar acknowledgement that would be consistent with the high standard that is implied with this award, and will be presented through a special event convened in conjunction with the Faculty of Dentistry and the School of Dental Hygiene.

Selection Process:

The Alumni Relations office of the Faculty of Dentistry will issue an annual call for nominations for the Alumni of Distinction award for the School of Dental Hygiene with this call disseminated through all appropriate channels.

Nominations may come from anyone; however each must be supported through accompanying nomination form, as made available through the School of Dental Hygiene. An appropriate length of time will be allowed in order for nominations to be received from the general community.

The UMSDHAA selection committee will consist of:

- Director of School of Dental Hygiene
- Faculty Representative for the University of Manitoba School of Dental Hygiene Alumni Association
- President of the UMSDHAA or appointed member of executive committee
- MDHA representative
- Executive Director/Registrar of College of Dental Hygienists of Manitoba

Other considerations:

- The Chair shall be responsible to set and chair and the meeting and organize documents for committee members to consider a week prior deciding the final vote. In the event of a tie between two nominees, the chair is to set the deciding vote.
- All information submitted will be kept confidential by the selection committee and nominators are asked to do likewise to respect privacy. As such, nominees should not be told of their nomination.
- Late nominations may be carried forward and treated as a submission for the succeeding year
- Nominations will be maintained on file for two years, after which a new nomination must be completed.
- Each year's recipient will be notified in a timely manner through the School of Dental Hygiene and subsequently invited to the presentation ceremony event.
- The recipient must be present to receive the award except in an exceptional circumstance live time presentation using Skype or a similar technology will be arranged.
- Awards will not be given out posthumously.

Nominations are now open for the University of Manitoba School of Dental Hygiene Alumni of Distinction Award!

Please see page seven for the complete terms of reference and nomination protocol.

For more information contact:
Lorraine. Glassford@umanitoba.ca.

Deadline for completed forms is April 4, 2016.

Be sure to mark your calendars for September 2016 so you don't miss attending the Alumni of Distinction Gala. Watch for future issues of your Alumni Faculty Bulletin for more details.



You're invited to a
PAINT NITE FUNDRAISER
for
**University of Manitoba
School of Dental Hygiene
Alumni Association**

Help us raise funds for what we are passionate about - connecting Alumni, Students and Friends in lifelong support of the University of Manitoba, School of Dental Hygiene and each other.

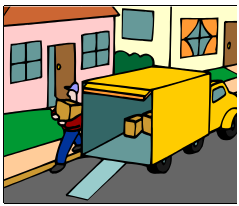
Barley Brothers
655 Empress Street
March 24, 2016
6:45pm - 9:00pm
\$45 per ticket

Join Us!

Sign up now at:
<http://paintnite.com/pages/events/view/winnipeg/1042712>
or contact:
UMSDHAA@outlook.com
or any UMSDHAA member

PaintNite
Drink Creatively

PaintNite.com



Are you moving??

Change of Address Notification

It is imperative that registrants of the College Dental Hygienists of Manitoba (CDHM) ensure that their mailing and emailing addresses are always current. Incorrect or out of date addresses can lead to missed mailings which may include important notices and documents. Address changes must be submitted in our new online system **within 30 days of changes** as per by-law 2.1.



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