



**Dental Hygiene Practice Owner/Operator Notification and Declaration for Opening, Changing, or Closing a Practice**

As per CDHM Bylaw 2.4 RDHs must disclose owning/operating, changing, and closing a dental hygiene practice to the College.

This form must be completed and submitted no less than 90 days prior to opening, changing or closing a practice.

Registrant name:

Phone number of the Dental Hygiene Practice:

Email address of the Dental Hygiene Practice:

Full business address of the Dental Hygiene Practice:

Names of any employees, or other registrants practicing at the same Dental Hygiene Practice:



**Declaration** (Read and Sign)

I understand that I am accountable, and it is my professional responsibility to:

- i Demonstrate compliance with federal, provincial and municipal laws in my dental hygiene practice policies and procedures. This includes compliance with the Dental Hygienists Act, Regulations, Practice Guidelines and Code of Ethics.
- ii Only perform those dental hygiene scope of practice services that I am legally permitted and competent to perform when it is safe and appropriate to do so.
- iii Keep the employer information on my CDHM profile up to date with my self-employed information.
- iv Maintain and be prepared to submit upon request, up-to-date service/procedure description of my dental hygiene practice.
- v Have a third party (accountant, lawyer) available to verify self-employed practice hours if requested by the College.
- vi Notify the College if the summary of the services/procedures provided in my dental hygiene practice substantively changes.
- vii Notify the College when closing, leaving, or moving my self-employed dental hygiene practice.
- viii Provide the College with any other information related to my dental hygiene practice that may be requested by the Registrar.

Registrant Signature:

Date: