

British Columbia College of Oral Health Professionals

**Dental Hygienist
Initial Registration
Information Guide**

In order to practice dental hygiene in British Columbia, applicants must be registered with the British Columbia College of Oral Health Professionals (BCCOHP).

The classes of registration available are as follows:

REGISTERED DENTAL HYGIENIST REGISTRATION

Registered Dental Hygienist registration is for dental hygiene graduates planning to practice in British Columbia who meet ALL of the following requirements as per part 6.10 of the BCCOHP bylaws:

- Graduation from a dental hygiene education program listed in Schedule C of the BCCOHP Bylaws* or listed on the Temporary Approved List. For a current list of programs listed on Schedule C and for Approved Dental Hygiene Programs outside of BC, please visit the BCCOHP website at: <https://oralhealthbc.ca/about/authority/>
- Certification by the National Dental Hygiene Certification Board of Canada (NDHCB);
- Commencement of the Quality Assurance Program (QAP) assigned upon registration. For more information, please see page 3.
- Completion of the Jurisprudence Education Module (JEM). Information on accessing the JEM will be emailed to applicants upon submission of their online application. See page 4 for more information on the JEM.
- Proof of possession of professional negligence insurance in the amount of \$1 million per occurrence; If you are currently registered in another jurisdiction and currently have CDHA insurance, please contact CDHA directly to discuss your membership options.

- Demonstration of good standing in every jurisdiction where currently or previously registered to practice dental hygiene or any other regulated profession (non-health care professions included), if applicable;
- Demonstration of good character, consistent with the responsibilities and standards expected of a registrant;
- Authorization for a criminal record check;

DENTAL HYGIENE PRACTITIONER (DHP) REGISTRATION

In addition to the registration requirements outlined above under the Registered Dental Hygienist class of registration, applicants to the DHP class of registration must have a minimum education level of a bachelor's degree in dental hygiene from a BCCOHP approved institution.

There is an alternate pathway to apply to the DHP classification for current RDH registrants who hold a BCCOHP-approved, non-dental-hygiene bachelor's degree. If registrants are interested in pursuing this pathway, they should contact the registration department for more information.

Only dental hygienists registered in the Dental Hygiene Practitioner (DHP) class of registration are authorized to own and operate a private dental hygiene practice in BC.

LOCAL ANESTHESIA ADMINISTRATION CERTIFICATION (C)

For those applying to have local anesthesia (LA) administration certification (C), the following is required:

- Successful completion of a BCCOHP approved local anesthesia course, or the local anesthesia education included in all BC dental hygiene programs, and
 - (i) eligibility to perform local anesthesia within the past five years; or

- (ii) successful completion of a BCCOHP approved local anesthesia refresher course within the past five years, if applicable;

Graduates of Programs not listed in Schedule C or the temporary Approved List:

Graduates from dental hygiene programs not listed in Schedule C or under the list of Approved Dental Hygiene Programs outside of BC may still apply for registration by meeting the requirements of part 6.10(1) of the BCCOHP bylaws as well as meeting the requirements of part 6.10(3). This includes successful completion of the Canadian Performance Exam in Dental Hygiene (CPEDH).

Agreement on Internal Trade

If the applicant is currently registered in good standing in the 'Registered Dental Hygienist category or equivalent in another Canadian jurisdiction recognized under the Agreement on Internal Trade (AIT) they are eligible to register in BC without being required to take any additional examinations prior to registration.

All information required regarding registration in good standing and AIT is requested in the Registration Application. Please review the Registration Application carefully and provide all information required regarding registration in another Canadian jurisdiction. The BCCOHP will require a valid letter of good standing from any and all jurisdictions where the applicant has been registered to practice dental hygiene. All applicants must notify BCCOHP of all jurisdictions in Canada and internationally where they have been registered to practice dental hygiene.

New Registrants' Participation in the Quality Assurance Program (QAP):

All new dental hygienist BCCOHP registrants must commence a Quality Assurance Program (QAP) upon initial registration.

BCCOHP is required under the *Health Professions Act* to establish a Quality Assurance Program (QAP)

to ensure public protection. The QAP will provide registrants with a **five-year cycle** during which time they must complete **75 hours** of Continuing Competency credits to maintain their practicing status. All registrants in a practicing category must participate in the QAP. The QAP Assessment Tool is an online tool that must be completed by registrants at the beginning of their five-year QAP cycle. The results of the Assessment Tool will help define the registrant's Online Learning Plan (OLP). The OLP has been developed as part of the QAP as a useful mechanism that provides feedback and support for personal and professional development. The OLP is a place for registrants to create learning goals, develop action plans, record Continuing Competency credits, and reflect on learning. All registrants have their own online personal profile which can be accessed through the BCCOHP website and serves as a place for registrants to update information, access their OLP, and renew registration each year.

Recent Graduates in the Quality Assurance Program (QAP):

Recent Graduates are defined as applicants who have graduated from an accredited dental hygiene program and have passed their National Dental Hygiene Certification Board (NDHCB) Examination within one year of applying for BCCOHP registration, and who have never been previously registered to practice dental hygiene in any other jurisdiction. Given the recent completion of the NDHCB Examination, applicants classified as **recent graduates are exempt from completing the QAP Assessment Tool upon registering with the BCCOHP**. Instead, upon registration applicants classified as recent graduates will commence a 5-year QAP cycle with an Online Learning Plan (OLP) comprised of four prescribed content categories that must be addressed through their Guided Learning Plan.

Registrants from Other Jurisdictions and Non-Recent Graduates in the Quality Assurance Program (QAP): Applicants previously registered in

other jurisdictions and those not classified as a 'recent graduates' **must complete the online QAP Assessment Tool within 60 days of being granted registration to practice dental hygiene in BC. Failure to complete the QAP Assessment tool within 60 days of the initial date of registration may result in suspension of registration.**

For more information on the Quality Assurance Program, please review the [QAP Information Guide](#).

Jurisprudence Education Module (JEM)

The Jurisprudence Education Module (JEM) provides education and information on the legal framework that governs dental hygiene practice in BC. The JEM includes an overview of the BC Dental Hygienist Regulation, BCCOHP Bylaws, Practice Standards, Scope of Practice and ethical obligations of registrants.

The JEM is an online learning module that can be accessed once you submit your online application with BCCOHP. All dental hygienist BCCOHP registration applicants must complete the JEM as part of the required documentation for their application. For more information, please visit: <https://oralhealthbc.ca/practice-resources/quality-assurance/dh-qa/hd-education-module/>. Once you have been granted registration. The JEM will become part of your QAP and will need to be completed at least once during your QAP cycle.

Local Anesthetic Module

Registrants who are certified to administer local anesthesia must renew their certification (C) annually during the licence renewal period. Re-certification is required once every five years as part of the QAP cycle. More information about certification requirements is available on the [Certification to Administer Local Anesthesia webpage](#).

NON-PRACTICING REGISTRATION

Upon registration with the College in a practicing class, non-practicing registration is available to

dental hygienists who currently do not wish to practice dental hygiene.

A Non-Practicing registrant may apply to transfer to a practicing class of registration at any time, by providing proof of completion of all applicable requirements and paying the applicable transfer fee.

TEMPORARY REGISTRATION

Temporary registration may be available to dental hygienists who are registered in good standing in another jurisdiction, for the purpose of participating in or conducting an educational program sponsored by an agency approved by the Registration Committee. Applicants to the Temporary (Visitor) category may apply online using the BCCOHP Initial Registration Application. A letter of good standing from the other jurisdiction of registration is required. Temporary registration is valid for up to 30 days.

IMPORTANT INFORMATION REGARDING REGISTRATION:

- All applicants must submit a completed registration application online, submit all required documentation and payment of fees in order to be considered for approval. Only completed applications will be considered for approval.
- All applications take **2 to 6 weeks to process** from the date on which all complete and required documents are received.
- All initial registration applicants must provide a notarized copy of government issued photo identification.
- Registered Dental Hygienist and Dental Hygiene Practitioner registration applicants must submit **all following three fees for their College registration:** non-refundable application fee,

initial registration fee, and the annual registration fee. The annual registration fee is reduced to a half year annual registration fee between September 1st and March 31st each year.

- The registration application fees must be paid online by Credit Card (Visa, MasterCard), Visa Debit Card or Debit Card (Interac® Online) payment with an online application submission.
- Annual registration with the college is required. You will receive information on registration renewal each year. It is your responsibility to ensure you maintain current registration with the BCCOHP.
- As a result of the amalgamation and the creation of BCCOHP, the fiscal year will be changing, due to this change, any registrations during the 2022/2023 fiscal registration period will expire February 28, 2023. This means that for the period of February 28, 2023 – March 31, 2023 BCCOHP registrants will be required to register and pay for one month's registration. Prior to the new registration deadline of March 31, 2023. Failure to do so will result in a lapse in registration.
- A list of BCCOHP approved local anesthesia courses and their contact information is available on the BCCOHP website at: <https://oralhealthbc.ca/register-renew/registrant-classifications/hygienist/#CLA>
- The *National Dental Hygiene Certification Board of Canada* can be contacted as follows:
75-B Colonnade Road, Ottawa, ON K2E 0A8
(613) 260-8156 Fax: (613) 260-8511
Website: www.ndhcb.ca
- The *Canadian Dental Hygienists Association* is a possible source of professional negligence insurance and other benefits, and may be contacted as follows:
1122 Wellington St W,

Ottawa, ON K1Y 2Y7 Ph: (613) 224-5515 or 1-800-267-5235
Fax: (613) 224-7283 Website: www.cdha.ca

- The *British Columbia Dental Hygienists Association* is a provincial affiliate of CDHA and is a possible source of BC employment information and other member services, and may be contacted at:
#301– 9600 Cameron Street, Burnaby, BC V3J 7N3 Ph: (604) 415-4559 Fax: (604) 415-4579 Website: www.bcdha.bc.ca

**British Columbia College of Oral Health
Professionals**

Mailing Address

110 - 1765 8th Ave W
Vancouver, BC V6J 5C6

Main line: 672.202.0448
Toll free: 1.888.202.0448
info@oralhealthbc.ca
www.oralhealthbc.ca