

Expectations for clinical and ethical practice

Self-Assessment Checklist

Applies to Dentists



The British Columbia College of Oral Health Professionals (BCCOHP) was created on September 1, 2022 through the amalgamation of four health regulatory colleges: the College of Dental Hygienists of BC, the College of Dental Surgeons of BC, the College of Dental Technicians of BC, and the College of Denturists of BC. All current requirements for standards of clinical and ethical practice issued by the four colleges remain in place upon amalgamation. This document was created by the College of Dental Surgeons of BC and will be updated to reflect the amalgamation.

Self-Assessment Checklist

The following instructions are applicable to initial and annual self-assessments for moderate sedation, deep sedation, and general anesthesia (GA) facility owners. Facility owners are responsible for completing the self-assessments. They are welcome to complete the assessment with their staff, as all clinical sedation and/or general anesthesia team members are evaluated.

General Guide

Please ensure all documents are legible and complete, prior to submitting the self-assessment to the College. Incomplete submissions will result in delayed evaluation.

For electronic submissions, submit all documents in a single PDF, with the email subject as “[Self-Assessment – Facility Name](#)” (e.g., Self-Assessment – College Dental). If the file is too large to send via email, please contact sedation@oralhealthbc.ca.

Self-Assessment Package

- All sections of the self-assessment have been completed
- Assessment has been signed and dated by the facility owner or responsible dentist
- Facility information is accurate
 - Facility name – name as appear on signage
 - Full legal name for facility owner(s) - **do not** include corporation name.
 - Up-to-date primary email (correspondence and documents sent to it)
 - Registration numbers are accurate
- Full legal names provided for all clinical sedation and/or GA staff members
- Blank pages removed

Required Documents

Biomed

- Current copies of biomedical inspection reports and testing sheets mandatory for all equipment/medical devices utilized in sedation/GA operatories and recovery areas from facility owner’s service agents/technicians (within the last 12 months or as recommended by manufacturer, whichever most frequent). *Equipment and medical devices that are not in sedation/GA operatories or recovery areas are **not** required.*



Drugs

- Current drug inventory that includes expiry dates, dosage, quantity, and form (e.g. vials, ampoules, preloaded syringes, etc.). This list must include **all** drugs in the facility, including the O2 cylinder for emergencies.

Staff Credentials

The following documents are required for **all** (both permanent and contract) clinical sedation staff.

- Dentists** (moderate sedation, deep sedation, & GA providers)
 - Current BLS or equivalent
 - Current ACLS
 - Current PALS (if applicable)
- Dentists** (operating dentist only – i.e., *does not* provide sedation and only works on sedated patients)
 - Current BLS or equivalent
- Physicians**
 - Current Certificate of Professional Conduct (CPC)
 - *Note: Existing physicians (i.e., physicians who are not new and have had their credentials previously submitted to CDSBC) can submit screenshots of registration status from CPSBC website in lieu of CPC*
 - Registrants completing initial assessments **must** submit current CPC
 - Current hospital privilege **or** current BLS or equivalent + current ACLS and/or PALS + current difficult airway course
- CDAs/hygienists**
 - Current BLS or equivalent
 - Sedation certificate, if applicable (CDAAC, DAANCE, OMAAP)
- Nurses**
 - Current BLS or equivalent
 - Proof of active registered nurse registration

Staff who are in purely administrative roles are not required to have current BLS, but best practice. Facility owners are welcome to submit administrative staff's BLS and they will be kept with facility records. Please specify "admin. staff" on the staff list.



Please note that failure to submit a complete self-assessment could result in a change to your facility's compliance status.