

## Eligibility Policy for Committees and Advisory Working Groups

The BC College of Oral Health Professionals (BCCOHP) Board appoints committee and advisory working group members. Individuals applying for a BCCOHP committee or advisory working group must self-assess and confirm their eligibility as part of the application process. To be eligible to be appointed to a committee or an advisory working group, applicants must meet the following eligibility requirements.

### (1) Eligibility for Appointment

Applicants **may not** be eligible for appointment to a BCCOHP committee or working group if the individual:

- a) does not ordinarily reside in British Columbia (*Note: applicable to committee membership only*),
- b) is an employee of BCCOHP,
- c) at any time in the three years preceding the date they submit their application, has been an employee, board officer, board member or committee chair at, or held any other position of responsibility with an oral health association,
- d) on being appointed, would have a conflict of interest by virtue of having competing fiduciary obligations to BCCOHP and to another person or organization,
- e) has been suspended or removed from office as a board member or committee member of another college under the *Health Professions Act (HPA)* or *Health Professions and Occupations Act (HPOA)*, any other body, in BC or another jurisdiction that regulates a profession,
- f) is the subject of an order of or finding by any court, in Canada or another jurisdiction, that the person is incapable of managing their own affairs,
- g) is an undischarged bankrupt (is in the midst of a bankruptcy proceeding),
- h) has been a member of the same BCCOHP Committee for six consecutive years, and

- i) has been convicted of an offence in BC or another jurisdiction (*Note: conviction of an offence does not automatically disqualify an applicant from being appointed. Each applicant's background will be considered in relation to the specific requirements of the appointment.*)

## (2) Oral Health Professional Eligibility Criteria

In addition to the eligibility requirements above, BCCOHP registrants/licensees must meet the following eligibility criteria on the date their application form is submitted.

Applicants are **not** eligible to be appointed to a BCCOHP committee if the dental hygienist, dental technician, dental therapist, dentist, or denturist:

- a) is not in good standing,  
**“in good standing”** means that  
a registrant's/licensee's registration/license is not suspended, and there are no limits or conditions imposed on the registrant's/licensee's registration/license.
- b) is in default of payment of any fine, fee, debt or levy owing to BCCOHP,
- c) is the subject of an active administrative matter under section 107 of the HPOA, or an ongoing investigation under section 33 of the HPA or an open regulatory complaint under sections 119 or 120 of the HPOA,
- d) is named in a citation issued by the registrar under section 37 of the HPA or the director of discipline under section 164 of the HPOA,
- e) directly or indirectly owns a legal or beneficial interest in any voting shares of a health professional corporation that is named in a notice issued by the registrar under section 114(1)(a) of the HPOA, the subject matter of which is not yet resolved,
- f) is the subject of a hearing, either pending or underway, in BC or in another jurisdiction, that could result in the person's entitlement to practice as a health professional being cancelled, revoked, or suspended for any reason other than late payment or non-payment of fees,
- g) has given an undertaking or consent under section 36 of the HPA, or has been named in a consent order under section 37.1 of the Act or an order under section 39 of the Act,
- h) has been subject to a disciplinary order as defined in the HPOA,

- i) has had an entitlement to practise as an oral health professional cancelled, revoked or suspended in BC or another jurisdiction for any reason other than late payment or non-payment of fees,
- j) has voluntarily relinquished an entitlement to practise a profession in BC or another jurisdiction with the effect of preventing the commencement or completion of an investigation, review or other proceeding that could have resulted in the entitlement to practice or provide services being cancelled, revoked or suspended.

### (3) Board and Committee Representation

In accordance with section 359(4) of the HPOA and bylaw 3.02(4), the board must **not** appoint

- (a) a board member to:
  - the licence committee,
  - the permit committee
  - the investigation committee, or
  - the accreditation committee.
- (b) Subject to bylaw 3.02(9), a member of the investigation committee to any other committee.

### (4) Public Representation

In some cases, an applicant may be considered ineligible because the individual:

- (a) at any time in the three years preceding the date they submit their application has been an employee, board officer, board member, committee chair or a person in any other position of responsibility with a representative association or organization and have demonstrated:
  - i. an inability to separate the objectives of the representative association or organization from the objectives and mandate of BCCOHP and its committees;
  - ii. an agenda in the interest of the representative association or organization and/or the group of individuals that the association or organization represents and not the interest of the general public.

## (5) Investigation of Appointed Committee Members

At any time during which an appointed committee or advisory working group member is the subject of an active administrative matter under section 107 of the HPOA or an open regulatory complaint under sections 119 or 120 of the HPOA, they must not:

- (a) receive any information or documentation that is only provided to committee or advisory working group members because they are members,
- (b) represent themselves as a committee or advisory working group member,
- (c) participate as a committee or advisory working group member at a committee or advisory working group meeting.