

2025 Board Election

Nomination Application Package

This package includes:

- Election Information for Candidates
- Nomination Application Form
- Privacy Notice and Consent
- Candidate Declaration
- Nomination Form
- Final Checklist

Territorial acknowledgement

The offices of BCCOHP are located on the traditional, ancestral and unceded territory of the Coast Salish and Lekwungen Peoples, represented today by the Musqueam, Squamish, Tsleil-Waututh, Songhees and Esquimalt Nations. Acknowledging the territories and the original stewards of these lands is a fundamental responsibility of our organization and in keeping with our commitment to support the provision of safe, effective, culturally sensitive oral health care for people in British Columbia.

Board Election Information for Candidates

The BC College of Oral Health Professionals is governed by a 12-member board that includes six members of the public (appointed by government) and six oral health professionals.

An election will be run in early 2025 for two of the oral health professional board member positions for the term beginning April 1, 2025.

In this election period, certified dental assistants, dental hygienists, dental technicians, dental therapists, dentists and denturists are invited to consider nomination for the Board. There are two BCCOHP Board positions to be filled by oral health professionals (registrants or certified dental assistants) in the 2025 election – both with three-year terms:

- Certified dental assistant board member (3-year term with start date April 1, 2025)
- Board member who may be a registrant or a certified dental assistant (3-year term with start date April 1, 2025)

Those wishing to become a candidate for one of the available seats in the upcoming election should review the following application and consider their suitability, eligibility, and willingness to commit to meeting the demands of the role, as well as their grasp on BCCOHP’s [strategic plan](#) and vision to become a leading, modern regulator in a changing regulatory landscape.

Nominations for the two oral health professional board member positions are now open and will be accepted until 4:30 pm PT on January 1, 2025.

ELECTION TIMELINE: KEY DATES AND DEADLINES

Notice of election published	December 2, 2024
Nomination period	December 2, 2024 – January 1, 2025 at 4:30 pm
Voting Period (online)*	January 29, 2025 – February 10, 2025 at 4:30 pm
Announcement of election results	February 13, 2024 (anticipated)
Term of office begins	April 1, 2025
Orientation for new board members (mandatory)	May 2025 (TBD)
June Board meeting	June 19, 2025

**Note that all six types of oral health professional regulated by BCCOHP may vote for the two elected board member positions.*

Board Nomination Application Form

Nominations for the two oral health professional board member positions are now open and will be accepted until 4:30 pm PT on January 1, 2025.

CANDIDATE CONSIDERATIONS

As you complete this application form, please consider the following:

- BCCOHP benefits from the strategic oversight of a supportive board that has a clear understanding of its role, is transparent and accountable, and is committed to ensuring BCCOHP is well-positioned to serve the public by regulating 16,000 oral health professionals and deliver on the promise of modernized professional regulation of the oral health team.
- Board members are stewards of public trust: Every member of the Board has the same oversight duty to act in the interest of public protection and not as a delegate or representative of a constituency or interest group.
- The 3-year term lengths are subject to change should the government enact the *Health Professions and Occupations Act* (HPOA) prior to the term for these board member positions ending on March 31, 2028. For more information, please visit the [Superintendent's website](#) or the [Ministry of Health Professional Regulation website](#).

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

The application that begins on the next page is a fillable form. Sections of this application that will be posted on the election website are clearly indicated. Submissions will only be edited for typographical errors and cannot be revised following submission.

Remember to:

- Complete all sections.
- Download and type directly into the fields as indicated. Do not handwrite.
- Avoid jargon, abbreviations or acronyms in your responses.
- Adhere to the word limits where stated.
- Carefully review your completed nomination application.

1. CANDIDATE ELIGIBILITY

This section sets out questions based on the eligibility requirements set out in [section 2.03 of BCCOHP's Bylaws](#).

To help BCCOHP in assessing your eligibility, please answer the questions below.

1. Based on the open positions in this election, the following classes of oral health professionals regulated by BCCOHP are eligible for nomination. Are you currently registered or certified in one of the following classes?

- a) Dental Hygienist Registrant
- b) Dental Hygiene Practitioner Registrant
- c) Full Dentist Registrant
- d) Limited (Restricted-to-specialty) Dentist Registrant
- e) Limited (Academic) Dentist Registrant
- f) Dental Therapist Registrant
- g) Full Certified Dental Assistant
- h) Dental Technician Registrant
- i) Full Denturist Registrant

Yes No

2. Are you ordinarily a resident of British Columbia?

Yes No

3. Have you ever been the subject of a hearing, had your registration cancelled, revoked or suspended or have you ever voluntarily relinquished your registration pending an investigation in British Columbia or in another jurisdiction? If yes, please elaborate.

Yes No

4. Have you ever been convicted of an offence in British Columbia or another jurisdiction?

Yes No

5. Have you been suspended or removed from office as a board member, or the equivalent of a board member of another college under the Act or any other body, in British Columbia or another jurisdiction, that regulates a profession?

Yes No

6. Are you an undischarged bankrupt?

Yes No

7. Are you the subject of an order of or finding by any court, in Canada or another jurisdiction, that you are incapable of managing your own affairs?

Yes No

8. Do you hold or have you held (in the past 3 years) a position of responsibility within any oral health professional representative association or organization? Positions of responsibility include, but are not limited to, the following:

- Employee
- Board officer
- Board member
- Committee chair

Yes No

NOTE: If you answer “Yes” to question 8, please describe in the box below including applicable dates, name of the organization, and the title of your position.

Dates (month and year)	Name of Organization	Title of Position

9. As a prospective board member, do you have any personal interests that might create a conflict with the Board's fiduciary obligations to BCCOHP? If yes, please provide details.

Yes No

2. PERSONAL INFORMATION

First name _____ Last name _____

Name to be printed on ballot _____

Registration/Certification # _____

Personal Contact Information

Address _____ Province _____

City _____ Postal Code _____

Email _____ Phone _____

Registration Class

- Dental Hygienist Registrant
- Dental Hygiene Practitioner Registrant
- Full Dentist Registrant
- Limited (Restricted-to-specialty) Dentist Registrant
- Limited (Academic) Dentist Registrant
- Dental Therapist Registrant
- Full Certified Dental Assistant
- Dental Technician Registrant
- Full Denturist Registrant

3. TIME COMMITMENT AND COMPENSATION

Board members must devote the necessary time and attention to be able to make informed decisions on issues that come before the Board.

Board members are compensated through annual retainers outlined in the [Board, Committee and Working Group Remuneration and Expense Policy](#).

4. CANDIDATE STATEMENT

All candidates for the board election are asked to respond to the following three questions, which will form the candidate statement that will be published as part of the election material (*maximum 150 words per question*).

- 1. As part of its commitment to Indigenous cultural safety and humility, BCCOHP plays a role in taking action to eliminate Indigenous-specific racism in health care. This requires collective action at all levels. What leadership qualities, experience and/or perspectives will you contribute at the board level?**

2. The Board is accountable for the governance of BCCOHP and for ensuring that it is protecting the public as required by legislation. What leadership experience, skills or qualities will you contribute to enhance the oversight role of the Board and its effectiveness?

3. The framework for the regulation of health professionals in BC is being modernized to improve governance and enhance patient safety.¹ As a Board member, what leadership qualities will you bring to support BCCOHP's efforts to reimagine oral health care oversight?

¹This is reflected and informed by reports such as *An Inquiry into the Performance of the College of Dental Surgeons of British Columbia and the Health Professions Act*; *Recommendations to modernize the provincial health profession regulatory framework*; *In Plain Sight: Addressing Indigenous-specific Racism and Discrimination in BC Health Care*; and the incoming governing legislation for regulatory colleges: the *Health Professions and Occupations Act*.

Candidates are invited to attach a photo to be published/distributed with your candidate statement. Photos may be cropped or resized to meet technical requirements of the website.

Privacy Notice and Consent

The BC College of Oral Health Professionals (BCCOHP) collects, uses, discloses, stores and retains personal information in compliance with the *Health Professions Act (HPA)* and the *Freedom of Information and Protection of Privacy Act (FOIPPA)*.

The personal information you provide when submitting this nomination application to BCCOHP is being collected and will be used by BCCOHP to assess your qualifications and suitability for the position you apply for as a potential Board member. The collection of this personal information is permitted under section 26(c) and (e) of FOIPPA. Your personal information will be retained in accordance with BCCOHP Records Retention and Disposition Schedules.

The personal information you provide when submitting this nomination application may be disclosed by BCCOHP to others, but only in accordance with the consent to public disclosure that you give by completing and submitting this nomination application to BCCOHP (see below for details) or as otherwise authorized or required by law.

If you have any questions or concerns about BCCOHP's privacy practices, please contact the BCCOHP Privacy Officer:

Privacy Officer

BC College of Oral Health Professionals

110-1765 W 8th Ave

Vancouver, BC V6J 5C6

Check this box if you have read and agree to the above

Candidate Declaration

I, _____,

of (address) _____

declare that I will observe the provisions of the *Health Professions Act*, the Regulations under the *Health Professions Act*, and the BCCOHP Bylaws, and the procedures related to the election and the conduct of the election.

- I attest that the information I have provided in this nomination application is true to the best of my knowledge and belief.
- I agree that by submitting this nomination application to BCCOHP by email, I am electronically signing.
- I will be able to attend the BCCOHP Board Orientation scheduled May 2025 if I am successful in the election.

Note: If you do not check the above-noted boxes, your nomination application will be deemed incomplete and will not be considered.

Nomination Form (Election 2025)

A registrant or certified dental assistant who is eligible to vote in the election may nominate a person as a candidate. Please see Sections 2.03 and 2.04 of the [BCCOHP Bylaws](#) to confirm that the person you are nominating meets the eligibility requirements, and that you are eligible to vote and nominate the person.

Note for certified dental assistant nominees: section 2.06(2) of the BCCOHP Bylaws provides that a person may only be nominated under subsection (1) to fill one board member position to be filled in the election – this means although a certified dental assistant is eligible to fill either open position in the 2025 election, they may only be nominated for one and cannot select/check both boxes below.

I hereby nominate _____ **Registration/Certification #** _____

in the 2025 election for the position of either:

Certified Dental Assistant Board member

OR

Board member who may be a registrant or a Full Certified Dental Assistant

Name _____ **Registration/Certification #** _____

Signature _____ **Date - M/D/Y** _____

Final Checklist

Thank you for expressing interest in becoming a BCCOHP board member.

Have you:

- Completed all sections of the nomination application?
- Had one eligible voting oral health professional (registrant or full certified dental assistant) sign the Nomination Form (included in this package) to nominate you?
- Read the privacy notice and consent question, and checked the required box?
- Read, understood and checked the box to electronically sign the declaration*?
- Saved this nomination application as a PDF document with your name included in the filename, i.e., JaneDoe_BCCOHPnomination.pdf?

Once you have checked all of the above boxes, please email your nomination application to registrarsoffice@oralhealthbc.ca.

Following your submission, you will receive an email confirming receipt of your nomination application. If you do not receive confirmation within five business days of submitting your nomination application, or if you have any questions about the application process, please contact registrarsoffice@oralhealthbc.ca.

** Electronic signature fields may not work in the web version. Please download the document to your computer and open it in a PDF reading software.*