



The College of
Dental Surgeons
of Saskatchewan

REGULATORY BYLAWS
(2024)

SECTION 1 - INTERPRETATION

(1) Application

These bylaws have been made by the Council of the College of Dental Surgeons of Saskatchewan pursuant to subsection 15(2) of *The Dental Disciplines Act*. These bylaws replace all other College of Dental Surgeons of Saskatchewan Regulatory Bylaws that were previously in force.

(2) Definitions

In these bylaws:

- (a) "Act" means *The Dental Disciplines Act*, as amended from time to time;
- (b) "College" means the College of Dental Surgeons of Saskatchewan;
- (c) "Comprehensive Authorized Practice Director" is the responsible dentist registrant at a facility, who will have the primary responsibility for the oversight of the facility;
- (d) "Council" means the Council of the College;
- (e) "dental professionals" mean those professionals regulated by the Act;
- (f) "facility" means any premises owned by dentists or dental professional corporations where any dentist authorized practice is performed pursuant to subsection 23(1) of the Act ;
- (g) "good standing" means, in relation to any registrant, that the registrant has: fully paid all required fees, debts, levies, or conditions due and owing; complied with the Act, these bylaws, and all requirements made subject to these bylaws; not had their licence to practice dentistry suspended or revoked; and continues to satisfy the conditions of registration and licensure in Saskatchewan;
- (h) "professional corporation" means a corporation which is registered as a professional corporation subject to these bylaws and holds a valid permit from the College;
- (i) "Professional Corporations Act" means *The Professional Corporations Act*, as revised or amended from time to time; and
- (j) "Registrar" means the person appointed by the Council from time to time pursuant to subsection 12(2) of the Act.;
- (k) "registrant" means a dentist holding registration with the College.

SECTION 2 - REGISTRATION, LICENSURE, PROFESSIONAL CORPORATIONS, AND PERMITS

(1) Registers

- (a) The Registrar will establish and maintain the register required to be kept pursuant to section 19 of the Act in an electronic format to be known as the "annual register" and shall record the required information with respect to each registrant.
- (b) The Registrar will establish and maintain a register required to be kept pursuant to section 9 of *The Professional Corporations Act* in an electronic format to be known as the "corporate register" and shall record the required information with respect to each corporation.
- (c) The Registrar will establish and maintain a "facility register" and shall record the following information in an electronic format:
 - (i) the name and address of the facilities where any dentist authorized practices are performed pursuant to subsection 23(1) of the Act;
 - (ii) the name and relevant contact information of the comprehensive authorized practice director; and
 - (iii) any required permits.

(2) Registration and Licensure

- (a) It is a non-exemptible standard and qualification for the registration and licensure to practice dentistry that the applicant's past and present conduct afford reasonable grounds for belief that the applicant:
 - (i) is mentally competent to practice dentistry;
 - (ii) will practice dentistry with decency, integrity, and honesty and in accordance with the law;
 - (iii) has sufficient knowledge, skill, ability, and judgement to engage in the practice of dentistry;
 - (iv) can communicate effectively and will display an appropriately professional attitude.
- (b) To practice as a dentist in the province of Saskatchewan, a person must:
 - (i) be registered with the College; and
 - (ii) hold the applicable licence to practice.

(3) Categories of Registration

The categories of registration for the College are as follows:

- (a) General Dentist Registrants
- (b) Specialist Registrants
- (c) Academic Registrants
- (d) Student Registrants
- (e) Locum Registrants
- (f) Temporary Registrants
- (g) Nonpracticing Registrants

who shall upon compliance with the criteria set out in these bylaws and upon entry into the annual register, be entitled to such other rights and privileges as further set out in these bylaws.

(4) Categories of Licensure

The categories of licensure for the College are as follows:

- (a) full practicing licence;
who shall upon compliance with the criteria set out in these bylaws and upon entry into the annual register, be issued a full licence to practice a comprehensive scope of dentistry and be entitled to such other rights and privileges as further set out in these bylaws.
- (b) restricted practicing licence;
who shall upon compliance with the criteria set out in these bylaws and upon entry into the annual register, be issued a restricted licence to practice dentistry in accordance with the conditions or restrictions specified in the licence, or imposed by the Registrar, the Council, or a committee of the College, and be entitled to such other rights and privileges as further set out in these bylaws.

(5) General Qualifications for Registration

- (a) An applicant shall be registered as a registrant subject to these bylaws by the Registrar upon:
 - (i) submitting a completed application for registration form, and any other required forms;
 - (ii) providing evidence of good character;
 - (iii) successfully completing an education program in dentistry recognized by the Council of the College;
 - (iv) successfully completing any examination requirements prescribed in these bylaws;
 - (v) satisfying current registration requirements – including but not limited to criminal record check;
 - (vi) providing payment of the required prescribed registration fees.
- (b) Any applicant to be registered who relocated to Saskatchewan from another province of Canada, who is a licensed registrant in good standing, and is not the subject of any pending complaint or sanctions with the governing body for the profession of dentistry in such province, shall, in addition to the requirements of clauses 2(5)(a)(i)(ii)(v)(vi), also provide from each jurisdiction in which the applicant is currently licensed:
 - (i) consent for the release of information; and
 - (ii) evidence of current certification; and
 - (iii) evidence of current good standing.
- (c) Any applicant to be registered who has not been practicing dentistry for a period of two or more consecutive years preceding the date of application for registration in the College, such applicant shall additionally:
 - (i) submit to such investigations as the Registrar and Council may prescribe, including:
 - (A) providing an explanation of their absence from practicing;
 - (B) identifying and disclosing any conditions or limitations recognized by the applicant as necessary for their licensure;
 - (C) providing a detailed return to practice plan;
 - (ii) provide payment of investigation fees as prescribed in the schedule of fees, in addition to all other required fees prescribed in these bylaws; and
 - (iii) complete such assessments, examinations, and courses as prescribed by Council;
 - (iv) However, this section shall have no pertinence to applicants who immediately prior to their application were students in a college, school, or faculty of dentistry.
- (d) On fulfillment of the requirements for registration according to subsection 2(5), the Registrar will issue the registrant a certificate under their hand and the seal of the College that the registrant, subject to their compliance with the Act and these bylaws, is qualified to practice dentistry in the Province of Saskatchewan according to their registration category.

(6) General Qualifications for Licensure

- (a) A registrant shall be issued a licence to practice dentistry upon fulfilling the following criteria:
 - (i) has complied with the bylaws with respect to the registration as a registrant;
 - (ii) submitting a completed application for licensure form, and any other requested forms;
 - (iii) provides payment of the required prescribed licence fees;
 - (iv) provides evidence of the required liability insurance as further set out in these bylaws.
- (b) The licensure issued to a registrant shall be of such duration and subject to such restrictions as Council may approve; provided that Council may delegate such duty from time to time to the Registrar.
- (c) The licensure of a registrant is subject to annual review and renewal as further set out in these bylaws.
- (d) On fulfillment of the requirements for licensure according to clause 2(6)(a), the Registrar will issue the registrant a receipt under their hand and the seal of the College that the licensee, subject to their compliance with the Act and these bylaws, is entitled to practice dentistry according to the conditions or restrictions of their licence category.

(7) General Dentist Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as a General Dentist Registrant. General dentist registrants must:
 - (i) satisfy the general qualifications and criteria according to subsection 2(5); and
 - (ii) provide a notarized copy of a degree from a general dentistry school, faculty, or college that is accredited or considered accredited by the Commission on Dental Accreditation of Canada; or
 - (iii) provide a notarized copy of a degree in a non-accredited general dentistry school, faculty, or college and has successfully completed the National Dental Examining Board equivalency examination process; and
 - (iv) provide a currently valid certificate of qualification from the National Dental Examining Board of Canada for general dentists; and
 - (v) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsection 2(6) and clause 2(7)(a), a General Dentist Registrant shall be issued a full practicing licence to practice dentistry in the Province of Saskatchewan.

(8) Specialist Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as a Specialist Registrant in a specialty recognized by the College. Specialist registrants must:
 - (i) satisfy the general qualifications and criteria according to subsection 2(5); and
 - (ii) provide notarized evidence of successfully completing a minimum of a two year post graduate program in a specialty recognized by the College, and the program is from a school, faculty, or college accredited by the Commission on Dental Accreditation of Canada or the Commission on Dental Accreditation of the American Dental Association; or
 - (iii) provide notarized evidence of successfully completing a minimum of a two year post graduate program in a specialty recognized by the College and the program is from a school, faculty, or college not accredited by the Commission on Dental Accreditation of Canada or the Commission on Dental Accreditation of the American Dental Association, and that applicant has successfully completed the Dental Specialty Core Knowledge Examination and required gap training; and
 - (iv) produce a currently valid certificate of qualification from the National Dental Specialty Examination of at least one specialty recognized by the College; and
 - (v) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsection 2(6) and clause 2(8)(a), a Specialist Registrant shall be issued a restricted practicing licence in the Province of Saskatchewan entitled to practice dentistry solely within the specialties noted on their issued licence and according to clause 2(8)(c).
- (c) For the purposes of these bylaws, the following definitions apply for each of the College recognized specialties:
 - (i) "endodontist": a certified specialist and only a certified specialist in the specialty of "endodontics";
 - (ii) "oral and maxillofacial surgeon": a certified specialist and only a certified specialist in the specialty of "oral and maxillofacial surgery";
 - (iii) "orthodontist" or "dentofacial orthopedics specialist": a certified specialist and only a certified specialist in the specialty of "orthodontics" or "dentofacial orthopedics";
 - (iv) "pediatric dentist" or "pedodontist": a certified specialist and only a certified specialist in the specialty of "pediatric dentistry";
 - (v) "periodontist": a certified specialist and only a certified specialist in the specialty of "periodontics";
 - (vi) "prosthodontist": a certified specialist and only a certified specialist in the specialty of "prosthodontics";
 - (vii) "oral radiologist": a certified specialist and only a certified specialist in the specialty of "oral radiology";

- (viii) "dental public health specialist": a certified specialist and only a certified specialist in the specialty of "dental public health";
- (ix) "oral medicine and pathology specialist": a certified specialist and only a certified specialist in the specialty of "oral medicine and oral pathology";
- (x) "dental anesthesia specialist": a certified specialist and only a certified specialist in the specialty of "dental anesthesia".

(9) Academic Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as an Academic Registrant. Academic registrants must:
 - (i) satisfy the applicable general qualifications and criteria according to subsection 2(5); and
 - (ii) have a degree in dentistry or dental surgery, and is entitled to practice in a jurisdiction outside of Saskatchewan; and
 - (iii) have been appointed to a full time or part time teaching position at the University of Saskatchewan College of Dentistry or Saskatchewan Polytechnic as confirmed by the Dean; and agreed to practice dentistry only within the jurisdiction of the University of Saskatchewan College of Dentistry or Saskatchewan Polytechnic; and
 - (iv) agree that upon termination of full time or part time employment at the University of Saskatchewan College of Dentistry or Saskatchewan Polytechnic, the registration and licensure granted by this section shall automatically become void, and the registrant shall be required to apply according to subsection 2(7) or 2(8) to continue to practice dentistry in the province of Saskatchewan; and
 - (v) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsections 2(6) and clause 2(9)(a), an Academic Registrant shall be issued a restricted practicing licence in the Province of Saskatchewan entitled to practice dentistry solely at the University of Saskatchewan College of Dentistry or Saskatchewan Polytechnic.

(10) Student Registrants

- (a) Subject to any other provisions in these bylaws, an applicant satisfying the following criteria may be recorded on the annual register as a Student Registrant. Student registrants must:
 - (i) satisfy the applicable general qualifications and criteria according to subclauses 2(5)(a)(i)(ii)(vi); and
 - (ii) be:
 - (A) an undergraduate student at the University of Saskatchewan College of Dentistry; or
 - (B) an undergraduate student at the University of Saskatchewan College of Dentistry who following successful completion of their penultimate year is employed by a full practicing registrant in good standing with the College of Dental Surgeons of Saskatchewan, and who works under the direct supervision of a full practicing registrant during the summer recess; or
 - (C) an undergraduate student who as part of their training, and under direct supervision of a general dentist registrant or academic registrant, is working under the faculty of the University of Saskatchewan College of Dentistry, or in a health district facility or affiliate approved for undergraduate training by the University of Saskatchewan College of Dentistry; or
 - (D) the holder of a degree in dentistry or dental surgery that is registerable in the province of Saskatchewan, and is serving a period of internship in a Saskatchewan hospital which has received a standard of approval from the Commission of Dental Accreditation of Canada; or desires registration solely for the purpose of undertaking a graduate training program in a Saskatchewan hospital or at the University of Saskatchewan College of Dentistry and who, in the opinion of the Council, should be granted such privileges; or
 - (E) the holder of a degree in dentistry or dental surgery, and is entitled to practice in a jurisdiction outside Saskatchewan and desires registration solely for the purpose of undertaking a period of internship or residency in a Saskatchewan hospital in a program approved by the University of Saskatchewan College of Dentistry; and
 - (iii) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsection 2(6) and clause 2(10)(a), a Student Registrant shall be issued a restricted practicing licence in the Province of Saskatchewan entitled to practice only such dentistry as is required as part of their training or permitted by the applicable provisions - those registrants according to paragraph 2(10)(a)(ii)(C) or (D) may be additionally permitted to prescribe or dispense drugs in the provision of dental treatment undertaken as part of their training.

(11) Locum Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as a Locum Registrant of the College. Locum registrants must:
- (i) satisfy the general qualifications and criteria according to subsection 2(5); and
 - (ii) satisfy the dental education requirements according to subclause 2(7)(a)(ii) or 2(8)(a)(ii); or
 - (iii) satisfy the dental education and equivalency requirements according to subclause 2(7)(a)(iii) or 2(8)(a)(iii); and
 - (iv) produce a currently valid certificate of qualification according to subclause 2(7)(a)(iv) or 2(8)(a)(iv); and
 - (v) agree upon the three-month licence duration. The registration and licensure issued according to this section shall automatically expire at the end of the three-month time period for which the licence is issued, and the registrant shall be required to apply according to subsection 2(7) or 2(8) to continue to practice dentistry in the Province of Saskatchewan;
 - (vi) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsection 2(6) and clause 2(11)(a), a Locum Registrant shall be issued a restricted practicing licence in the Province of Saskatchewan entitled to practice dentistry solely for a consecutive three-month period and eligible only once per year.

(12) Temporary Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as a Temporary Registrant of the College. Temporary registrants must:
- (i) satisfy the applicable general qualifications and criteria according to subsection 2(5);
 - (ii) have a degree in dentistry or dental surgery and is entitled to practice as a dentist or dental surgeon in a jurisdiction outside Saskatchewan;
 - (iii) have the reason for registration being solely for the purpose of:
 - (A) presenting a graduate or undergraduate training course, or conducting or engaging in a clinical presentation or research program at or under the sponsorship of the University of Saskatchewan College of Dentistry or under the sponsorship of a dental group recognized by the College, or
 - (B) participating as a member of a forensic team to assist with identification procedures associated with any disaster which should occur in Saskatchewan; and
 - (iv) have been approved by the Registrar for registration.
- (b) Upon fulfilling the criteria according to subsection 2(6) and clause 2(12)(a), a Temporary Registrant shall be issued a restricted practicing licence in the Province of Saskatchewan entitled to practice dentistry solely for the purposes according to subclause 2(12)(a)(iii).
- (c) The Registrar, in registering a Temporary Registrant in the register, shall:
- (i) show the purpose for which the applicant is registered;
 - (ii) define the period of duration of the registration;
 - (iii) from time to time, on application, extend the period of duration of the registration and licensure, and amend the register accordingly.
- (d) The registration and licensure of a Temporary Registrant shall automatically expire at the end of the time period for which the licence is issued.
- (e) The Registrar shall cancel the registration of any Temporary Registrant when directed to do so by Council. Upon cancellation, all privileges of such Temporary Registrant shall cease.

(13) Nonpracticing Registrants

- (a) Subject to any other provisions in these bylaws, an applicant fulfilling the following criteria may be recorded on the annual register as a Nonpracticing Registrant of the College. Nonpracticing registrants must:
- (i) satisfy the applicable general qualifications and criteria according to subsection 2(5); and
 - (ii) have the reason for registration being solely for the purpose of providing dental treatment or services in a jurisdiction outside of Saskatchewan wherein the provision of such treatment or services is under the auspices of a humanitarian project or organized dentistry association and wherein that jurisdiction requires the applicant to have a status of registration in another jurisdiction; or
 - (iii) have the reason for registration being solely for the purpose of a leave of absence with respect to medical, education, or sabbatical; and
 - (iv) have been approved by the Registrar for registration as a Nonpracticing registrant.
- (b) Nonpracticing registrants shall not be issued a licence and shall not be entitled to practice dentistry in the Province of Saskatchewan.
- (c) Nonpracticing registrants may maintain a professional corporation permit for a maximum of two years.
- (d) A Nonpracticing registrant may be considered a former member pursuant to subsection 25.2(1) of the Act.
- (e) The Registrar shall cancel the registration of any Nonpracticing Registrant when directed to do so by Council. Upon

cancellation, all privileges of such Nonpracticing Registrant shall cease.

(14) Special Meeting

- (a) The President shall call a special meeting on a requisition signed by three members of the Council, or where the Chair receives a petition signed by twenty five percent of the voting registrants of the College.
- (b) Notice of any special meeting shall be communicated to all registrants fourteen days before the date set for the meeting, and the meeting shall be held not more than twenty-one days after receipt of the requisition or petition.
- (c) The business to be conducted at any special meeting shall be specified in the notice of the meeting communicated to the registrants.

(15) Professional Corporation Permits

- (a) Subject to any other provisions in these bylaws, a corporation may be entered on the corporate register as a professional corporation of the College and be issued a permit upon:
 - (i) satisfying the criteria set out in *The Professional Corporations Act* and these bylaws; and
 - (ii) submitting a completed application for permit form, and any other requested forms;
 - (iii) providing that the corporation is in good standing pursuant to *The Business Corporations Act*;
 - (iv) providing payment of the required prescribed permit fees;
 - (v) providing evidence of any required liability insurance; and
 - (vi) having been approved by the Registrar for registration as a professional corporation of the College.
- (b) The name of the corporation shall, in the opinion of the Registrar, appropriately depict that the corporation is engaged in the business of providing dental services and shall be in compliance with the provisions of these bylaws.
- (c) There shall be such restrictions on the permit of a professional corporation, as determined and set out by the Council.
- (d) The registration and permit of a professional corporation is subject to annual review and renewal as further set out in these bylaws.
- (e) The Council may revoke a permit of a professional corporation as permitted or required by *The Professional Corporations Act*. Where a permit is revoked, the Registrar shall send notice of that fact to the professional corporation and strike its name from the corporate register.
- (f) A professional corporation shall notify the Registrar in writing within 10 days of any of the following changes:
 - (i) in its name;
 - (ii) in the voting rights attached to any classes of its shares;
 - (iii) in the ownership of the issued shares of the professional corporation or in the ownership of the issued shares of a corporation holding non-voting shares in the professional corporation;
 - (iv) in the directors of the professional corporation;
 - (v) in the status of a spouse holding non-voting shares in the professional corporation, or holding shares in a corporation holding non-voting shares in the professional corporation, or who is a beneficiary of a trust holding non-voting shares in the professional corporation; or
 - (vi) in the beneficiaries of a trust holding non-voting shares in the professional corporation.
- (g) Upon receipt of the notice referred to in clause 2(15)(f), the Council may:
 - (i) continue the permit;
 - (ii) amend the permit to add or delete any terms or conditions; or
 - (iii) subject to the terms of the Professional Corporations Act, revoke the permit and registration of the professional corporation after such time period as it deems reasonable given the nature of the change.

(16) Advanced Skills Certification Permits and Authorizations

- (a) Subject to any other provisions in these bylaws, an advanced skill certification permit for a facility or an authorization for a registrant may be entered into the facility register or annual register upon:
 - (i) satisfying the criteria set out in the standards of practice and these bylaws;
 - (ii) completing an application for permit or authorization registration form, provided payment of the prescribed fees, and has been approved by the Registrar.
- (b) There shall be such restrictions on the advanced skill certification permit or authorization of the facility or registrant as determined and set out by the Council.
- (c) The advanced skill certification permit or authorization of the facility or registrant is subject to annual review and renewal as further set out in these bylaws.
- (d) The Council may revoke an advanced skill certification permit or authorization of a facility or registrant. Where a permit is revoked, the Registrar shall send notice of that fact to the facility or the registrant and strike their name from the register.

(17) Registration Fees

- (a) The Council shall prescribe the annual and other fees payable by the registrants and professional corporations of the College.
- (b) Each applicant seeking registration as a registrant and each corporation seeking registration and a permit as a professional corporation of the College shall pay the prescribed initial application fee, together with the annual fee, before being entitled to receive registration and licensure to practice dentistry and, where applicable, registration and permit as a professional corporation.

(18) Annual Renewal of Licence or Permit

- (a) The licensure of each registrant of the College shall automatically expire on January 15 of the following year for which the licence was issued, except the licensure of each academic registrant shall automatically expire on July 31 of the following year for which the licence was issued and each student registrant shall automatically expire on August 15 of the following year for which the licence was issued.
 - (i) To be eligible for the annual renewal of licensure, each registrant must:
 - (A) be in good standing with the College; and
 - (B) complete all required application for licence renewal forms, and any other requested forms; and
 - (C) provide evidence of any required liability insurance in form satisfactory to the Registrar; and
 - (D) satisfy current licence requirements, as amended from time to time, and subject to any changes that the council considers necessary; and
 - (E) pay any outstanding fee, debt, obligation, or condition owed to the College; and
 - (F) pay the prescribed annual licence renewal fee by January 15th of each year.
- (b) The permit of each professional corporation of the College shall automatically expire by December 31 of the year for which the permit was issued.
 - (i) To be eligible for the annual renewal of its permit, each professional corporation must:
 - (A) continue to satisfy the criteria set out in the Professional Corporations Act and these bylaws;
 - (B) complete all required application for permit renewal forms, and any other requested forms;
 - (C) provide evidence of any required insurance in form satisfactory to the Registrar; and
 - (D) pay any outstanding fee, debt, obligation, or condition owed to the College;
 - (E) pay the prescribed annual permit renewal fee by December 31 of each year.
- (c) The advanced skill certification permits for each facility and authorizations for each registrant of the College shall automatically expire on an annual basis by the date set by Council.
 - (i) To be eligible for the annual renewal of an advanced skill certification permit or authorization, each facility or registrant must:
 - (A) be in good standing with the College; and
 - (B) complete all required application for advanced skill certification permit and authorization forms; and
 - (C) pay the prescribed annual advanced skill certification permit or authorization renewal fee.
- (d) The Registrar must notify registrants of the amount of their licence or permit renewal fee and the day on which the fee is due, no later than 45 days before expiration of licences, permits, and authorizations.
- (e) Where a registrant, professional corporation, or facility is in arrears in the payment of fees, the Registrar may renew the licence, permit, or authorization, as the case may be, upon payment of the annual fee and the prescribed penalty for late payment.

(19) Notice of Non-Renewal

The Registrar shall provide notice of intention of non-renewal and the reason for such.

(20) Suspended or Expelled Registrants

- (a) Where a registrant is suspended or expelled and is the sole provider of the dental services of a professional corporation, then the permit of such professional corporation shall be revoked as required by the Professional Corporations Act.
- (b) Where a registrant is suspended or expelled and is one of two or more providers of the dental services of a professional corporation, they shall not be eligible to continue as a director, and their voting shares shall be transferred to an eligible registrant in good standing within 90 days.

(21) Reinstatement of Suspended or Expelled Registrants

- (a) Where a registrant is suspended at the time of annual renewal, the registrant may apply for renewal at the end of the term of their suspension. Where the suspended registrant is the sole person carrying on the business of providing dental services in the name of a professional corporation, such professional corporation may also apply for its re-registration and

permit at the end of the term of the registrant's suspension, by complying with subclause 2(18)(b)(i), and upon payment of the prescribed annual fee on the date of application.

- (b) Where a registrant is expelled at the time of annual renewal, the registrant may apply for reinstatement pursuant to section 41 of the Act, upon payment of the prescribed fee.

(22) Review of Registrar's Decision

- (a) Any registrant, professional corporation, or facility who is aggrieved by a decision of the Registrar has such right to apply to Council for a review of such decision pursuant to subsection 21(4) of the Act for registrants and facilities and pursuant to *The Professional Corporations Act* for professional corporations.

(23) Appeal of Council Decision

- (a) A corporation may, in accordance with the provisions of *The Professional Corporations Act*, appeal the decision of the Council to court where:
- (i) the application of the corporation for registration, for a permit, or for renewal of a permit as a professional corporation is rejected;
 - (ii) its permit as a professional corporation is issued subject to terms and conditions; or
 - (iii) its permit as a professional corporation is revoked.

SECTION 3 - INSURANCE

(1) Professional Liability Insurance of General Dentist Registrants, Specialist Dentist Registrants, Academic Registrants, Locum Registrants, and Temporary Registrants

All General Dentist Registrants, Specialist Dentist Registrants, Academic Registrants, Locum Registrants, and Temporary Registrants (who will be making clinical presentations) shall obtain and provide verification of professional liability insurance in a form satisfactory to the Registrar and in the amount not less than three million dollars (\$3,000,000) per occurrence with a carrier(s) approved by Council.

(2) Professional Liability Insurance on Behalf of Student Registrants

All full practicing registrants having student registrants in their employ according to paragraph 2(10)(a)(ii)(A) shall ensure that such student registrants are insured by the professional liability insurance according to subsection 3(1) of such registrant employing such student.

(3) No Insurance Requirements for Nonpracticing Registrants and Temporary Registrants

Nonpracticing Registrants, and Temporary Registrants (who will not be making clinical presentations) are not required to obtain any insurance pursuant to this section 3 for so long as they maintain such status.

(4) Insurance Requirements for Professional Corporations

Each registrant who provides dental services by, through, or in the name of a professional corporation is required to hold and provide verification of the insurance according to subsection 3(1) or 3(2).

SECTION 4 - CODE OF ETHICS, STANDARDS, AND QUALITY ASSURANCE

(1) Code of Ethics

The Code of Ethics of the College shall be the document as approved by resolution of Council, and which may be modified from time to time by resolution of Council.

(2) Standards of Practice

The standards of practice of the College - including guidelines, policies, and position statements - shall be those documents as approved by resolution of Council, and which may be modified from time to time by resolution of Council.

(3) Standards of Professional Conduct

In order to maintain good character, professional conduct, and be in good standing:

- (a) Each registrant shall:
- (i) abide by the provisions of the Act, the bylaws, the standards of practice, and the continuing competency and quality assurance program;
 - (ii) abide by the provisions of the Code of Ethics of the College;
 - (iii) abide by the provisions of the Principles of Ethics of the Canadian Dental Association;

- (iv) abide by the terms, conditions, restrictions, or limitations of their licence;
 - (v) uphold the honour and dignity of the profession of dentistry;
 - (vi) attend and cooperate fully with the Registrar, Quality Assurance Committee, Professional Conduct Committee, Discipline Committee, Council, and other committees following notification by the College;
 - (vii) cooperate and comply with the quality assurance and continuing competency programs of the College;
 - (viii) comply with all the prescribed obligations, terms, and conditions of any agreement or program concluded in the course of an assessment or investigation during quality assurance, professional conduct, and discipline with the College.
- (b) A registrant shall not, nor permit a professional corporation in which the registrant is a director to:
- (i) be convicted of an offence that affects the ability of a registrant to engage in the practice of dentistry;
 - (ii) contravene while engaged in the practice of dentistry any federal, provincial, or municipal law, regulation, rule, or bylaw of a health district approved for the purpose of regulating the provision of dental care to the public;
 - (iii) conduct or commit any act relevant to the practice of dentistry that, having regard to all the circumstances, would be regarded by registrants as disgraceful, dishonourable, or unprofessional;
 - (iv) practice their profession in such a way that the registrant may be unable to give full force and effect to their training, experience, and judgment as acquired in the course of the registrant's education;
 - (v) neglect to report, to the registrar, any injury, dependency, infection, disorder, or other fitness condition that could impair a registrant's ability to practice safely and competently;
 - (vi) engage in the practice of dentistry while the ability to perform any authorized practice usually performed by a dentist or dental surgeon is impaired by alcohol or drugs;
 - (vii) commit or permit a registrant to commit any sexual impropriety with a patient;
 - (viii) permit, counsel, or assist any person who is not licensed or certified subject to the Act to engage in the practice of dentistry except as provided for in the Act and these bylaws;
 - (ix) hire or contract for the services of any dental professional for delivery of dental care to the public or the registrant's patients unless the registrant is a general dentist registrant or specialist registrant;
 - (x) neglect to ensure that all dental professionals who are delivering dental care within a facility at all times hold valid licences with each of their regulatory colleges;
 - (xi) neglect to ensure that all dental professionals employed within a facility perform only those procedures which such dental professionals are authorized to perform pursuant to the Act and the terms of their licence;
 - (xii) neglect to ensure that all staff employed within a facility are supervised or directed in the delivery of any dental care to the facility's patients;
 - (xiii) perform a dental procedure, for fee or otherwise, in any vehicle or movable contrivances, without the approval of Council, excluding those under the direct authority of a federal, provincial, or municipal government agency;
 - (xiv) give information concerning a patient's dental condition or any professional services performed for a patient to any person other than the patient without consent of the patient unless required to do so by law;
 - (xv) falsify a record regarding the examination or treatment of a patient;
 - (xvi) sign or issue a certificate, report, or similar document that contains a statement that a registrant knows or ought to know is false, misleading, or otherwise improper;
 - (xvii) make a misrepresentation respecting a remedy, treatment, or device;
 - (xviii) knowingly submit a false or misleading account or false or misleading charges for services rendered to a patient;
 - (xix) charge fees that are excessive, unreasonable, or inaccurate in relation to the services performed;
 - (xx) charge for services not performed or not necessary;
 - (xxi) directly or indirectly, receive, make, or confer a rebate, credit, or other benefit by reason of the referral of a patient from or to any other person;
 - (xxii) sell a professional account to a third party;
 - (xxiii) sell or supply a drug or medical product of biological preparation by a registrant to a patient at a profit;
 - (xxiv) improperly use the authority to prescribe, sell or dispense a drug, or falsify a record in respect of a prescription or the sale of a drug;
 - (xxv) use in any way with respect to a registrant's practice, the name of another registrant whose practice the registrant has acquired after a period of one year from the date of the acquisition;
 - (xxvi) announce or hold out to the public that the registrant is a specialist or is specially qualified in a branch of dentistry, where the registrant is not qualified as a specialist and does not hold a specialist's certificate in the branch of dentistry;
 - (xxvii) use terms, titles, or designations other than those authorized, or use terms, titles, or designations that are prohibited by these bylaws;
 - (xxviii) neglect the obligation to report, with reasonable grounds, another registrant or dental professional engaging in unprofessional conduct.

- (c) No registrant of the College shall, except with the consent of the Council, act as employee, assistant, agent, partner, officer, shareholder, or engage in the private practice of their profession for the benefit or advantage of any corporation, or of any person who is not duly qualified and lawfully entitled to practice either dentistry or medicine in Saskatchewan, or in such a way that any such company or unqualified person may thereby profit, reward, or advantage either directly or indirectly, unless:
 - (i) provision is provided for the same by another federal or provincial act;
 - (ii) in the case of a corporation, such corporation is a professional corporation subject to these bylaws.
- (d) Each registrant shall be responsible for ensuring that any professional corporation of which it is a director complies with these bylaws and its permits.

(4) Records

- (a) All registrants, professional corporations, and facilities shall maintain full and complete clinical dental records on behalf of themselves and all other dentists and dental professionals in their employ. These records shall include as a minimum the following information:
 - (i) patient identification data;
 - (ii) medical and dental history;
 - (iii) medical history updates;
 - (iv) clinical examination findings;
 - (v) progress, diagnostic and consultation reports;
 - (vi) each treatment prescribed pertaining to the patient;
 - (vii) each treatment rendered pertaining to the patient;
 - (viii) documented informed consent with respect to treatment prescribed and treatment rendered pertaining to the patient;
 - (ix) each date that the patient is seen in the dental office;
 - (x) all medications given or prescribed to the patient, including the amount, instructions, and date provided or prescribed;
 - (xi) appropriate radiographs and models; and
 - (xii) fees charged and collected.
- (b) Where a patient has attended a registrant's facility for the purpose of receiving a treatment from any other dental professional, and such dental professional has recommended a dental examination by the dentist, the dentist shall ensure that such recommendation (and any refusal) shall be noted in the patient's records. No further action is required of the registrant once such notation has been made.
- (c) All records shall be in an intelligible form, and shall be written, typed, or stored in electronic form with one or more backup copies.
- (d) All registrants, professional corporations, and facilities shall acquire and maintain records in compliance with the Health Information Protection Act (HIPA), the Health Information Protection Regulations (HIPR), and the Personal Information Protection and Electronic Documents Act (PIPEDA).

(5) Continuing Competency and Quality Assurance Program

- (a) In order to ensure best practices and competence amongst registrants and improve practice standards of the profession, the College shall establish and maintain a continuing competency and quality assurance programs to: review the professional competence of registrants, require registrants to participate in programs intended to ensure competence and quality assurance, and conduct practice audits.
- (b) All registrants must comply with the Continuing Competency and Quality Assurance Program of the College as approved by resolution of Council, and which may be modified from time to time by resolution of Council.
- (c) The continuing competency and quality assurance programs may be ordered, random, specific, general, on-site, virtual, self-reported, inspected.
- (d) The continuing competency and quality assurance programs may include, but are not limited to:
 - (i) audits, appraisals, assessments, evaluations, inspections, interviews, monitoring, visits;
 - (ii) attestations, checklists, examinations, reporting, reviews, surveys;
 - (iii) authorizations, permits;
 - (iv) communications, courses, directions, discussions, forums, meetings, programs, seminars.
- (e) The continuing competency and quality assurance programs may involve, but are not limited to, the evaluation of registrants, facilities, equipment, procedures, practices, records, websites.

(6) Critical and Reportable Incidents

- (a) A critical incident is a serious adverse health or procedural event that was unexpected or unanticipated and did not necessarily result from known risks inherent of the procedure that occurred during the provision of any authorized

practices.

- (b) A reportable incident is an unexpected and unanticipated event resulting in the need for transfer of the care of the patient to another provider, a non-hospital surgical facility, or hospital.
- (c) It is mandatory that such critical and reportable incidents be reported to the Registrar by a written report from the responsible registrant in a timely manner, within 48 hours of the incident, in an attempt to identify and mitigate potential risks and harms.
- (d) The mandatory reporting is for quality assurance purposes only, is confidential, and is prohibited from being used as evidence in professional conduct or legal proceedings.
- (e) The intention of critical incident reporting is to lead to improvements in patient care and safety and encourage trust in the health care system through transparency.
- (f) The written report must contain the following:
 - (i) Name, age, and gender of the patient;
 - (ii) Medical history of the patient;
 - (iii) Name of witness(es) to the incident;
 - (iv) Date of procedure;
 - (v) Type of procedure;
 - (vi) Nature of the incident;
 - (vii) Management of the incident;
 - (viii) Analysis of reasons for the incident;
 - (ix) Action proposals to mitigate the repetition of such incident.
- (g) The Quality Assurance Committee will:
 - (i) investigate and review the incident with the registrant;
 - (ii) assist the registrant with best practices to mitigate the repetition of the incident;
 - (iii) maintain a register of critical incidents;
 - (iv) and provide an annual report of critical incidents to the Council.

(7) Prescription Review Program

- (a) The College may participate in the Prescription Review Program established in Saskatchewan as an educational program for prescribing dentists. As a form of quality assurance, the Prescription Review Program is able to communicate and identify any possible misuse of medications by patients or inappropriate prescribing by dentists.
- (b) All registrants must comply with the Prescription Review Program Policy of the College.
- (c) Panel of Monitored Drugs - the Prescription Review Program shall apply to all dosage forms of the drugs listed in the Panel of Monitored Drugs under the Prescription Review Program bylaw of the College of Physicians and Surgeons of Saskatchewan.
- (d) Prescriptions for drugs covered by the Prescription Review Program shall be prescribed and dispensed by a registrant according to the policies and procedures agreed to by the College of Dental Surgeons of Saskatchewan, the College of Physicians and Surgeons of Saskatchewan, the College of Registered Nurses of Saskatchewan, and the Saskatchewan College of Pharmacy Professionals.
- (e) The Registrar may gather and analyze information pertaining to the prescribing and dispensing of medications to which the Prescription Review Program applies in Saskatchewan for the purpose of limiting the inappropriate prescribing/dispensing and inappropriate use of such drugs.
- (f) A registrant shall respond to such requests for explanation from the Registrar within 14 days of receipt of such a request for information.
- (g) A registrant shall comply, to the best of their ability, fully, and accurately with such requests for information.

(8) Continuing Education

- (a) The College may approve and provide programs of training and education, through the College or otherwise, to ensure competence and proficiency among its registrants.
- (b) All registrants must comply with the Continuing Education Policy of the College as approved by resolution of Council, and which may be modified from time to time by resolution of Council.
- (c) The reporting of continuing education credits to the College is the responsibility of the registrant.

(9) Advertising

- (a) The College shall regulate the advertising by registrants, professional corporations, and facilities to protect the public interest and to not deprecate the professionalism, integrity, and ethics of the dental profession.
- (b) All registrants, professional corporations, and facilities must comply with the Advertising Standard of the College as approved by resolution of Council, and which may be modified from time to time by resolution of Council.

- (c) Advertising by registrants must be: accurate and not capable of misleading the public; professional and observe the dignity and ethics of the profession; and objectively verifiable.
- (d) Those permitted to advertise are general dentist and specialist registrants, professional corporations, and facilities according to Section 2 of these bylaws.
- (e) All registrants, regardless of their position in a practice arrangement, are responsible for any communications or advertising that has a bearing on said practice.

SECTION 5 – COMMITTEES

(1) Appointments

At a meeting of the Council each year, there shall be appointed the following committees as are formed by the approved motion of the Council

(2) Duties

A committee shall, in addition to the duties assigned to it by the Act and these bylaws, perform any duties assigned by the Council or Executive Committee.

(3) Procedures

- (a) Unless the Act or these bylaws state to the contrary, a committee may make rules and policy regulating its own business, practice, and procedures, and appoint its own chairperson.
- (b) The chairperson of a regulatory committee is not required to be a member of the Council.

(4) Professional Conduct Committee

- (a) The Professional Conduct Committee shall be established pursuant to section 28 of the Act and shall conduct its affairs and perform such duties as set out in the Act and these bylaws.
- (b) The Professional Conduct Committee, upon request from Council to consider a complaint, shall review and investigate the complaint by taking any steps that it considers proper pursuant to section 30 of the Act and upon completion of the investigation shall make a written report recommending requirements for no further actions or further actions pursuant to subsection 29(3) of the Act.
- (c) The Professional Conduct Committee, during a discipline hearing, shall prosecute or direct the prosecution of the complaint, but professional conduct committee members shall not participate in any other manner in the hearing of the complaint except as witnesses when required.
- (d) The Professional Conduct Committee shall consist of at least three persons appointed by the Council, the majority of whom are to be practicing registrants of the College.
- (e) A public appointee councilor pursuant to section 9 of the Act may serve on committees of the College to the same extent as other councilors.
- (f) Discipline Committee members are not eligible to serve on the Professional Conduct Committee.
- (g) If a panel of the Professional Conduct Committee of the College is established in accordance with the bylaws, a decision of the panel has the same effect as a decision of the Professional Conduct Committee.
- (h) In the event of a conflict of interest, the involved members of the Professional Conduct Committee will recuse themselves from the specific complaint.
- (i) The Professional Conduct Committee must report annually to the Council.

(5) Discipline Committee

- (a) The Discipline Committee shall be established pursuant to section 32 of the Act and shall conduct its affairs and perform such duties as set out in the Act and these bylaws.
- (b) The Discipline Committee, upon a report from the Professional Conduct Committee recommending a discipline hearing regarding a formal complaint, shall hear the complaint and shall determine whether the registrant is guilty of professional misconduct or professional incompetence.
- (c) The Discipline Committee shall consist of at least three persons appointed by the Council, the majority of whom are to be practicing registrants of the College.
- (d) One of the Discipline Committee members is to be one of the public appointee councilors pursuant to section 9 of the Act.
- (e) Professional Conduct Committee members are not eligible to be Discipline Committee members.
- (f) If a panel of the Discipline Committee of the College is established in accordance with the bylaws, a decision of the panel has the same effect as a decision of the Discipline Committee.
- (g) The Council shall, from time to time, appoint one member of the Discipline Committee as the chairperson and one or more members as acting chairpersons. An acting chairperson may perform any of the functions of the chairperson and may perform such functions whether the chairperson is absent and whether the chairperson is, or is not, able to act.

- (h) In the event of a conflict of interest, the involved members of the Discipline Committee will recuse themselves from the specific complaint.
- (i) A committee member shall remain a member of the Discipline Committee until they resign or are removed by the Council.
- (j) Notwithstanding clause 7(5)(i), where a committee member who has participated in a hearing resigns or is removed by the Council, the committee member shall continue to be a member of the Discipline Committee for the purpose of disposing of the matter under consideration at the hearing until:
 - (i) the hearing has been concluded and the committee's report is complete;
 - (ii) the committee has considered the report and, in the case of a registrant who is found to be guilty of professional misconduct or professional incompetence, has made a decision pursuant to subsection 34(1) of the Act; and
 - (iii) all appeals pursuant to the Act have been decided and where the matter has been remitted back to the Discipline Committee, the matter is concluded and all circumstances that are required to be concluded by the Discipline Committee in relation to all appeals have been completed.
- (k) The Discipline Committee must report annually to the Council.

(6) Quality Assurance Committee

- (a) The Quality Assurance Committee shall be established as set out by the Council and shall conduct its affairs and perform such duties as set out in these bylaws.
- (b) The Quality Assurance Committee shall assist and educate the registrants in a co-operative and non-disciplinary manner to provide a quality of care to the public based on principles of best practice and standardization of care.
- (c) The Quality Assurance Committee shall be composed of at least three persons appointed by the Council, one of whom shall be a member of Council.
- (d) A public appointee councilor pursuant to section 9 of the Act may serve on committees of the College to the same extent as other councilors.
- (e) The Quality Assurance Committee may appoint any one or more of its registrants or other persons as assessors and delegate to persons so appointed the authority to conduct an assessment and to report thereon to the Quality Assurance Committee.
- (f) Every registrant of the College shall cooperate fully in allowing any such assessment, including allowing an assessor or auditor to, but not limited to:
 - (i) enter and inspect the dental facilities of the registrant;
 - (ii) have access to inspect all books, records, correspondence, and other documents or electronic data related to the dental facility, including the right to make copies thereof;
 - (iii) inspect, observe, or audit the practices and facility of the registrant;
 - (iv) examine any equipment, materials or any other thing used by the registrant.
- (g) Following any such assessment, the Quality Assurance Committee may:
 - (i) require the registrant to make such changes to their procedures, attend such continuing education or courses, or successfully complete such further examinations as the Quality Assurance Committee determines as necessary; and/or
 - (ii) refer any matter which has come to the attention of the Quality Assurance Committee or the assessor, including professional incompetence or professional misconduct, to the Registrar or the Professional Conduct Committee.
- (h) Where the registrant refuses or fails to co-operate with the Quality Assurance Committee or any of the assessors, or to complete the requirements of the Quality Assurance Committee as prescribed according to subclause 5(6)(g)(i), the Quality Assurance Committee may refer the matter to the Professional Conduct Committee.

SECTION 6 – PROFESSIONAL CONDUCT AND DISCIPLINE

(1) Complaint

- (a) Any public complaint received by the College shall be reviewed by the Registrar, who shall:
 - (i) advise the complainant that there is no basis for proceeding;
 - (ii) refer the complaint to the Professional Conduct Committee; or
 - (iii) refer the complaint to the Council or the Executive Committee with such recommendations as the Registrar deems necessary.
- (b) The Registrar shall report to the Council from time to time as to the complaints received and the disposition of the same and shall take such other action as Council may direct regarding any such complaints.

(2) Referral to Council or Executive Committee

Upon receiving the referral of a complaint from the Registrar, the Council or the Executive Committee may take any of

the actions referred to in section 6(1)(a) or direct the Registrar accordingly.

(3) Professional Conduct Committee

The Professional Conduct Committee, upon request from the Registrar or Council to consider a complaint, shall review and investigate the complaint by taking any steps that it considers proper pursuant to section 30 of the Act and these bylaws, and upon completion of the investigation the Professional Conduct Committee may do one or more of the following pursuant to subsection 29(3) of the Act including:

(a) Consent to Conditions Agreement between the Professional Conduct Committee and the Registrant

- (i) The registrant of a formal public complaint consenting to an agreement with prescribed conditions, terms, and obligations with the Professional Conduct Committee of the College to settle the complaint in the public interest pursuant to clause 29(3)(h) of the Act must comply with all the conditions, terms, and obligations of such agreement or program.
- (ii) The consent to conditions agreement or remediation program may include, but is not limited to:
 - (A) continuing education courses;
 - (B) review of professional standards;
 - (C) fines or donations;
 - (D) appropriate written apologies;
 - (E) specified assessments;
 - (F) specified audits;
 - (G) fitness to practice assessments and required treatment;
 - (H) publication of some or all conditions;
 - (I) release of necessary information to any facility in which the registrant practices to facilitate logistics, scheduling of practice activity, and monitoring of performance with respect to conditions;
 - (J) pre-evaluation of advertising content;
 - (K) restriction of authorized practices of licence;
 - (L) administrative suspension of licence.
- (b) A breach of any of the prescribed conditions, terms, and obligations of a consent to conditions agreement or remediation program will result in the possible assessment of fines, referral to the Professional Conduct Committee, the demonstration of a lack of good character, and no longer being in good standing with the College.

(4) Discipline Committee

The Discipline Committee, upon a report from the Professional Conduct Committee recommending a discipline hearing regarding a formal complaint, shall hear the complaint and shall determine whether the registrant is guilty of professional misconduct or professional incompetence pursuant to section 33 of the Act.

(5) Discipline Hearing

- (a) A Discipline Hearing shall be established pursuant to section 33 of the Act and shall conduct its affairs and perform such duties as set out in the Act and these bylaws.
- (b) The registrant who has been charged and the College will provide to the other, not less than two weeks prior to the date set for the commencement of a hearing before the Discipline Committee, the following information and documents:
 - (i) the names of each of the witnesses which that party intends to give evidence at the hearing;
 - (ii) a summary of the evidence which that party expects will be given by that witness;
 - (iii) a summary of the qualifications of the witness, if the witness will be called to give expert evidence; and
 - (iv) a list of all documents which the party intends to introduce into evidence at the hearing. Such party shall permit the other party to examine such documents and to obtain copies of all such documents, at the cost of the party requesting the documents.
- (c) If, as a result of the information disclosed by the other party referred to in clause 6(5)(b) above, a party intends to introduce evidence at the hearing in addition to the evidence which it has disclosed, that party shall provide the information referred to in clause 6(5)(b) with respect to that additional evidence.
- (d) The Discipline Committee shall not permit a witness to testify unless all qualifications have been disclosed according to clause 6(5)(b) and shall not allow the introduction of evidence unless the information respecting that document has been disclosed according to clause 6(5)(b) or 6(5)(c).
- (e) Notwithstanding clause 8(6)(c) of this section, if the Discipline Committee is satisfied that the failure to disclose the required information arose through inadvertence, or that the information was not in the possession of the party at the time that disclosure was required, or that for any other compelling reason it would be manifestly unfair to exclude
 - (i) evidence or documents not disclosed as required, the Discipline Committee may permit such evidence to be given,

or such documents to be introduced into evidence. This may be done on such terms or conditions as the Discipline Committee may determine, including the following:

- (ii) the committee may adjourn the hearing for such time as the committee considers reasonable to permit the other party the opportunity to respond to such evidence; and
 - (iii) the committee may require the party who requests the introduction of such evidence to agree to pay an amount of costs, as estimated by the committee, which may be incurred by the registrant or the College as a result of the failure to disclose such evidence according to clause 6(5)(b) or 6(5)(c).
- (f) If either party intends to object to the jurisdiction of the committee, or intends to raise any preliminary objection or preliminary issue of law before the committee, such party shall prepare a written summary of the nature of the objection, the points of law to be argued, the authorities relied upon, and the evidence to be lead in support of such objection or issue of law. Such a summary shall be provided to the other party and, if an assessor has been named for the hearing, the assessor, not less than 14 days before the date set for the commencement of the hearing.
- (g) A party who fails to provide the written summary according to clause 6(5)(f) shall be deemed to have waived the objection or issue of law the committee shall not entertain such objection or argument on such issue of law unless the committee is satisfied that the failure to provide the written summary arose through inadvertence or that the party was not in possession of all of the relevant facts to determine whether the objection should be made or the point of law raised, or that for any other compelling reason it would be manifestly unfair that the party not be permitted to make such objection, or raise such point of law, it may permit the objection to be made or the point of law to be raised on such terms or conditions as the Discipline Committee may determine, including the following:
- (i) the committee may adjourn the hearing for such time as the committee considers reasonable to permit the other party the opportunity to respond to such objection or point of law; and
 - (ii) the committee may require the party who petitioned to raise such objection or point of law to agree to pay an amount of costs, as estimated by the committee, which may be incurred by the other registrant or the College as a result of the failure to provide the written summary according to clause 6(5)(f).
- (h) The Discipline Committee may communicate by email and meet by telephone conference call to manage any matters which may arise at any time that are relevant to a hearing, objections to the jurisdiction of the committee, questions of law, and requests for adjournments, and may for that purpose establish a date and time for such meetings which may be in advance of the date established for the commencement of the hearing.
- (i) A Discipline Committee may consider in one hearing, one or more charges against a registrant, and a charge may contain one or more allegations.
- (j) If one or more members of a Discipline Committee withdraw from acting at the hearing or are unable or unwilling to hear and determine the charge, the hearing may continue with the remaining members of the Discipline Committee provided that there shall at all times be a quorum.
- (k) The chairperson or acting chairperson may appoint an assessor to assist the Discipline Committee for all, or any part of a hearing before the Discipline Committee. Such an assessor may advise the Discipline Committee on any issues of fact, law, or procedure which arise before the committee in advance of or during the hearing, or in connection with the decision of the committee. For that purpose, the assessor may assist the Discipline Committee during its deliberations and may review drafts of the decision of the committee and provide advice to the committee respecting such decisions.

SECTION 7 – MANNER OF SERVICE OF NOTICE

(1) Service of Regulatory Documents

- (a) Service of regulatory and other documents and communications may be made by any method prescribed pursuant to the Act, including personal service and service by registered mail.
- (b) In addition to the methods of personal service described in the Act, service of documents may be affected by an alternate mode, including but not limited to:
 - (i) electronic mail transmission;
 - (ii) website portal;
 - (iii) courier;
 - (iv) ordinary mail.

Certified to be a true copy of the regulatory bylaws approved by the council of the College of Dental Surgeons of Saskatchewan on July 25, 2024.



Date: October 17, 2024

Dean Zimmer
Registrar, College of Dental Surgeons of Saskatchewan



Date: Nov. 6th/24

Minister of Health