

# CDSS CONTINUING COMPETENCY AND QUALITY ASSURANCE PROGRAM



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## PURPOSE

One of the primary responsibilities of the College of Dental Surgeons of Saskatchewan (CDSS) is to ensure best practices, quality assurance, and continuing competence of individual registrants and improve and enhance the practice standards of the profession in general. To this end, the establishment of a Continuing Competency and Quality Assurance Program is to: ensure a minimum standard of competence; improve and enhance the collective knowledge, performance, and quality of care of all dentist registrants in Saskatchewan; and to demonstrate the commitment and dedication to serve in the public interest.

**It is the responsibility of the College to utilize the Continuing Competency and Quality Assurance Program to assist, support, and engage the registrants in a positive, cooperative, and non-disciplinary manner.**

**It is the responsibility of the registrants to cooperate and comply with the Continuing Competency and Quality Assurance Program, to continue to self-evaluate their individual and specific needs of continuing competency in practice, and to maintain and enhance their own competence to practice.**

Lifelong reflection, self-assessment, self-direction, and learning is a fundamental responsibility of a professional. As an oral health care professional in a dynamic and evolving environment, it is critical to remain current and informed of changes of best practices and standards of care in dentistry and oral health care delivery.

The Dental Disciplines Act, the regulatory bylaws, the code of ethics, and the standards of practice are core documents that should be used for continuing competency and quality assurance by dentists.

Compliance with the CDSS Continuing Competency and Quality Assurance Program by registrants is a mandatory requirement for annual licence renewal.

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## LEGISLATION

Pursuant to the section 3.1(3)d of the Dental Disciplines Act, “in furtherance of its duty and objects, each association may establish and maintain a continuing competency program to promote high practice standards among members”.

Pursuant to section 4(4) of the CDSS Regulatory Bylaws:

### 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 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.

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## REQUIREMENTS OF A CONTINUING COMPETENCE AND QUALITY ASSURANCE PROGRAM

A continuing competency and quality assurance program may provide for, but is not limited to:

- (1) reviewing the professional competence of registrants;
- (2) requiring registrants to participate in programs intended to ensure competence;
- (3) conducting practice audits.

As per the requirements of a Continuing Competency and Quality Assurance Program, the registrants and facilities regulated by the CDSS must participate and comply with the following quality assurance requirements.

### **(1) Reviewing the Professional Competence of Registrants and Facilities**

- (a) Registration and Licensure Application Attestations
- (b) Advanced Skill Certification Authorizations and Permits
- (c) Jurisprudence and Ethics Course

### **(2) Requiring Registrants and Facilities to Participate in Programs Intended to Ensure Competence and Quality Assurance**

- (a) Continuing Education
- (b) Comprehensive Authorized Practice Director
- (c) Email Communications
- (d) External Sterilization Monitoring Program (weekly)
- (e) External Waterline Testing Program (annual)
- (f) Radiation and Imaging Quality Assurance Program
- (g) Pharmaceutical Information Program
- (h) Prescription Review Program
- (i) Antimicrobial Stewardship Program
- (j) Critical Incidents Reporting
- (k) Cardio Pulmonary Resuscitation Basic Life Support

- (l) Criminal Record Check
- (m) Advertising Evaluations and Review
- (n) Automated External Defibrillator (AED) and Emergency Kit

**(3) Conducting Practice Audits**

- (a) Random Facility and Practice Audits
- (b) Surveys, Assessments, and Audits

**(4) Quality Assurance Program Retention of Records**

**(1) REVIEWING THE PROFESSIONAL COMPETENCE OF REGISTRANTS AND FACILITIES**

**(a) Registration and Licensure Application Attestations**

The registrants must complete an application for registration and licensure which requires attesting and confirming the satisfying of current registration and licence requirements which ensure evidence of good character, review and understanding of professional standards, and review and understanding of standards of practice. CDSS Regulatory Bylaws 2(5)(a)(v), 2(6)(a)(ii), 2(19)(a)(i)4.

**(b) Advanced Skill Certification Authorizations and Permits**

The registrants and facilities must complete an application for registrant authorization and facility permit with respect to specific areas of practice and advanced skills which requires attesting and confirming compliance with the standard of practice including the satisfying of current practice and facility requirements to ensure an appropriate level of training, appropriate equipment, appropriate protocols, and a review and understanding of the standard of practice. CDSS Regulatory Bylaws 2(17)(a)(ii).

**(c) Jurisprudence and Ethics Course**

Applicants for registration are required to write and pass an examination in jurisprudence and ethics. In addition, practising dentists may be required to periodically repeat the course to ensure its tenets stay top of mind. The jurisprudence and ethics course is designed to provide dentists with information about: the CDSS, legal framework of providing dental care, practice accountabilities, and practice management.

**(2) REQUIRING REGISTRANTS AND FACILITIES TO PARTICIPATE IN PROGRAMS INTENDED TO ENSURE COMPETENCE AND QUALITY ASSURANCE**

**(a) Continuing Education**

The College may approve and provide programs of training and education, through the College or otherwise, to ensure competence and proficiency among its registrants. All registrants must comply with the CDSS Continuing Education Policy.

**(b) Comprehensive Authorized Practice Director**

Each facility must identify a Comprehensive Authorized Practice Director (CAPD). The CAPD is the primary attending responsible registrant of the facility, the main contact of the facility, and has the primary responsibility for the oversight of the facility. The CAPD must attest and confirm the satisfying of current facility requirements ensuring the incorporation, communication, supervision, and oversight of professional standards and standards of practice, the acquisition of permits, and the incorporation of appropriate equipment and protocols.

**(c) Email Communications**

The College frequently communicates to the profession, "In the Public Interest", reviews, reminders, updates,

directions, urgent notices, summaries, and current regulatory matters to inform and improve the knowledge, competence, and quality of care of registrants.

**(d) External Sterilization Monitoring Program (weekly)**

The condition of sterility is ensured by thorough monitoring of sterilization procedures and equipment, utilizing mechanical, chemical and biological monitors. A weekly biological indicator test provided by a mail-in system available through the College of Dentistry, University of Saskatchewan or other external testing service must be completed for each sterilizer. CDSS Infection Prevention and Control Standard Section 04-04.

**(e) External Waterline Testing Program (annual)**

Dental unit waterlines can become heavily colonized with waterborne microorganisms, including bacteria, fungi, and protozoa; which form a biofilm on the interior surface of the waterline. Mandatory annual dental waterlines testing is available through the Saskatchewan Disease Control Laboratory or University of Saskatchewan College of Dentistry Sterilizer & Water Monitoring program. CDSS Infection Prevention and Control Standard Section 05-05.

**(f) Radiation and Imaging Quality Assurance Program**

With the assistance of the Saskatchewan Labour's Radiation Safety Unit, the College has developed a Quality Assurance Procedures Manual that contains all the procedures and testing equipment required to be in compliance with The Radiation Health and Safety Regulations. CDSS Radiation and Imaging Standard Section 56.

**(g) Pharmaceutical Information Program**

All prescribing dentists in Saskatchewan should have active login capability with the Pharmaceutical Information Program (PIP). The PIP is a quality assurance resource which provides prescribing dentists secure online access to make the best drug therapy decisions for their patients by confirming the previous prescribing activity.

**(h) Prescription Review Program**

The College participates in the Prescription Review Program (PRP) as an educational, regulatory program for Saskatchewan prescribing dentists. As a form of quality assurance, the PRP is able to communicate and identify any possible misuse of medications by patients or inappropriate prescribing by dentist providers.

**(i) Antimicrobial Stewardship Program**

To help confront the problem posed by antibiotic resistance, the Saskatchewan Health Authority has an Antimicrobial Stewardship Program. The program promotes appropriate antibiotic use in all sectors of the health system, including dentistry. The program aims to collaborate with oral health professionals across Saskatchewan to ensure that dentists are aware of guidelines promoting appropriate prescribing as well as tools and resources to help change prescribing practices when necessary.

**(j) Critical Incidents Reporting**

It is mandatory that critical and reportable incidents be reported to the College by a written report from the responsible registrant in a timely manner in an attempt to identify and mitigate potential risks and harms. 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 but may be utilized for educational purposes to the profession in a redacted format. 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.

**(k) Cardio Pulmonary Resuscitation Basic Life Support**

All dentists must be prepared to recognize and treat adverse responses using appropriate emergency equipment and appropriate and current drugs when necessary. All dentists should have the training and ability

to perform basic life support (BLS) techniques. All dentists must remain current with respect to cardiopulmonary resuscitation (CPR-C) and automated external defibrillator (AED) training certification.

**(l) Criminal Record Check**

Dentists have the potential to interact and be responsible for the care and well being of vulnerable persons including children, the elderly, and physically and mentally compromised individuals. As a means of verifying the information disclosed by the dentists in their applications for licence renewal, a member is required to undergo a Criminal Record Check (CRC), including Vulnerable Sector Screening, every five years.

**(m) Advertising Review and Evaluation**

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. All registrants, professional corporations, and facilities must comply with the Advertising Standard. 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. Those permitted to advertise may submit advertisements to the Advertising Review Committee to ensure compliance with the Advertising Standard.

**(n) Automated External Defibrillator (AED) and Emergency Kit**

All dentists and facilities must be prepared to recognize and treat adverse responses using appropriate emergency equipment and appropriate and current drugs when necessary. It is mandatory that all facilities must have an Automated External Defibrillator (AED), an E-cylinder of oxygen with means for delivery, and an emergency drug kit as per the CDSS Emergency Kit.

### (3) CONDUCTING PRACTICE AUDITS

**(a) Practice and Facility Audits and Inspections**

The College, in response to a specific concern or by a general order, may perform a random or prescribed audit and inspection of registrant's practices or facilities to evaluate and ensure best practices, quality assurance, and continuing competence.

**(b) Surveys, Assessments, and Appraisals**

The College, in response to a specific concern or by a general order, may perform a random or prescribed survey and assessment of registrant's practices or facilities to evaluate and ensure best practices, quality assurance, and continuing competence. These surveys and assessment may include but are not limited to:

- (i) Records
- (ii) Informed Consent
- (iii) Facilities
- (iv) Infection Control
- (v) Emergency Drugs and Equipment
- (vi) Amalgam Separators
- (vii) Billing Practices
- (viii) Health Information Protection

### (4) QUALITY ASSURANCE PROGRAM RETENTION OF RECORDS

Any records or correspondence with respect to a quality assurance program must be retained for the minimum length of 10 years – in the same manner as patient information is required to be retained pursuant to the Health Information Protection Act and Regulations.