



THE COLLEGE OF DENTAL HYGIENISTS OF BRITISH COLUMBIA

Suite 219, Yarrow Building, 645 Fort Street
Victoria, British Columbia V8W 1G2

Telephone (250) 383 4101
Facsimile (250) 383 4144

**READ
FIRST**

2010/2011 REGISTRATION RENEWAL/ REINSTATEMENT INFORMATION

Please find attached the 2010/2011 Registration Renewal/Reinstatement Application forms.

If you have any questions or concerns that are not addressed in the enclosed information, please check our website at www.cdhbc.com or call us at 1-800-778-8277.

Registrants whose applications do not arrive at the College office by February 28, 2010 will be removed from the register and may not practice beginning March 1, 2010.

Removal and Reinstatement

Registrants who do not renew their registration by February 28, 2010 will be removed from the register and may not practice beginning March 1, 2010. Registrants wishing reinstatement after March 1st may apply to the Board prior to **April 30, 2010** by providing a renewal application, including the appropriate renewal fee, plus payment of the reinstatement fee (\$145 practising, \$72 non-practising).

Renewal Application Items

- **Class of Registration (Item #1)**

Consult Tab 9 of your Registrant's Handbook (or the College website) for category descriptions, if necessary. Please select the Class of Registration for 2010/11.

- **Professional Negligence Insurance (Item #2)**

Please select the Professional Negligence Insurance carried that you are with. A copy of your 2010 insurance declaration/policy must be attached to your renewal application prior to submitting your renewal application form.

- **Continuing Competence (CC) (Item #3)**

Select one of the following choices that represent your Continuing Competency Cycle.

Please note:

- Registrants who have a CC cycle which ended on December 31, 2009 must submit their CC Credit Forms and must have reported a minimum of 75 CC credits as at December 31, 2009 to be eligible to renew practicing registration. A new personalized CC Credit Form reflecting your new 2010-2012 cycle will be sent to you with your registration card.
- Registrants with a cycle ending in another year may choose to submit their completed CC Credit Forms. CC Credit Forms submitted will be used to update total CC credits reported and will be reflected on your personalized 2010 CC Credit Form which will be sent to you with your registration card.

**Be sure to keep a copy of your CC Credit Form submissions for your records.
The College will not be able to provide copies in the future.**

If you require another copy of the 2009 CC Credit Form, you may obtain a blank copy from the College website at www.cdhbc.com.

- **Renewal and Reinstatement Fee Payment (Item #4)**

2010 – 2011 Fees

\$560 (\$415 Full, Full (Residential Care) or Conditional, plus \$145 reinstatement fee)

\$277 (\$205 Non-Practicing, plus \$72 reinstatement fee)

Payment in the form of a personal cheque or money order, payable to College of Dental Hygienists of BC, and attached to your renewal/ reinstatement application form. Post-dated cheques will not be accepted.

- **Collection of Personal Information and Consent to Release Mailing Information (Item #5)**

Please indicate whether you wish to allow the College to release your mailing information to legitimate agencies providing information of benefit to registrants such as continuing education opportunities. Registrants who choose not to release their mailing information will not receive mailings from UBC Continuing Dental Education or other providers of continuing education.

- **Radiation Protection Program (Item #6)**

The College of Dental Hygienists (CDHBC) participates in a public protection partnership program with the Radiation Protection Branch of the Ministry of Health to monitor the safety of x-ray installations that are the responsibility of CDHBC registrants. All registrants are to respond.

- **Renewal Declaration Statement (Item #7)**

All registrants should carefully review and sign this declaration statement.

- **Removal from the Register (Item #8)**

Registrants who wish to be removed in good standing should complete this section only and return the form to the College for processing. Removal from the register in good standing will be confirmed in writing by the Registrar after March 1, 2010.

- **Additional Information**

If you have questions not addressed in this information form, please contact the College office by telephone (1-800-778-8277 in BC or (250) 383-4101) or email (cdhbc@cdhbc.com). Additional copies of the renewal application form are available on the College website at www.cdhbc.com.