

Protocol and MOU
for
CDSS Academic Licensure

Background:

University of Saskatchewan and Government of Canada guidelines give preference to appropriately credentialed Canadians when filling academic positions. However, a shortage in Canadian academic dentists often means that the best candidate applying for a position in Dentistry, is a dentist who received his/her dental training outside of Canada.

These Internationally-trained applicants do not meet the normal requirements for licensure in the Province of Saskatchewan. Under the current system, they cannot supervise dental students in the provision of clinical dental care, thereby requiring the dental school to recruit from the very small, and sometimes non-existent, pool of Canadian applicants. This places the dental school at a distinct disadvantage relative to dental schools in other jurisdictions.

In other Canadian jurisdictions, special licensure categories ensure that highly qualified and carefully vetted International candidates have a licensure category that supports Dental Education and meets Regulatory requirements. A similar system was previously available in Saskatchewan. Unfortunately, the lack of a formal administrative system led to at least two cases of professional incompetence and the academic licensure category was discontinued.

In response to recruitment and retention problems that now threaten the continued existence of the dental school, the College of Dentistry respectfully proposes the re-establishment of an Academic Licensure Category, but this time with an effective administrative system that ensures the required clinical and professional standards of care.

Proposal

That the College of Dental Surgeons of Saskatchewan establish an Academic Licensure Category to support the College of Dentistry in recruiting and retaining Internationally-educated dental academics in circumstances where appropriately credentialed and experienced Canadian academics are not available.

That those registered under the Academic License be allowed to perform the following restricted procedures:

- i. Supervise all aspects of the provision of clinical dental care by College of Dentistry students within designated College of Dentistry facilities.
- ii. Provide clinical dental care within designated College of Dentistry facilities only, under indirect formal supervision and quality assessment systems.

Note: The provision of clinical dental care (i.e., private practice) must be limited to College of Dentistry facilities, as the College is only able to perform the required Quality Assessment procedures within the facilities where it has full control and jurisdiction. Further, appropriate supervision requires experienced academics who are familiar with the ACFD Competencies.

CDSS Academic Licensure Protocol

The CDSS Academic Licensure Protocol herein, would apply to new and existing (with the exception of Vetting and Selection of Candidates) Internationally-trained faculty members who are currently unlicensed.

Step 1 Vetting and Selection of Candidates

The Registrar, College of Dental Surgeons of Saskatchewan (CDSS), or designate, appointed as a member (non-voting) of the selection committee for all searches involving candidates where Academic Licensure is requested.

Step 2 Establishing Privileges

A. Student Supervision Privileges

Academic Licensure faculty can supervise College of Dentistry students when the students are performing all aspects of clinical dental care in designated College of Dentistry facilities.

B. Supervisor-Supported Private Practice Privileges

Prior to initiating any private-practice dental care, each Academic Licensure faculty is assigned a licensed Supervisor who will assume responsibility for the following steps:

1. Discuss Canadian dentistry
 - a. Discuss the expectations for a Canadian dentist in the specific specialty or general practice, as appropriate, so that the Academic understands the standards to which he/she will be evaluated.
2. Perform a Prior Learning Assessment
 - a. Assess the Academic's knowledge and clinical competency by arranging a series of face-to-face meetings to assess the Academic's dental knowledge and prior learning in the cognitive and affective domains. Open-ended questions, hypothetical clinical scenarios and case-based assessment are encouraged.
 - b. Arrange several clinical sessions, where the supervisor may interact and directly observe the Academic's communication skills and clinical skills.
3. Recommend and maintain a supervisory program
 - a. If areas of deficiency are identified in the PLA, recommending an appropriate series of readings, attendance at continuing education (hands-on for clinical deficiencies), and/or observation and participation in cases treated by the supervisor.
 - b. Based on the prior learning assessment, and the fulfillment of the recommendations, determine areas of clinical practice where the Academic Licensure faculty can or cannot practice under indirect supervision and specifying any clinical procedures where the Academic Licensure faculty may only perform under direct supervision. The appropriate method of supervision for specific areas of clinical practice, include:

- Areas of clinical practice that can be carried out with indirect supervision
- Areas of clinical practice that can only be carried out under direct supervision
- Areas of clinical practice that must be avoided until reassessed in the future.
- Continuing to provide the appropriate degree of direct and indirect supervision.

i. Indirect Supervision: Supervisor not directly in the building where care is being provided but is available for consultation. **When the supervisor is not directly in the building, a regularly licensed dentist must be available to provide hands-on support, if requested.**

ii. Direct Supervision: Supervisor physically present in the building where care is being provided.

- c. Establish protocols to contact the supervisor when working under indirect supervision, including details for telephone consultation and a schedule of periodic face to face meetings.

4. Communicate

- a. Document and formally communicate the prior-learning assessment to the Academic, the Dean, and the Registrar, CDSS.
- b. Communicate details of the Supervision plan to the Academic, the Dean, and the Registrar, CDSS.

c. Required Communication from the Prior Learning Assessment:

1. Educational Background
 - a. List Degrees & if obtained from an accredited North American institution.
 - b. List of specialty certification including any specialty boards.
 - c. List past academic appointments.
2. Professional Background
 - a. List past and present private practice experience and locations.
3. Supervisor's experience with affiliate
 - a. List all direct supervisory activities
 - b. List all indirect supervisory activities
4. Recommendations for Provision of Dental Care to the Public
 - a. Based on the PLA indicate procedures that may be performed with indirect supervision and any procedures that may not be performed without direct (in-building) supervision.
 - b. Indicate when a review of supervisory requirements will be held.
 - c. Indicate any procedures where the nature of the supervision has changed.

5. Demonstrate the activities undertaken during supervision, by showing separate progress notes and entries by the supervisor, in the form of signed addendums in the progress notes, or supervisor co-signature of treatment plans and progress notes.

Step 3 Establish a Quality Assessment System

The Dean of the College, or the Assistant Dean Clinics, will be responsible for periodic Quality Assessment of the dental care provided by Academic Licensure faculty. This Quality Assessment system will include the following components:

- Chart and radiograph review for a random selection of 10% of the patients treated by the Academic Licensure faculty, and will include follow-up patient exams, if required.
- Periodic Academic Licensure Quality Assessment will start with a minimum of twice-yearly assessments, and reduce to one yearly assessments, on mutual agreement of the Dean and Registrar, for individuals demonstrating consistently appropriate care.
- Written reports, provided to the Registrar, CDSS, for each periodic quality assessment, or for any significant quality of care problem.
- Full participation in the CDSS Practice Enhancement Review Process (PERP) at a frequency and process determined by the Registrar.

The following identifies the responsibilities of the participants under this protocol:

Dean:

1. Ensure that all Academic Licensure faculty are informed of their roles and responsibilities.
2. Nominate a Supervisor for each Academic Licensure faculty.
3. In conjunction with the Supervisor, develop a brief written supervisory protocol individualized to the circumstances of the particular Academic Licensure faculty, based on the Prior Learning Assessment and after meeting with the faculty member and Supervisor.
4. To immediately report in writing to the CDSS registrar, any change in Academic Licensure faculty circumstances.
5. Provide a periodic written report to the CDSS Registrar, initially every six months, on the situation for all Academic Licensure faculty. Upon agreement of the Registrar and Dean, the period between written reports will be reduced to once per year for individual Academic Licensure faculty who have demonstrated consistently appropriate dental care.

Supervisor:

1. Be a currently licensed dentist with the College of Dental Surgeons of Saskatchewan, in the field of specialization of the faculty, if appropriate.
2. Be a full-time faculty member or part time faculty member of the College of Dentistry.
3. Have adequate time and contact with the Academic Licensure faculty to carry out the required supervisory duties and responsibilities.
4. Maintain a written confidential record of the supervision results, to be shared with the Dean (or Designate) of the College of Dentistry, the Registrar of the CDSS.
5. Oversee the activities of the Academic Licensure faculty with the aim of ensuring quality care delivery to the public.

6. Report in a timely manner any changes which occur related to further assessment or consideration for indirect supervision for the Academic Licensure faculty.

Academic Licensure Faculty:

1. Participate fully in all aspects of the Academic Licensure system.
2. Work collaboratively with the designated Supervisor to allow a meaningful Prior Learning Assessment.
3. Work diligently to ensure that the supervisory system is used as intended, by consulting with the designated supervisor when needed, and seeking hands-on support from the regularly licensed supporting dentist when needed.
4. Limit professional clinical practice to those procedures identified as appropriate for indirect supervision unless the designated supervisor is directly supervising and is present in the building.
5. Must understand and agree that this license is not a direct pathway to full licensure as a general dentist or specialist dentist in Saskatchewan or any jurisdiction in Canada. It is an opportunity to teach and gain additional knowledge, skills and abilities in a supervised environment. Such could support a candidates' desire to seek full licensure via the NDEB equivalency process and the NDEB certification examination for licensure as a general practitioner or the DSCKE and RCDC/NDSE certification process for specialty licensure pursuant to any other licensure requirements in Saskatchewan or other Canadian jurisdiction.

**Memorandum Of Understanding
Between
The CDSS
and
The College of Dentistry, U of S**

The above protocol is agreed by all parties signed below to be the basis for CDSS Academic Licensure of suitable candidates who otherwise qualify complete all necessary forms and requirements of such license to become licensed as an Academic Member of the CDSS.

The Dean, College of Dentistry: _____

The Candidate: _____

The Supervisor: _____

The Registrar, CDSS: _____

Date: _____



"[Click here & Enter Month/Day/Year]"

Dr. [Click here and type name]
College of Dentistry
University of Saskatchewan

Dear Dr. [Click here and type name]

**Letter of Agreement
College of Dentistry, University of Saskatchewan and Academic License Supervisors
(General or Specialist)**

The College of Dentistry, University of Saskatchewan, formally invites you to serve as the Academic License Supervisor for Dr. [Click here and type name]. As a Supervisor, you agree to follow the terms, conditions and responsibilities as outlined by the College of Dental Surgeons of Saskatchewan and the College of Dentistry in the attached document:
"Discussion Paper: Academic Licensure in Saskatchewan."

If you have any questions about the roles and responsibilities of a supervisor please contact the CDSS Registrar directly.

This agreement will take effect upon your signing of this letter and will end when formal written notice specifies an end date for the supervision.

Thank you.

Dr. Doug Brothwell
Dean
College of Dentistry

Signature of Academic Licensure Supervisor

Date