

**CDA Articulation Committee Meetings
BCIT Downtown Campus
711 – 555 Seymour Street, Vancouver BC
April 7 – 8, 2016**

Minutes

Chair: Mandy Hayre, Camosun College
Recorder: Heather Brown, CNC
 (For Karen Klenk, University of the Fraser Valley)
Process Guide: Shelley Melissa, Camosun College

Attendance:

Mandy Hayre	Camosun College
Shelly Melissa	Camosun College
Karen Klenk	University Fraser Valley
Joanne Gibbons-Smyth	Okanagan College
Michelle Rosko	Vancouver Community College
Heather Brown	College of New Caledonia
Debbie McCloy	Douglas College
Marianne Roden	Vancouver Island University
<i>Regrets</i> – Linda Olm	College of the Rockies

Thursday April 7, 2016

Item & Presenter	Details	Action
1. MH	Review and Approval of the 2016 Agenda	All
Guest speakers and Guest Information:		
Agnes Arevalo	CDI College	1:00 – 4:00
Sandra Woodrow	CDI College	
Pauline Imai (regrets)	MTI College	
Leslie Riva regrets sent report	CDSBC	2:00 pm
John FitzGibbon	BCCAT	2:30 pm
Amanda Smith/Kristine Mulligan	CDABC	3:00 pm
2. MH	Approval of Minutes from April 17 - 18, 2015 <ul style="list-style-type: none"> • No changes – approved as presented 	MH to send to BCCAT for posting to website
3. ALL	Action Items from 2015 Meeting	

3.1	MR - VCC	<p>VCC's letter to CDSBC was circulated to the Articulation Committee. CDSBC responded November 22, 2015– response was no action would occur.</p> <p>However since then CDSBC CDA Advisory Committee has called a meeting Tuesday, May 31, 2016 @ 5:30 pm (see 5.16)</p>	Action complete
3.2	MR - VCC	<p>Each program will send a letter to CDSBC requesting clarification and rationale for the requirement of re-assessment of patients in educational institutions by a dentist or dental hygienist.</p> <ul style="list-style-type: none"> • <i>This is now on hold since CDABC, CDA Advisory committee has called a meeting for Tuesday May 31, 2016 at 5:30 pm to discuss this issue</i> 	No Action required.
3.3	MH & MR - VCC	<p>Articulation Committee (Mandy/Michele) will write a letter to CDAC about the burden this survey places on CDA students and CDA programs. Student developed and analyzed data does not provide for reliable/valid data. Michelle will request help from Dr. Dwight Harley in articulating our concerns.</p> <ul style="list-style-type: none"> • This request has not been made to date, but Michelle will be seeing Dr. Harley this spring and will speak to him at that time. • <i>Michelle will share the survey that Dr. Harley developed for the VCC students</i> 	<p>MR to follow up with Dr. H.</p> <p>MR to share survey</p>
3.4	MH	<p>Articulation Committee will write a letter requesting that CDSBC and CDABC meet with the Ministry of Advanced Education yearly with college/university offering dental auxiliary education to lobby for secure sources of funding for CDA programs</p> <ul style="list-style-type: none"> • <i>Letter was not sent as MH spoke with CDABC and the association may not understand the issue and requires more education.</i> • <i>Determined that it is not this committee's role to bring these issues forward – funding concerns need to come from CDABC,</i> • <i>Suggest to CDABC that an adhoc education sub-committee be created to provide background information, and if needed the letter to forward</i> 	<p>Action -All</p> <p>See guest conversation</p>

		<p>to CDSBC and Ministry of Ad Ed for all CDAs have mandatory malpractice insurance and mandatory membership to association</p> <ul style="list-style-type: none"> • NOTE: when the committee met with CDABC, they said they would take it to the board for consideration. 	
3.5	All	<p>Articulation Committee will write another letter to request that the CDSBC align the requirements for re-assessments in educational settings to that of private dental practices. We also request a rationale in writing for their decision.</p>	Action complete.
3.6	MR - VCC	<p>Enquire about where/how the new Occupational Analysis document can be assessed.</p> <ul style="list-style-type: none"> • Is online now: NDAEB and CDAA • It was determined that there had been no significant changes that impacted CDA's, therefore no curriculum changes were needed as a result. 	No Action needed
3.7	All	<p>Teleconference to discuss need for updating the BC Curriculum Guide based on revisions to the occupational analysis. Wait for publication and distribution of the occupational analysis and NDAEB's decisions.</p> <ul style="list-style-type: none"> • Changes were not significant enough to impact curriculum changes (see 3.6 above) 	No Action needed
3.8	MR-VIU	<p>Marianne will circulate article regarding the use of cell phones with this generation.</p> <ul style="list-style-type: none"> • Done 	Action complete.
<p>12:10 pm Lunch Break</p>			
		<p>1:00 pm Guests arrived</p> <p>Sandra Woodrow CDI – Burnaby Agnes Arevalo CDI – Dental Program Lead - Burnaby</p> <p>Opened up discussion again regarding the CDSBC letter from the CDA Advisory committee (see 5.16 below)</p> <ul style="list-style-type: none"> • Limitations with 60-day rule regarding reassessment of patient treatment • Would like to be able to do reassessment on patients as dental assisting educators are currently doing for students throughout the year 	

	<ul style="list-style-type: none"> • Both Sandra and Anges plan to attend the CDA Advisory meeting on May 31, 2016 <p>Guests were asked if they had anything to ask of this committee</p> <ul style="list-style-type: none"> • Q. Are there avenues of extension (learning) beyond a students' DA certificate? • A. This would be considered institutional work and the not role of this committee <p>Leslie Riva</p> <ul style="list-style-type: none"> • Not in attendance. CDSBC report was distributed and discussed. <p>Question to CDI</p> <ul style="list-style-type: none"> • Q. VCC (MR) is interested in offering the orthodontic module – Did CDI write or buy the orthodontic module? • A. CDI wrote the curriculum and went through the CDSBC approval process. <p>Discussion – single provisional crowns – are they being taught within the curriculum? DA program curriculums have the requirement of teaching many skills to get a student to entry level practice within 10 months. Since this is not an entry level skill (CDSBC states that this skill is not able to be preformed until the CDA has 1 year of practice post-grad) it is not being taught</p> <ul style="list-style-type: none"> • suggestion - letter to be sent to CDSBC stating the single provisional crown is not being taught within the 10 month programs. We support the prosthodontic module. VCC will created and share letter that will be presented at PAC and all other individual PACs will be asked to also send a letter. <p>Update from Okanagan College – Dean, CDA program has stated that the prosthodontic module will not be for sale.</p> <p>2:10 pm Guests Arrived</p>	<p>Action – VCC will share their letter</p> <p>Action JG-S will confirm</p>
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	<p>Amanda Smith & Kristine Mulligan CDABC arrived</p> <p>Introductions made around the table</p> <p>CDABC has a new president Chelsie Trask-Soltez. Arlene Cearns will continue as past-president and will still be doing school visits when asked. 7 board members – no longer regional (by-laws changed a year ago)</p> <p>Some of the CDABC work that is going on at this time:</p> <ul style="list-style-type: none"> • Continue to work with CDSBC on recognition of CDA inclusion in decision making processes ie: no consult with the CDA sedation course. • Trying to clarify the official line of communication with CDSBC – keeping official notes, provide lengthy enough timelines appropriate to prepare for upcoming issues/concerns. • Unlicensed practice in BC is soon to be looked at; how is this being monitored? • Radiographic module needs to be clarified in the by-laws in relation to non-certified CDAs taking them; how are people being monitored? Do they have to do continuing education? If so, how much? Is the education appropriate? • Language regarding the dental professional working on/preforming doing dentistry on significant others; CDSBC had been enforcing this language but now this statement has been held in exception as a result of an outcry from the BC dental community. • Slim resources and CDABC board are being mindful of which issues are being prioritized and discussed with CDSBC <p>CDABC is a client of Support Services Unlimited (SSU) – board members have the ideas to be done and SSU provides the expertise such as accountants, web design etc. CDABC pays a fee and the number of hours are customized to the needs of the association.</p> <p>Amanda Smith is the client manager to CDABC. She oversees the business of the association and then forwards and directs association work/ issues to the expertise within SSU.</p>	<p>Action: all programs to forward dates of graduation – Name to follow</p>
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		4.2 Circulated the program comparable chart <ul style="list-style-type: none"> • updated 	MH will update and circulate
5.		New Business	
5.1	MH	Rotation Schedule for the process guide <ul style="list-style-type: none"> - CNC and Douglas will switch chair positions - From this meeting forward, if changes are made they need to be recorded in the rotation guide 	MH will correct the Rotation Schedule and distribute
5.2	MH	Supplemental Exams Discussed –Policy and Practice varies across institutions and programs <ul style="list-style-type: none"> • Camosun is in need of language and is writing a policy and compiling information 	Action – Everyone will send their policies copied to articulation members
5.3	MH	International Students <ul style="list-style-type: none"> • Discussed • One college is given extra funding from International Ed for department • Some departments take within the max enrolment and others supersede max enrolment 	No Action
5.4	MH	CDHBC Announcement and share with CDABC <ul style="list-style-type: none"> • At the 2016 PDC an announcement was made based on the recognition that the lack of malpractice insurance is a public safety issue • CDHA/CDHBC will be aligning the malpractice insurance purchase with hygienist's annual renewal fees • Malpractice insurance is mandatory in BC • Also a bylaw rewrite for Dental Hygiene has been moved to government level for approvals; the bylaw revisions are <ul style="list-style-type: none"> • The elimination of the 365-day rule • The elimination of LA supervision by dentist • No supervision for radiographic imagery by dentist • Ability to prescribe meds for patient care 	Info only No Action
5.5	MH	Public Clinic Client Requirements <ul style="list-style-type: none"> • Discussed and shared client requirement info from each program and number of clinic hours/days 	No Action
5.6	KK	Pulp Vitality testing <ul style="list-style-type: none"> • Discussed the types of tests demonstrated and student performance evaluations 	No Action

5.7	KK	Oral surgery – variety in suture removal <ul style="list-style-type: none"> • Most have students remove individual suture for evaluation 	No Action
5.8	KK	Student exposure / experience with intra-oral and extra oral photography (software) <ul style="list-style-type: none"> • Shared – most are demonstrating and it is solely a student experience • Appears to becoming commonly used in assessment procedures in private practice 	No Action
5.9	KK	Dental reception skills competency <ul style="list-style-type: none"> • Shared program experiences 	No Action
5.10	SM	Restorative and Specialty Assists (#s, types) <ul style="list-style-type: none"> • Shared program experiences with number of amalgam, composites (anterior/posterior), C&B, Endo and Surgery procedures 	No Action
5.11	SM	Student Progress (Pass/Fail requirements for clinic) <ul style="list-style-type: none"> • Discussed clinic letter grades vs Pass/Fail, Satisfactory/Unsatisfactory • Most programs grade S/US in clinic 	No Action
5.12	SM	Client recruitment for public clinics <ul style="list-style-type: none"> • Shared program experiences • Recruitment ranges from recall pools, student recruitment &/or arrangements with children bussed into preventive clinic sessions 	No Action
5.13	MH	SLP Rep for articulation <ul style="list-style-type: none"> • Systems Liaison's Position (SLP) • Question raised if we (Dental Assisting Articulation) want this position filled • Committee is happy without this position filled 	No Action
5.14	MH	Health Dean's Meeting provincially <ul style="list-style-type: none"> • Ask Deans to put the 60/10 funding issue on their provincial meeting agenda three times per year and the inform the Dean's about the shortage of CDAs throughout the province • After the provincial dean's meeting ask for the conversation around this subject 	Action HB to ask for doc DA shortage in BC from acting Dean
5.15	MH	2016 -17 Call for Project proposals for transfer innovations funding <ul style="list-style-type: none"> • \$15,000 approx. is available thru BCCAT • Project proposals are always welcome 	No Action
5.16	JG-S	CDSBC Bylaws 8.14 referring to March 15 th letter Discussion regarding dentists in clinics / screenings and working within 60 days. Financial burden could impact	

	<p>student educational experiences and /or the sustainability of the public dental assisting programs.</p> <p>Program educators have been invited to CDSBC Advisory committee to discuss the issue of having a dentist in the clinic for all procedures during the 10 month programs.</p> <p>We will be asking the CDA Advisory committee there be an addition made to the Bylaws that outlines the supervision of the provision of dental assisting services – same as the wording that applies to hygienists, technologists, dental students and dental therapists.</p> <ol style="list-style-type: none"> 1. Also making a revision to the statement 8.04 (2) Subsection (1) does not apply to the provision of services in the context of a certified dental assisting program, to the extent necessary to allow students to practice on each other add or all patients for the duration of the educational year. 2. Convey to the committee the point mouth is a mouth is a mouth; student supervision vs patient/client supervision should be the same 3. Inform the committee that we are not aware of any documented legal issues or harm has that occurred in provincially funded dental assisting programs. We want CDA professional educators to be permitted to assess services for students/patients/clients. This would align us with other professional educators such as Resident Care/Long term Care, Pharmacy Technicians, LPN <p>Michelle Rosko will be the spokes person for the CDA Articulation Committee – focus will be the 3 identified speaking points seen above. Our committee will be prepared to leave a briefing note that outlines the speaking points – we will provide the briefing note to the committee if there is a clear understanding of our concerns – will not be offered it the committee does seem clear. Our request has always been that the CDA educator be able to reassess the services within the 60 day rule. And reminder needs to be made that there have been no significant concerns with our current practice</p> <p>Schedule for the afternoon 1:00pm pre-mtg @ VCC - Rm TBA</p> <ul style="list-style-type: none"> • invite the private colleges also 	<p>Action MR,VCC will be the rep for this committee</p> <p>All – attend the May 31 mtg</p> <p>Action DM– call Claudia Ashford and invite to the pre-mtg</p> <p>MH to contact Pauline Imai from MTI</p> <p>MH to call Linda Olm to discuss</p>
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		Leave VCC 4:45pm for the 5:30 mtg at CDSBC office	
5.17	JG-S	CDABC student memberships – should they be mandatory <ul style="list-style-type: none"> discussed with CDABC rep yesterday 	No Action
5.18	JG-S	Immunizations for program acceptance <ul style="list-style-type: none"> Shared program practices Discussed HSP.net for tracking purposes 	No Action
5.19	JG-S	Traditions of practice – Professionalism <ul style="list-style-type: none"> Discussed how students are graded on professional behaviours in didactic/clinical courses 	No Action
5.20	JG-S	CDA shortage – outlying areas of BC <ul style="list-style-type: none"> Discussed the issue across the province 	No Action
5.21	SM	Radiograph numbers (how many BW/FMS). Horiz or Vert BWs <ul style="list-style-type: none"> Shared program practices Generally most programs start with film to learn and then move to digital imagery 	Action HB will share IT name for encrypted digital share
5.22	SM	Polishing Technique <ul style="list-style-type: none"> Varying techniques are addressed in text books Selective polish is questionable Full polish with an appropriate agent is the method that the majority of programs are practicing 	No Action
5.23	MR-VIU	Curing Lights <ul style="list-style-type: none"> VIU needs to purchase 9 units immediately 	Action All – send brand name and why they were chosen to MR-VIU
5.24	MR-VIU	Practice management <ul style="list-style-type: none"> Discussed reception requirements for students Most teaching ‘what the CDA needs to know’ 	No Action
5.25	MR-VCC	5.25 Single Unit Crowns <ul style="list-style-type: none"> Discussed –see conversation when guests were in attendance on Thursday afternoon 	No Action
Comprehensive notes regarding specifics in programs were being taken by Marianne Roden			Action MR – VIU will share comprehensive

		notes on request
6	Institutional Reports: Verbal highlights <ul style="list-style-type: none"> • Shared highlights 	All – Action Share fundraising ideas with VIU
7	Next Year’s Meeting – Chair and Recorder <ul style="list-style-type: none"> • Douglas College will chair and College of the Rockies will record 	MH to contact Linda Olm to ‘remind’ re: recorder for next year
	7.a Insert chair and recorder rotation into the meeting minutes/agenda RECORDER: 2014 - Douglas College (traded order with VCC) 2015 - Vancouver Community College 2016 - University of the Fraser Valley 2017 - College of the Rockies 2018 - College of New Caledonia 2019 - Vancouver Island University 2020 - Okanagan College 2021 - Camosun College 2022 – Douglas College (Rotation starts again) CHAIR: (TERM: 2 annual meetings & lead time to 3rd meeting) 2013 - 2014 - College of the Rockies 2015 - 2016 - Camosun College 2017 - 2018 - College of New Caledonia 2019 - 2020 - University of the Fraser Valley 2021 - 2022 - Douglas College 2023 - 2024 - Vancouver Island University 2025 - 2026 - Okanagan College 2027 - 2028 - Vancouver College 2029 - 2030 - College of the Rockies (Rotation starts again) Determine a process guide and add as a rotation PROCESS GUIDE ROTATION: 7.b 2017 - 2018 - Camosun College 2019 - 2020 - College of New Caledonia 2021 - 2022 - University of the Fraser Valley 2023 - 2024 - Douglas College 2025 - 2026 - Vancouver Island University 2027 - 2028 - Okanagan College	Action: MH will send out edits MH will add process guide as a rotation and circulate with the rotations schedule

		2029 - 2030 - Vancouver Community College 2031 - 2032 - College of the Rockies (Rotation starts again)	
8		Report from Process Guide <ul style="list-style-type: none"> We stayed on task and the items on the agenda and the items added were all covered! 	No Action
9		Next Meeting <ul style="list-style-type: none"> April 20, 17 9:00 to 4:00 & April 21,17 9:00 to 3:00 @ BCCAT conference room; 711 – 555 Seymour Street Vancouver, BC 	
10		Adjourned Friday April 8, 2016 @ 3:00 pm	