



# Saskatchewan Dental Therapists Association

## Competency Assurance Requirements

Effective: January 2, 1998  
Reviewed and Updated : January 25, 2026

## INTRODUCTION

To maintain licensure with the Saskatchewan Dental Therapists Association (SDTA), all practicing and non-practicing registrants are required to complete **a minimum of 40 continuing education (CE) credits every three years**, as outlined in the Saskatchewan Dental Therapy Bylaws.

Continuing education is a personal, professional, and ethical responsibility. It ensures registrants maintain competence, strengthen their skills, and stay current with evolving standards, knowledge, and best practices in dental therapy.

## CONTINUING EDUCATION CREDITS

### Requirements

All practicing and non-practicing registrants are required to complete **a minimum of 40 continuing education (CE) credits within each three-year licensing period** to maintain licensure with the Association.

The three-year CE accumulation period begins at the time of licensure and ends on **December 31 of the third licensing year**.

CE credits must be earned within the registrant's current three-year period. Credits completed before the start of a new three-year period cannot be applied to that period. In addition, any credits earned beyond the required 40 cannot be carried forward into the next three-year period.

*For new Dental Therapy graduates, and new registrants after July 1<sup>st</sup> the three-year CE period begins on January 1 of their first full licensing year.*

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### Guidelines

Continuing education (CE) credits are awarded for approved continuing education courses and professional development activities in accordance with policies set by the Credentials Committee and approved by Council.

CE credits are generally granted on an hour-for-hour basis, unless otherwise specified. Only actual instructional time—including lectures, instructor-led learning, and practicum hours—is eligible for credit.

Registrants are required to retain and submit proof of attendance or completion for each course or activity claimed for CE credit.

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## **Reporting of Credits**

Registrants are responsible for providing evidence, satisfactory to Council, that they have completed the required continuing education (CE) credits. All documentation must be submitted to the Registrar.

Continuing education courses or professional development activities sponsored by Council are automatically pre-approved for CE credit.

For conventions or conferences that offer multiple sessions, registrants must clearly identify which sessions were attended and submit proof of attendance for each session claimed. Receipts or proof of payment alone are not accepted as evidence of attendance. Submissions must include the session title, subject matter, and content.

CE credits may also be granted for courses or activities not sponsored by Council. In these cases, registrants are responsible for submitting complete details, including:

- date(s) of the course or activity
- number of hours attended
- course outline or description
- proof of attendance

Additional information may be requested by the Registrar if needed.

All CE credit submissions must include the SDTA Continuing Education Credit Request Form along with all supporting documentation. Once self-reporting is complete, all documentation must be submitted online.

### **Delegation and Appeal - Section 21(4-7) of the Dental Disciplines Act:**

If you disagree with a decision made by the Registrar under delegated authority, you may request a review by Council.

When reviewing the decision, Council will consider the matter and may:

- direct the Registrar to reconsider or apply the decision differently, or
- confirm the Registrar's original decision.

You have the right to attend the Council meeting in person to explain your concerns and support your request for review.

Following the review, Council will provide you with written notice of its decision.

## **Records**

It is each registrant's personal and professional responsibility to report continuing education (CE) credits on a regular basis. Registrants are encouraged to submit CE credit applications as soon as possible after course completion. The Registrar may refuse CE credit submissions made more than one year after the course or activity was completed. Late submissions will be reviewed on a case-by-case basis.

Upon request, the Registrar will provide registrants with an updated CE record. Once the self-reporting system is live, current CE reports will be available online at any time. Registrants are responsible for reviewing their CE records regularly to ensure accuracy and to confirm they are meeting CE requirements for license renewal.

Each registrant must maintain their own continuing education records, including detailed information and supporting documentation for every course or activity completed. Registrants may be asked to submit this information to the Registrar at any time. CE credit submissions may be rejected if required documentation is incomplete or missing, and CE audits may be conducted at any time.

If there is a discrepancy between a registrant's records and those held by the Registrar, the registrant will be required to provide evidence, satisfactory to the Registrar, confirming completion of the required CE credits.

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## **Miscellaneous**

Registrants are responsible for all costs associated with completing continuing education activities, including registration or tuition fees, meals, travel, and related expenses.

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## CONTINUING EDUCATION CATEGORIES

Continuing education (CE) courses and professional development activities must be intellectual or professional in nature and relevant to the practice of Dental Therapy.

CE credits may be earned through a variety of eligible courses or activities, as outlined in the categories below.

### **Dental Therapy Practice Credits – A**

Courses or activities that directly relate to the practice of Dental Therapy are eligible for A Credits. These include learning in the areas of:

- clinical dental therapy
- oral health promotion
- research and evidence-informed practice

A **minimum of 20 A Credits** must be completed within each three-year period.

Examples: restorative treatment, patient management, cultural competency.

### **Practice Management and Personal Enhancement Credits – Other**

Courses or activities that support the administration, management, or sustainability of Dental Therapy practice, as well as personal health and well-being, are eligible under this category. These activities should contribute to a healthy, effective Dental Therapy work environment.

Examples: First Aid training, practice management software (e.g., Dentrix), ergonomics, stress management, yoga.

Once the **minimum 20 A Credits** requirement has been met, the remaining credits needed to reach the **40-credit total** may be earned through **any combination** of:

- Dental Therapy Practice Credits – **A**, and
  - Practice Management and Personal Enhancement Credits – **Other**.
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## CONTINUING EDUCATION ACTIVITIES

All continuing education courses or professional development activities are available for credit under the classifications described below.

### **1. Courses/Workshops/Conventions/Conferences/Meetings**

Continuing education courses, workshops, conventions, conferences, and meetings offered by a variety of providers and delivered in various formats are eligible for **hour-for-hour credit** based on actual lecture and/or practicum time. Credits are assessed and granted by the Registrar based on the content and relevance of the activity.

### **2. Lecturers/Presenters/Facilitators**

Registrants who serve as lecturers, presenters, or facilitators for Dental Therapy–related education are eligible for hour-for-hour Dental Therapy Practice A Credits, to a maximum of **five (5) A Credits per year**. Eligible activities include special sessions, table clinics, guest lectures, workshops, courses, and presentations delivered to dental professionals, study groups, health groups, educational programs, or the general public.

### **3. Dental Therapy Program Instructors**

Registrants who serve as instructors in the University of Saskatchewan Bachelor of Science in Dental Therapy program are eligible for **five (5) Dental Therapy Practice – A Credits per year**.

### **4. Full-Time Advanced Study**

Registrants enrolled in full-time programs relevant to the practice of Dental Therapy may be considered to have met their continuing education requirements for the duration of their studies, at the discretion of the Registrar. A new three-year continuing education period will begin on January 1 following completion of the program.

Registrants must submit annual proof of enrolment or an official transcript to confirm their status.

Example: Dental Hygiene programs.

### **5. Formal Programs of Study for Dental Therapists**

Registrants who successfully complete formal programs of study specific to Dental Therapy may be granted continuing education credits, as determined by the Registrar or Credentials Committee and approved by Council.

Examples of eligible programs or modules include orthodontics, permanent extractions, oral myofunctional therapy, space maintenance, and study models and impressions.

## 6. Virtual CE Sessions

Registrants who complete virtual continuing education sessions are eligible for continuing education (CE) credits. Submissions must include proof of completion and all required supporting documentation.

There is **no maximum** number of CE credits that may be earned through virtual learning within a three-year reporting period; however, **no more than eight (8) credits may be claimed in a single calendar day.**

## 7. Publications

Articles relevant to the Dental Therapy profession that are written and published in professional publications may be eligible for **up to three (3) Dental Therapy Practice – A Credits per article**, to a maximum of **nine (9) credits per three-year reporting period**, subject to evaluation by the Registrar and supported by the Credentials Committee.

## 8. Meetings

Registrants elected to the SDTA Council are eligible to claim **three (3) Dental Therapy Practice – A Credits per meeting attended** to a maximum of **six (6) credits per year.**

Registrants serving as official representatives of the SDTA at meetings not sponsored by the SDTA may claim **one (1) Dental Therapy Practice – A Credit per meeting attended** to a maximum of **two (2) credits per year.**

*Interim Provision: Until the Canadian Dental Therapists Association (CDTA) is functioning independently, registrants elected to Council may claim **six (6) Dental Therapy Practice – A Credits per year.***

Registrants attending an SDTA or CDTA General or Annual Meeting are eligible to claim **two (2) Dental Therapy Practice – A Credits per meeting attended.** Registrants attending General or Annual Meetings of other dental associations may also apply for **two (2) Dental Therapy Practice – A Credits per meeting attended.**

The **combined maximum** for General or Annual Meeting credits is **four (4) credits per year.**

## 9. Volunteer Activities

Volunteer activities related to the practice of Dental Therapy may be eligible for **hour-for-hour Dental Therapy Practice – A Credits**, to a maximum of **five (5) A Credits per activity per year** and **fifteen (15) A Credits per three-year reporting period.** All volunteer activities are reviewed on a case-by-case basis by the Registrar.

## 10. Mentoring

Registrants who serve as a mentor or preceptor to a prospective Dental Therapy student, a Dental Therapy student, or an internationally trained Dental Therapist may be eligible for **hour-for-hour Dental Therapy Practice – A Credits**, to a maximum of **five (5) A Credits per three-year reporting period**.

A summary of the mentoring provided, completed by the student, must be included with the Continuing Education Credit Request Form submitted by the registrant.

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### **Mandatory Requirement to Maintain Licensure**

#### **Cardiopulmonary Resuscitation (CPR) - Dental Therapy Practice – A Credits**

Registrants are required to complete a Cardiopulmonary Resuscitation (CPR) certification **at least once during each three-year reporting period** to maintain licensure with the SDTA.

CE credits are awarded hour for hour based on the total course duration, to a maximum of **six (6) Dental Therapy Practice – A Credits per three-year period**. Any additional CPR hours, including repeated courses within the same reporting period, will be classified as **Practice Management and Personal Enhancement – Other Credits**.

CPR certification courses must include both a theory component and hands-on skills training.

Acceptable CPR certifications include:

- CPR/AED Level C
- Basic Life Support (BLS)
- Health Care Provider (HCP)

Online CPR courses are acceptable provided they are offered by a recognized Canadian CPR provider and include proof of completion.

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#### **COMING SOON!**

Mandatory continuing education requirements will be expanded. Additional details and implementation timelines will be shared as they become available.

The expanded mandatory requirements will include:

- Infection Prevention and Control
- Cultural Competency
- Jurisprudence