



MANITOBA DENTAL ASSOCIATION

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CHECKLIST FOR REGISTRATION IN THE DENTAL EDUCATOR CATEGORY

- Read *Instructional Guide to Completing Dentist Registration Application Form*

FORMS

- Identified *Dental Educator* as the Registration category
- Answered all the questions on application and consent forms in the Registration Package
- Attached a passport-type photograph to the *Dentist Initial Registration Application Form*
- Signed *Dentist Initial Registration Application Form* and had it properly witnessed and notarized
- Completed and signed release forms for third party assessors, health providers and prior regulatory bodies
- Completed and signed *Declaration of Commitment to Ethical Practice and the Public Interest*

SUPPORTING DOCUMENTS – PERSONAL

- Certified copy evidencing a name change, if you changed your name
- Certified copy of government issued photo identification
- Certified copy of citizenship, permanent residency or work permit

SUPPORTING DOCUMENTS - EDUCATION AND ASSESSMENT

- Certified copy of dental degree
OR original letter sent directly from Dean of Faculty where completed your dental degree to MDA
- Certified copy of NDEB certificate
- Certified copy of dental specialty degree
OR original letter sent directly from Dean of Faculty where completed your specialty degree to MDA
- Certified copy of NDSE certificate or Fellowship from the Royal College of Dentists of Canada
- Certified copy of hospital-based internship if you had completed a hospital-based internship
OR original letter sent directly from Dean of Faculty where completed a hospital-based internship to MDA
- Certified copy of agreement with a study club or approved sponsor
- Original copy of approval by the Continuing Competency Dental Educator Sub-committee
- Proof of appropriate malpractice insurance
- Proof of valid resuscitation/life support training
- Proof of Canadian jurisprudence and ethics training
- Two letters of reference – signed and dated sent directly to MDA

SUPPORTING DOCUMENTS - PRACTICE HISTORY

- Requested Certificate of Standings for each regulatory body of prior health professions and jurisdictions
- Attached separate sheets with written details as requested on *Dentist Initial Registration Application Form*
- Enclosed separate payments for the registration and initial licensure fees

FEES FOR REGISTRATION AND LICENSURE IN THE DENTAL EDUCATOR CATEGORY

Registration - application fee	\$ 850.00
Licensure - initial application	At discretion of the Board