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I. An introduction to the profession

Regulated Profession: **Dentist (General Practitioner)**

Regulator: **Manitoba Dental Association (MDA)**
202-1735 Corydon Avenue
Winnipeg, Manitoba R3N 0K4
T: 204-988-5300
e: office@manitobadentist.ca

Regulated Titles:

- Dentist
- Licentiate of Dental Medicine

National Examining Body: **National Dental Examining Board of Canada (NDEB)**

Other Key Organizations:

- University of Manitoba College of Dentistry
- Commission on Dental Accreditation of Canada (CDAC)

Membership Associations:

- Winnipeg Dental Society (WDS)
- University of Manitoba Dental Alumni Association (UMDAA)
- Western Canadian Dental Society (WCDS)

Membership in WDS, WCDS and UMDAA is voluntary and available to practicing and non-practising dentists.

**Note:** This Guide is intended for users in Manitoba only. Information has been sourced, wherever possible, from the professional regulatory body in Manitoba.
Regulatory body

In Manitoba, dentists are regulated by the Manitoba Dental Association (MDA). The MDA operates under the authority of The Dental Association Act. The Act also governs dental specialists and dental assistants.

To practice dentistry in Manitoba and to use the title of Dentist (or Licentiate of Dental Medicine) individuals must be registered and licensed with the Manitoba Dental Association.

Dental hygienists and denturists are also regulated professions in Manitoba; each is defined by its own Act and is governed by its own regulatory body. Dental hygienists are regulated by the College of Dental Hygienists of Manitoba (CDHM). Denturists are regulated by the Denturist Association of Manitoba. This guide focuses on general practitioner dentists only.

The oral health team

Dentists typically work in a general dental practice or in a specialty dental practise as part of an oral health team. The team includes:

- **General Practitioner Dentists** - the primary care providers for patient oral health. They are responsible for the diagnosis, treatment, management and overall coordination of services to meet oral health needs. Common treatment activities include preventative, restorative and surgical care.

- **Dental hygienists** - promote preventative oral health though patient education, assessment of oral soft tissues, scaling and polishing of teeth. They are qualified to perform dental x-rays.

- **Registered dental assistants** - generally conduct their work near the dental chair where instruments, materials, and medicaments are prepared according to each procedure. They are qualified to produce impressions and dental x-rays, sterilize dental instruments, and monitor infection control procedures. They typically work directly with the dentist throughout the patient treatment time.

- **Administrative staff** - manage practice, book and schedule appointments, oversee billings/payments, coordinate dental benefits with insurers, and other office duties.

- **Denturists** - design, repair, reline, and make removable dental appliances (prosthetic dentures or dental plates) for people who are missing some or all of their natural teeth. For these purposes, they may also take necessary impressions of the inside of the mouth.

- **Dental specialists** - typically work in a specialty dental practice (i.e. an orthodontic practice). Like general practitioner dentists, specialists are regulated by the MDA. For a list and summary of specialists regulated by MDA click on [Dental Specialists](#).
National examining body

The National Dental Examining Board of Canada (NDEB) certificate is recognized by the MDA as one of the requirements for registration as a general practitioner dentist. The NDEB:

- establishes the qualifying conditions for a national standard of dental competence for general practitioners
- develops, maintains and reviews assessment mechanisms for evaluating those conditions
- grants certification to dentists who successfully meet the national standard

National accrediting body

The Commission on Dental Accreditation of Canada (CDAC) is the national body recognized by the MDA for accrediting dental, dental speciality, dental residency, and dental assisting education programs in Canada. CDAC also accredits dental hygiene training programs. An accredited dental training program is one that has been accredited by the Commission on Dental Accreditation of Canada (CDAC) or under a reciprocal agreement with CDAC.

There are currently 10 accredited dental training programs in Canada which lead to either a Doctor of Dental Medicine (DMD) or Doctor of Dental Surgery (DDS). In addition to the 10 Canadian programs, international dental training programs may be recognized as accredited through reciprocal agreements between CDAC and the dental accrediting bodies in USA, Australia, New Zealand, and Ireland. All other dental programs are referred to as non-accredited dental programs.

Graduates of Accredited Dental Programs may proceed directly to the NDEB examinations for certification necessary for registration and licensure to practise dentistry.

Graduates of Non-Accredited Dental Programs must complete an assessment of their knowledge, skills and judgement - either by completing an international dental degree or qualifying program in an accredited dental training program or the NDEB Equivalency Process before proceeding to the NDEB examinations for certification necessary for registration and licensure to practice dentistry. The steps toward registration for graduates of non-accredited dental programs are outlined in section III of this guide.
Membership Associations (non-regulatory)

The Winnipeg Dental Society (WDS) is designed to raise the standard of dental science, practice, art, and literature along with the promotion of mutual improvements and fellowship among dentists in Manitoba. Voluntary membership is available in various categories and is open to licensed and non-licensed dentists. Note: Membership in WDS is compulsory for licensed dentists who wish to be eligible for Manitoba Blue Cross coverage.

The Western Canada Dental Society (WCDS) is a non-profit charitable organization that uses its annual Seminar and Curling Bonspiel to raise money which provides scholarships and bursaries to dental students in the four western provinces. The objectives of the Society are to promote the common interests of members of the dental profession and the related interests of the general public and cultivate and promote all forms of professional and social inter-relationships between its members. Membership is voluntary and available to licensed and non-licensed dentists in the Province.

The University of Manitoba Dental Alumni Association (UMDAA) encourages ongoing involvement and support for the college and the profession. It also serves as a fraternal organization for its many members. Several times through the course of the years, UMDAA also raises funds to support bursaries at the College of Dentistry.

The Canadian Dental Association (CDA) is a national organization focused primarily on knowledge and advocacy. In 2011, CDA essentially became a federation of 10 Canadian provincial and territorial dental associations (PDA). The Manitoba Dental Association is one of the 10 Corporate Members. CDA membership is for provincial and territorial dental associations only; it is not for individuals. Licensed dentists participate in CDA activities through their MDA membership.
Understanding legislation

Acts: The primary purpose for regulating a profession is to protect the health and safety of the public. In Manitoba, every regulated profession is defined by a legislative statue referred to as an Act passed by the Government of Manitoba. Some Acts apply to one profession; others apply to two or more professions in the same field. The Act grants authority for the governance and administration of a profession to a regulatory body.

Right to title: Some job titles are protected by law. This means that only persons registered with the governing professional regulatory body can use a reserved (protected) title. To use a reserved title (or even imply to have a reserved title) without being registered, is against the law.

Right to practice: Many job duties/activities are also protected by law. When a profession has ‘right to practice’, only persons registered with the governing regulatory body are allowed to perform those activities. To perform those activities without being registered is against the law.

Some professions have “right to title” only; others have “right to title” and “right to practice”. If a profession has “right to title” only, this means that anyone can perform the activities of the job, but only those registered with the regulator can use the title.

<table>
<thead>
<tr>
<th>Oral health professions in Manitoba</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Profession</strong></td>
</tr>
<tr>
<td>----------------</td>
</tr>
</tbody>
</table>
| Dentist        | MDA           | Dental Association Act | - Dentist  
- Licentiate of Dental Medicine | yes |
| Dentist - Specialist | MDA | Dental Association Act | - (Dental) Specialist | yes |
| Dental Hygienist | CDHM | Dental Hygienists Act | - Dental Hygienist  
- Registered Dental Hygienist  
- Oral Hygienist | yes |
| Dental Assistant | MDA | Dental Association Act | - Registered Dental Assistant | yes (see MDA Scope of Practise) |
| Denturist      | DBM /DAM     | The Denturists Act | - Denturist  
- Licensed Denturist | yes |

This guide focuses on Dentists only. For information regarding other regulated professions in the field of oral health, please visit the governing regulatory body website.
II. The profession at a glance

This section provides snapshots of information specific to being a general dentist in Manitoba. The majority of information has been sourced from MDA, CDAC, NDEB, CDA Office of the Manitoba Fairness Commissioner (OMFC) and the Government of Canada Job Bank.

NOC: National Occupational Classification information is provided by the Government of Canada and is updated every five years. Updates occasionally include changes to four-digit NOC codes. This section provides NOC codes and information for 2011 and 2006. Each NOC code links to information for the corresponding year. NOC codes are essential when searching profession-specific information on the Government of Canada’s Job Bank.

<table>
<thead>
<tr>
<th>2011</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>3113</td>
<td>3113</td>
</tr>
</tbody>
</table>

Dentists

2011 NOC Codes for other occupations in the oral health field:

- **3411** - Dental Assistants
- **3221** - Denturists
- **3222** - Dental Hygienists
- **3223** - Dental Technologists, Technicians and Laboratory Bench Workers

The profession

Dentists (NOC 3113) are primary care providers for patient oral health. They are responsible for the diagnosis, treatment, management and overall coordination of services to meet oral health needs. Common treatment activities include preventative, restorative and surgical care.

Studying Dentistry in Manitoba

Training in dental medicine varies throughout the world. Internationally-educated dentists (IED) may wonder what type of education their Canadian-educated counterparts must complete in order to meet the education/training component of the licensing and registration process.

There are 10 CDAC accredited dental training programs in Canada. The University of Manitoba’s Doctor of Dental Medicine (DMD) is one of the accredited programs. To apply to the U of M’s DMD program applicants must have completed two years of prerequisite (undergraduate) studies. The DMD program is four years of full-time study. The minimum time to graduation, is six years (2+4).

A graduate of the DMD program must then gain national certification (under NDEB) followed by licensure and registration with MDA, before being eligible to practise dentistry in Manitoba.

When internationally-educated dentists enter the registration process to practice density in Manitoba their education and training is measured against the Canadian standard set by CDAC.

Duties

Dentists perform some or all of the following duties:

- Examine patients’ teeth, gums and surrounding tissue to diagnose
### Work setting

Dentists who specialize will perform duties specific to their area of expertise.

To locate further information using Job Bank:

1. Open [Job Bank](#)
2. Select “Occupation” icon in EXPLORE CAREERS section
3. Enter requested information/Click [Search](#)
4. Locate/select from drop-down window

<table>
<thead>
<tr>
<th>Description</th>
<th>Titles</th>
<th>Duties</th>
<th>Related Occupations</th>
</tr>
</thead>
</table>

### Competency Profile(s)

Competencies are specific and measurable descriptions of the knowledge, skills, behaviours, and attitudes required by individuals to perform their work safely, competently, and ethically. Competency profiles can also serve as a valuable resource by way of an informal self-assessment tool for IEPs.

#### National Dental Examining Board of Canada (NDEB) competencies:

- [Competencies for a Beginning Dental Practitioner in Canada](#) (list provided under the accredited route)
- [Competencies for a Beginning Dental Practitioner in Canada](#) (same list, different format, provided under the non-accredited route)
### Self-Assessment Tools

**NDEB Self-Assessment:**

_Self-Assessment Quiz_ is an online tool designed to help graduates of non-accredited dental training programs assess their readiness to complete the Assessment of Fundamental Knowledge (AFK) successfully.

Note: The assessment consists of 100 questions and should be completed within 2.5 hours.

### Essential Skills Profiles


To view the Essential Skills Profile, open link and scroll toward bottom of page:

- **Dentists** (3113)
- **Dental Assistants** (3411)
- **Dental Technologists, Technicians and Laboratory Bench Workers** (3223)
- **Dental Hygienists** (3222)
- **Denturists** (3221)

To locate other Essential Skills Profiles:

1. Open _Job Bank_
2. Select “Occupation” icon in _EXPLORE CAREERS_ section
3. Enter requested information/Click _Search_
4. Locate/Open “Education & Job Requirement”
5. Open “Canada”
6. Scroll down to _Essential Skills_ section; open each of the nine icons for detailed information

### Assess your essential skills at _Build Your Career with Essential Skills_

Please note: While the Government of Canada links to the _Build Your Career with Essential Skills_ website, it is not responsible for the accuracy, currency, or the reliability of the assessment results.

### Salary

Salaries for dentists vary depending on contract arrangements, overhead costs, geographic locations, experience, area of specialization (if any), and volume of patients.

Open the Job Bank - _Wage Report_ to view salary estimates. (Low/Median/High) for dentists in Manitoba and across Canada in NOC: 3113
| **Employment outlook** | Click on [Employment Outlook](#) to view the current outlook (Employment Potentials and Trends) for Dentists in Manitoba and across Canada. Select a region to view a detailed Job Market Report. |
| **Job Search** | **via Manitoba Dental Association**  
Provides information on [employment opportunities](#) and dental practices available to purchase in Manitoba.  

**via Province of Manitoba - Find My Job**  
1. Open [Find my Job](#)  
2. Enter *keywords* and *location* in Manitoba (or leave blank to search entire province)  
3. Click “Find Jobs”  

**via Government of Canada - Job Bank - Job Search**  
1. Open [Job Bank](#)  
2. In *blue section*, use Job Search window to enter 4-digit NOC code or job title  
3. Click “Search”  
4. Locate tab for: PROVINCE and TERRITORIES (Right side of screen)  
   Click on *Manitoba*; View Results  

**via Job Bank - Job Alerts!**  
A free Government of Canada online service that notifies users (subscribers) when new jobs are posted on Job Bank.  
To subscribe:  
1. Open [Job Bank](#)  
2. In *blue section* locate/select *Job Alerts!*  
3. Complete and select “Subscribe” (an email validation will be sent immediately to your email address)  
4. Go to your email; open “Job Alerts – Subscription Validation” email  
   Click CONFIRM to activate your subscription  

**Tip:** Users can subscribe an unlimited number of times using a different Job title or NOC code each time. After clicking ‘CONFIRM’ users will see the option to “CREATE NEW JOB ALERTS”.
via Job Bank - Job Match

A new (2015) free Government of Canada online service that matches job seekers and employers based on their respective needs and profiles. After being matched, each receives a notification and list of suitable matches. To register, every user must create an individual online user account. Users cannot sign in until an account is created.

To register:
1. Open Job Match
2. Click on “Try Job Match”
3. Select “Create an account” (upper right corner of screen)
4. Begin at Step 1 to create account

Labour mobility

Background: Canada’s Agreement on Internal Trade (AIT) was designed to reduce and, where possible, eliminate barriers to the free movement of goods, services, investment, and labour within Canada. Chapter 7 (Labour Mobility) of the AIT applies directly to workers in regulated professions and trades in Canada. Across Canada, any worker registered and in good standing with a professional regulatory authority in one jurisdiction (province or territory) is eligible to register and work in another jurisdiction provided he/she meets the application criteria of the regulatory authority in the new jurisdiction. The process is generally completed without any requirements for additional training, experience, examinations or assessments.

Dentists

- regulated in all Canadian provinces and territories
- have full labour mobility in Canada under the AIT

Criteria to practice dentistry in another jurisdiction in Canada

Once a dentist is registered with the regulatory authority in one jurisdiction in Canada, he/she can apply to register as a dentist with the regulatory authority in another jurisdiction in Canada.

Before being registered in the new jurisdiction, applicants must:
- contact the regulatory authority in the new jurisdiction, and
- provide a completed application for the new jurisdiction including all necessary documentation, and
- upon approval of the application, register with the regulatory authority in the new jurisdiction.

Self-employment (Entrepreneurship)

The Province of Manitoba allows professionals to incorporate their practices under certain conditions. The Manitoba Dental Association is legislatively responsible to ensure compliance with those requirements and issue permits authorizing a professional corporation. Information on how to incorporate a professional dental corporation is available on the MDA’s website at Dental Incorporation.
The **Canadian Dental Services Plans Incorporated (CDSPI)** offers free services to licensed Canadian dentists. Services include:
- financial planning
- insurance and investment options

**FAQs**

Frequently Asked Questions (FAQs) at:
- [Manitoba Dental Association (MDA)](http://www.mdac.mb.ca)
- [Commission on Dental Accreditation of Canada (CDAC)](http://www.cdac.ca)
III. Professional registration (Dentist - General Practitioner)

Requirements for registration and licensure
Requirements to practice dentistry
Registration pathways
Before starting the registration process

Important!
The information in this section is provided only as a GUIDE.
Information has been sourced and summarized from several organizations including the
Manitoba Dental Association (MDA), the Commission of Dental Accreditation of Canada
(CDAC), the National Dental Examining Board of Canada (NDEB), and the University of
Manitoba - College of Dentistry. To ensure accurate information on registration policies and
procedures, always contact the regulator (MDA) directly before beginning any step of the
certification, licensure and registration process.

For more detailed information, please see the MDA Informational Guide to Registration
Pathways, Policy and Process for Dentists.

---

**Requirements for registration and licensure** in Manitoba

<table>
<thead>
<tr>
<th>Residency status</th>
<th>Education</th>
</tr>
</thead>
</table>
|                        | • Canadian citizen
                        | or
                        | • Permanent Resident /or Manitoba Provincial Nominee Program (MPNP) Letter of Approval from Citizenship and Immigration Canada (CIC)
                        | or
                        | • hold other status in Canada (refugee, student, temporary, etc.)
                        | and have a valid Canadian work permit allowing holder to practice dentistry in Canada |

Successful completion of:

a dental training program accredited by the Commission of Dental Accreditation of Canada (CDAC)

or

a dental training program accredited by another accrediting body having a reciprocal agreement with CDAC. Currently these only include dental training programs in USA, Australia, New Zealand, and Ireland.

or

a non-accredited dental training program where the holder of the degree has successfully completed the NDEB degree equivalency process or a Qualifying or Degree Completion Program for Graduates of Non-Accredited Dental Programs.
**Requirements to practise dentistry in Manitoba**

<table>
<thead>
<tr>
<th><strong>Registration and Licence</strong></th>
<th>Individuals must:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• be registered with MDA and</td>
</tr>
<tr>
<td></td>
<td>• hold a valid licence issued by MDA</td>
</tr>
</tbody>
</table>

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**Certification**

- NDEB Certificate
  - Requires successful completion of the NDEB [Written](#) Examination and the Objective Structured Clinical Examination ([OSCE](#)).

**Other training**

- Hold a valid certificate in Cardiopulmonary Resuscitation (CPR) issued by an MDA approved training program. For further information Section IV - Other related training (page 27).

**Professional liability (malpractice) insurance**

- Minimum $3,000,000.00
  - Insurance can be obtained through [Canadian Dental Services Plans Incorporated (CDSPI)](#). See [malpractice](#). Annual premium rates and deductible vary according to plan.

**Language proficiency**

- None. MDA provides a [guide](#) to recommended English language proficiency levels. Minimum levels include:
  - CLB Level 7 in speaking, listening, reading, and writing
  - TOEFL score of 600 PBT, 250 CBT, or 100 ITB
  - IELTS General - band of 6.5

---

and

- an approved course in Canadian Jurisprudence and Ethics delivered via an [MDA-approved institution](#) (includes the University of Manitoba)
### Registration pathways
for Graduates of Non-Accredited Dental Programs

#### Important
The Steps and Actions outlined below provide a simplified overview of the certification and registration/licensure process. As an overview, the number of steps used to illustrate the process may not match the detailed steps and procedures set by the regulatory body. **The Steps and Actions outlined below are provided only as a guide.**

To practice dentistry in Manitoba one must be registered and licensed with the Manitoba Dental Association. It is a two-part process:

**Part I** → is the training and assessment process which culminates with a certificate issued by the National Dental Examining Board (NDEB). There are two ways to complete Part I.

**Part II** → leads to registration and licensure with the Manitoba Dental Association (MDA). There is only one way to complete Part II.

---

### Part I: NDEB Certification
(National level)

There are two ways to complete Part I (NDEB Certification):

1. via the **Equivalency Process** - Assessments and NDEB Certification Examination
   or
2. via a **Qualifying/Degree Completion Program** and NDEB Certification Examination

Note: Some dental training programs offered outside of Canada and accredited by an accrediting body having a reciprocal agreement with CDAC also provide degree completion programs that are recognized for eligibility for the NDEB examinations. Currently, these include dental training programs in USA, Australia, New Zealand, and Ireland only.

Note: The seven (7) steps outlined below have been identified using the NDEB integrated pathways diagram as a guide.

- All Graduates of Non-Accredited Dental Training Programs complete Step 1, 2, & 3.
- The result of Step 3 (Assessment of Fundamental Knowledge) determines the applicant’s options/pathways to NDEB certification.
- Successful completion of either pathway leads to NDEB certification

#### FAQs
Frequently asked questions for graduates of non-accredited dental programs
<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Optional</td>
<td>Complete NDEB’s free <a href="#">Self-Assessment Quiz</a></td>
</tr>
<tr>
<td>1</td>
<td>Create an <a href="#">on-line profile</a></td>
</tr>
<tr>
<td>2</td>
<td>Submit <a href="#">Application to the NDEB Equivalency Process and Document Verification</a>. Upon approval, proceed to Step 3.</td>
</tr>
</tbody>
</table>
| 3 | Write [Assessment of Fundamental Knowledge (AFK)](#)  
AFK [Dates, Fees, and Locations](#)  
AFK completed  
Standard met (Minimum score 75%)  
pathway via Equivalency Process (Assessments and NDEB Certification Examination)  
AFK completed  
pathway via Qualifying/Degree Completion Program and NDEB Certification Examination |
| 4 | Perform [Assessment of Clinical Judgment (ACJ)](#)  
and [Assessment of Clinical Skills (ACS)](#)  
ACJ [Dates, Fees, and Locations](#)  
ACS [Dates, Fees, and Locations](#)  
If standard is met on ACJ and ACS (Minimum score 75%) Proceed to Step 5  
If standard is not met, cannot proceed to Step 5; option to apply to one of eight Qualifying/Degree Completion Programs (see other pathway)  
Complete any one of eight Qualifying/Degree Completion Programs  
Includes the [University of Manitoba’s International Dentists Degree Program (IDDP) (Track A)](#); a two-year full-time program. (See Section IV Bride/gap training)  
Applicants compete for a limited number of seats in a Qualifying/Degree Completion Program.  
Upon successful completion of a Qualifying/Degree Completion Program Proceed to Step 5 |

Note: Results for each assessment are reported as a Pass/Fail. Candidates who fail an assessment receive a report identifying...
<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td><strong>Apply</strong> to NDEB Certification process&lt;br&gt;Certification process <strong>Fees</strong>&lt;br&gt;Note: Candidates now follow regular application process; i.e. for Graduates of Accredited Dental Training Programs.</td>
</tr>
<tr>
<td>6</td>
<td>Perform/pass the NDEB <strong>Written Examination</strong> and the Objective Structured Clinical Examination <strong>OSCE</strong>&lt;br&gt;Examination <strong>Fees</strong>&lt;br&gt;Note: Candidates who fail an examination can repeat up to three times.</td>
</tr>
<tr>
<td>7</td>
<td>Certified with NDEB</td>
</tr>
</tbody>
</table>

**Part I COMPLETE**

↓

Continue to Part II
# Part II: Registration and Licensure in Manitoba

Reminder: review the [MDA Informational Guide to Registration Pathways, Policy and Process for Dentists](#) for more detailed information.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| 1    | **Apply** to [MDA](#) using [Registration Package for General Practitioner](#)  
Complete Relevant Forms and Documents in the Registration Package  
Include all required documentation and fees  
Registration and Licensure Fees: See [Schedule A – Fees](#)  
Example 2015 fees:  
One-time non-refundable registration fee $200  
Annual Licensing fee $3,250 (prorated fee after September 1, 2015 $2,250)  
If applicant is not approved, cheque for Licensing fee is not cashed.  
Submit completed application (with fees) by mail (or hand-deliver) to MDA. |
| 2    | **Receive** MDA response  
Applicants **approved** for registration receive communication of the approval and a licensing orientation is scheduled. Registration information is mailed to applicant.  
Applicants **NOT approved** receive communications from MDA to clarify registration requirements and discuss opportunities to meet those requirements.  
Applicants **refused** registration shall receive a written decision and reasons for that decision. Applicants refused registration may appeal the decision to the MDA. |
| 3    | **Attend** licensing orientation at MDA (for approved applicants only)  
Orientation is 1.5 – 2 hours in duration.  
Purpose: to review MDA regulatory role, conditions of licensure, ethical expectations and current rules, bylaws and regulations in the Province. |
| 4    | **Approved for** MDA licence. |

---

**Part II COMPLETE**  
Eligible to practice dentistry in Manitoba
Choosing to pursue professional registration is a personal decision. Determining eligibility for professional registration is the regulator’s decision. While there are many benefits to being registered, the registration process can be very long, costly, and complex.

Deciding if you should begin the process and when to begin the process can also be a very complex process. There are many factors to consider. Decisions about your career often include your family, your current needs, and your future goals.

Knowing what will be required of you before you begin the process is essential to your success. Having a back-up plan is also important. Some international educated professionals (IEP) begin the registration process but do not complete it. But the more you plan, the greater your chances of success.

The questions below are designed to get you thinking about the registration process and to help you start planning. The answers are not provided. It is up to you to research your profession and to find answers to questions that apply to you.

In addition to this guide, you are encouraged to use An Immigrant’s Guide to Understanding Regulated Professions and Trades (link to be provided). This complimentary resource provides foundational information on regulated professions and trades and is designed to strengthen your knowledge base and decision-making process.

Consider the following:

1. Are there employment opportunities in my profession today? Will there be employment opportunities if/when I complete the registration process?
2. Is my level of English (or French) sufficient to complete the registration process and to competently work in my profession?
3. Do I need to provide the regulator, bridge/gap, or English language program with a specific test score to prove my language proficiency? If yes, which tests does the end-user accept and what score do I require?
4. Are language test results valid for only a specific period of time (i.e. 2 years)? Does the end-user require language tests to be taken within a specific period of time prior to beginning the registration process (i.e. 6 months)?
5. How long will it take to complete the registration process?
6. How much will it cost?
7. Will I need to work during this time?
8. Will the registration process require me to attend school to complete programs or courses at university /college?
9. Will I be eligible for financial supports?
10. Do I have, or can I get, all the documentation the regulator will require?

11. Will I need to have my academic credentials (diplomas, degrees, transcripts, etc.) issued directly from the issuing institution (in my country of study) to the regulator (or third party assessment agency) in Manitoba/Canada?

12. My academic credentials were not issued in English. Will I need to have them translated into English? If yes, where can I get this done? How much will it cost?

13. Is there a time limit for me to begin the registration process? In other words, if I wait too long to begin the registration process in Canada could all my training and work experience in my profession become out-dated and no longer accepted by the regulator?

14. If I begin the registration process do I have to complete it? The answer is ‘no’.

15. If I don’t pursue or I don’t complete the registration process are there other jobs, within my field, which are non-regulated and where I could apply my skills and expertise?

Outside of Canada:

If you are researching your profession before applying to immigrate to Canada you should also consider:

16. Are there any steps in the registration process that I can complete outside of Canada without residency status (i.e. permanent resident, valid work permit, etc.) in Canada? If yes, which steps can I complete? If no, what is the residency requirement to begin/complete the registration process?
## IV. Training

**Bridge/gap**
- Profession-specific English language
- Other related training

<table>
<thead>
<tr>
<th>Program</th>
<th>International Dentists Degree Program (IDDP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Manitoba delivered by</td>
<td>The University of Manitoba: College of Dentistry, Winnipeg, MB</td>
</tr>
<tr>
<td>Description</td>
<td>Provides an opportunity for graduates of non-accredited dental training programmes to receive experience and be awarded a degree (Doctor of Dental Medicine (D.M.D)) from the accredited dental training programme. Successful completion of the IDDP makes the graduate eligible to perform the NDEB examinations for certification. It is an alternate route to the NDEB Equivalency Process for graduates of non-accredited dental programs. Entrance to an IDDP is competitive with a limited number of positions available. Successful applicants participate in a two-year, full-time dental training program by joining the regular 4-year Doctor of Dental Medicine program for years 3 and 4 only. IDDP participants are required to attend a 7 - 8 week summer orientation program held immediately prior to the IDDP September start date.</td>
</tr>
<tr>
<td>IDDPIDentist Applicant Information Bulletin 2017-18</td>
<td></td>
</tr>
</tbody>
</table>
| **Language Proficiency** | Applicants must meet the University of Manitoba’s English language proficiency requirements.  
- Acceptable proof of English proficiency must be submitted by the IDDP application deadline  
- Official test score reports must be sent by the Testing Agency directly to the IDDP  
- Tests are valid for two years prior to application deadline date |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| **Eligibility Criteria** | All applicants to the University of Manitoba IDDP must:  
- be a Canadian citizen or landed immigrant (permanent resident)  
- reside in Manitoba  
- complete Criminal Record Check  
- complete Child Abuse Registry Check  
- hold a four year degree from a dental program not accredited by the CDAC  
- have work experience in the field of dentistry  
  and  
- meet the requirements for entry into IDDP Track A or Track B.  
  For complete details see [Eligibility & Selection](#)  
  Note: This criterion is specific to the University of Manitoba. Each Qualifying/Degree Completion Program has its own eligibility criteria.  
  Reminder: Meeting the eligibility criteria does not guarantee selection into a Qualifying/Degree Completion Program. Entrance to a program is competitive with a limited number of positions available. |
| **Application Process** | See details in IDDP [Applicant Information Bulletin 2017-18](#)  
In addition to completing the IDDP application form, applicants must submit several documents before the application deadline. For a complete list, click on [required documents](#).  
  Note: Documents not issued in English must be accompanied by a notarized English translation. |
| **Duration** | 2 years, full-time study (Year 3 and 4 of the U of M's regular 4-year Doctor of Dental Medicine program)  
  plus  
  Mandatory 7-8 week summer orientation program completed immediately prior to two-year program start date in September. |
| **Fees (2015-16)** | Estimated total U of M IDDP fees: $134,400 (excluding textbooks and other fees assessed to all students (see below). |
Estimate includes:
- $90 Application fee
- $1,300 On-site Assessment (Track A only)

Mandatory Summer Orientation Program
- $5,000 Summer Term before First Year of IDDP

Fees - Dentistry 3ID (1st year of IDDP)
- $50,160.74 tuition
- $26,267.57 Clinical Instrument Fees
- $206.91 Clinical Consumables

Fees - Dentistry 4ID (2nd year of IDDP)
- $45,600.66 tuition
- $5,578.27 Clinical Instrument Fees
- $206.91 Clinical Consumables

Other fees assessed to all students
- e.g. Student Service, Sport and Recreation, Technology Service, etc.

Contact information
Click on contact (scroll to bottom of page) for inquiries re:
International Dentist Degree Program (IDDP)
College of Dentistry, University of Manitoba, Winnipeg, MB

Qualifying/Degree Completion Programs in Canada

The University of Manitoba’s IDDP is one of eight Qualifying/Degree Completion Programs in Canada. Graduates of non-accredited dental training program wishing to register and licence with the MDA can apply to any of the following programs:

- University of British Columbia: International Dental Degree Completion Program (IDDCP)
- University of Alberta: Doctor of Dental Surgery (DDS) Advanced Placement
- University of Manitoba’s International Dentists Degree Program (IDDP)
- University of Western Ontario: Schulich School of Medicine, Internationally Trained Dentist Program (ITD)
- University of Toronto: International Dentist Advanced Placements Program (IDAPP)
- McGill University: International Dental Graduates and Transfers
- Université de Montréal: Faculté de médecine dentaire
- Dalhousie University: Doctor in Dental Surgery (DDS) Qualifying Program (DQP)
<table>
<thead>
<tr>
<th><strong>Program</strong></th>
<th><em>Communication for Internationally-Educated Health Professionals (CIEHP)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Delivered at</strong></td>
<td>Red River College, Language Training Centre, Winnipeg, MB</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>A part-time program for internationally educated health professionals focusing on language, culture, and communication in the Canadian health care context with an emphasis on speaking and listening.</td>
</tr>
</tbody>
</table>
| **Eligibility Criteria** | • be a landed immigrant (permanent resident)  
• reside in Manitoba  
• be an internationally educated health professional (i.e. physician, nurse, occupational therapist (OT), physiotherapist (PT), pharmacist, midwife, dentist, or other health professional)  
• have started the registration process with the respective regulatory body; or have decided on an alternative career path within the health care field  
• be referred by Winnipeg English Language Assessment and Referral Centre (WELARC) and meet minimum language proficiency requirements |
| **Application Process** | See [CIEHP Application Package](#) |
| **Duration** | 12 weeks (120 hours)  
• Online component: 4 hrs/wk  
• Face-to-face (F2F) workshops: 6 hrs/wk (two 3-hr morning classes) |
| **Fees** | None |
| **Contact information** | Open [CHIEP contact information](#) re: RRC and WELARC |
### Other related training

<table>
<thead>
<tr>
<th>Course</th>
<th>CPR Training</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cardiopulmonary Resuscitation (CPR) certificate</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Details</th>
<th>All applicants to Manitoba Dental Association (MDA) must hold a valid Cardiopulmonary Resuscitation (CPR) certificate approved by Manitoba Health.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Providers</td>
<td>Training is available through various providers. See approved CPR providers.</td>
</tr>
<tr>
<td>Duration</td>
<td>Typically 1 full day (~6 hours)</td>
</tr>
<tr>
<td>Fees</td>
<td>Varies by provider and training course selected.</td>
</tr>
<tr>
<td>Contact information</td>
<td>Upon verifying with MDA that a particular CPR training course and provider meets its criteria, contact the provider directly for information on course schedules, fees, locations, registration process, etc.</td>
</tr>
</tbody>
</table>
### V. Financial supports

Financial Supports have been divided into two categories:

- **General**: for IEPs (or skilled workers) in any profession, occupation, or trade
- **Profession-specific**: for IEPs seeking professional registration

#### General

**Employment Manitoba** delivers a full range of employment and training services to residents of Manitoba. Internationally educated professionals in need of assistance to re-enter their professions may be eligible for financial supports to help pay for costs such as tuition, books and living expenses. Employment Manitoba Centres are located throughout the Province. To learn more about these supports and the eligibility requirements, visit an [Employment Manitoba Centre](#) in person.

**Recognition Counts** provides supports to skilled immigrants wishing to work in their fields of expertise in Manitoba. The program offers career and financial counseling, as well as the opportunity to apply for a loan of up to $10,000, to help with the costs associated with gaining employment in a profession or trade. Learn more at [Recognition Counts](#).

**Manitoba Student Aid** is a supplemental financial assistance program for Manitobans who do not have sufficient resources to pay for their post-secondary education on their own. It provides various types of funding on behalf of the Manitoba Student Aid Program and the Canada Student Loans and Grants Programs. This funding includes repayable government student loans and non-repayable grants and/or bursaries. All applications are assessed to determine eligibility and financial need. Learn more about each of these programs at [Manitoba Student Aid](#).

**Bursaries and Scholarships** are financial awards. Unlike loans, they do not need to be repaid. To receive an award, applicants must typically meet a specific set of criteria established by the awarding body. Bursaries and scholarships are offered by a variety of organizations including government, industry, secondary and post-secondary institutions, regulatory bodies, professional associations, charitable organizations, etc. It is up to the individual to research the availability of bursaries and/or scholarships.

**Financial Institutions** (banks and credit unions) typically offer a variety of financial options such as loans and lines of credit for various purposes. Applicants should consult individual institutions to learn more about their financial services.

#### Profession-specific

**University of Manitoba** offers a variety of bursaries, prizes, scholarships, and other financial awards for students in the College of Dentistry. To receive an award, applicants must typically meet a specific set of criteria established by the awarding body and the College. Some rewards may be granted without applying for them while others have a formal application process. Learn more about these financial awards at [Financial Aid and Awards - Awards Database](#).
VI. Professional resources

Professional resources offer the internationally educated dentist an opportunity to better understand the Canadian workplace culture, to learn about professional development and networking opportunities, and to stay current with regard to dental technology, techniques, products, etc. Resources include e-newsletters/magazines, membership organizations, and professional associations.

Information has also been included for dental specialists, hygienists, dental assistants and denturists.

**e-newsletters/magazines**

The [Manitoba Dental Association (MDA)](https://www.mda.mb.ca) website provides a variety of information for patients and oral health practitioners about the profession. Professional resources include oral health curriculum for schools, occupation specific links, employment opportunities, and [archived bulletins](https://www.mda.mb.ca/public).  

[Canadian Dental Association (CDA)](https://www.cda-adcc.ca) provides online information about news on dentistry and oral health in Canada. Under the Services and Resources tab, resources include CDA essentials magazine, [Fact Sheets](https://www.cda-adcc.ca/s/fact-sheets), [Oasis discussions.ca](https://oasisdiscussions.ca), [jcda.ca](https://jcda.ca), and [Oasis Help.ca](https://oasishelp.ca) for dental specialists.

[JCDA](https://jcda.ca) (Journal of the Canadian Dental Association) is the flagship peer-reviewed publication of the Canadian Dental Association (CDA). It is an essential part of CDA’s knowledge strategy.

[The Oral Health Group.com](https://www.oralhealthgroup.com) is a website dedicated to the field of dentistry in Canada. The site provides access to videos, blog, products, links, and more.

[Prepare for Canada – Canada’s online magazine for immigrant professionals](https://www.prepareforcanada.com) In the Dentistry section, one can find recent articles (March 20, 2013) for IEDs, such as Pre – Arrival; Skills development: Education; Understanding Canadian Workplaces; Job finding techniques; Informational interviews and networking; Associations; and Employment.

The Winnipeg Dental Society (WDS) plans social events and [Continuing Education Meetings](https://wds.mb.ca) with guest speakers.

**Dental Specialists**

[Canadian Association of Public Health Dentistry (CAPHD)](https://www.caphd.ca) is a non-profit organization representing public health dentists and community oral health professions across Canada. The website lists a variety of resources about dentistry in the public health field, such as professional development opportunities, [Canadian Oral Health Reports](https://www.caphd.ca/publications), [Member Publications](https://www.caphd.ca/publications/members/), the [Mosaic Newsletter](https://www.caphd.ca/publications/mosaic-newsletter), and additional [resources for professionals](https://www.caphd.ca/publications/resources-for-professionals).
Canadian Academy of Endodontics (CAE) is a website dedicated to the advancement of endodontics via professional development for endodontics educators and providing resources to dental governing bodies. While the newsletters are password protected, the CAE encourages its members to submit interesting and educational case studies for public viewing.

Canadian Association of Orthodontists (CAO) is the national organization representing registered orthodontic specialists in Canada and is dedicated to promoting high standards in orthodontic education and quality orthodontic care. The website hosts CAO News which shares selected journal articles related to the field of orthodontics.

Canadian Association of Oral and Maxillofacial Surgeons (CAOMS) is a member based organization dedicated to promoting higher standards in the profession of oral and maxillofacial surgeons in Canada. It publishes Canadian Academy of Oral and Maxillofacial Pathology and Oral Medicine (CAOMPOM) News

(CAOMS’ newsletter) is not published on a regular basis, it can be found on the JCDA website. In addition, the CAOMS website provides useful information on surgical procedures and events.

Canadian Academy of Pediatric Dentistry (CAPD) is a membership organization representing pediatric dentists across Canada. It specializes and promotes optimal health for infants, children, adolescents, and persons with special health care needs. See Industry Updates and videos/articles on Hot Topics.

Canadian Academy of Periodontology (CAP) is a member based organization representing periodontists and the practice of periodontics by setting standards of care and guidelines for therapy in Canada. While the online newsletter – CAPsule - is password protected, CAP provides information on the field of periodontology, schools, therapy sequence, and employment opportunities freely on their website.

Association of Prosthodontists of Canada is a CDA recognized representative body of dental specialists and prosthodontists in Canada. APC publishes a twice yearly magazine - Frontline.

Dental Hygienists

National Dental Hygienists of Canada Board (NDHCB) is the national examining body for dental hygienist in Canada. NDHCB offers a wealth of information for applicants at Publication and Forms, including Sample Questions and Answer Key for the written exam, an Online NDHCB 2010 Preparatory Test.
College of Dental Hygienist of Manitoba (CDHM) is the provincial regulatory body for dental hygienists in Manitoba. The CDHA provides a newsletter, CDHM Connections, three times a year.

Manitoba Dental Hygienist Association (MDHA) is a member based organization that represents dental hygienists across Canada. The MDHA their newsletter, The Montage, four times a year along with other useful information, such as Employment Opportunities, Dental Hygiene as a Career, and Professional Development.

The Canadian Dental Hygienists Association (CDHA) offers several membership options; an IEHD can join as a Support Member.

**Dental Assistants**

The Manitoba Dental Association (MDA) website provides a variety of information for patients and oral health practitioners (including dental assistants). Professional resources include oral health curriculum for schools, occupation specific links, employment opportunities, and archived bulletins.

Manitoba Dental Assistants Association (MDAA) is a member-based organization representing dental assistants in Manitoba. Its mission is to advance the careers of dental assistants in Manitoba and to promote the dental assisting profession in matters of education and professional activities. MDAA is not a regulatory body.

National Dental Assisting Examining Board is the examining body recognized by the MDA in their registration and licensing process for individuals pursuing a career as a dental assistant in Canada.

**Denturists**

Denturist Association of Manitoba is the regulatory body and Denturist Board of Manitoba.

Denturist Association of Canada (DAC) is a member based organization that represents denturists across Canada. DAC publishes the Journal of Canadian Denturism.
### VII. Related occupations

The table below introduces a list of related occupations for working in the broader field of oral health. While each occupation will have its own set of employment requirements, none are regulated occupations and therefore do NOT typically require professional registration with a regulator. Employers may, however, require applicants to have job-specific training and/or certification. Hiring criteria is set by the employer and will vary from employer to employer.

NOC codes and information are provided for 2011 and 2006. Each NOC code links to information for the corresponding year. After selecting and opening a NOC, click on “View all titles” for an extended list of related job titles.

<table>
<thead>
<tr>
<th>2011</th>
<th>2006</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3223</td>
<td>3223</td>
<td>Dental Laboratory Technician/Laboratory Bench Worker</td>
</tr>
<tr>
<td>4021</td>
<td>4131</td>
<td>College &amp; Other Vocational Instructors</td>
</tr>
<tr>
<td>4012</td>
<td>4122</td>
<td>Post-Secondary Teaching and Research Assistants</td>
</tr>
</tbody>
</table>

### REGULATED professions

Internationally-educated dentists seeking an alternate but related occupation may wish to inquire about the requirements for professional registration as a:

- **Dental Assistant** – contact [MDA](#); see also [NDAEB – International Applicants](#)
- **Denturist** – contact [DAM](#)

Note: The registration processes outlined at MDA (re: Dental Assistants) and at DAM (Denturists), may not refer specifically to applicants who are internationally-educated dentists. Always inquire with the respective regulatory body regarding pathways to professional registration.