

## Manitoba Dental Association - Action Plan

In response to the recommendations made by the Fair Registration Practices Office, the Manitoba Dental Association committed to the following action plan in March 2023:

| Recommendation  | Action(s)   | Anticipated Completion Date | Status Update     |
|---|---|-----------------------------|-------------------|
| <p>1. Synchronise documentation requirements with national bodies to the greatest extent possible, removing the requirement for notarization if documentation must be supplied.</p>   | <p>Develop an information sharing agreement with the following dental examination bodies:</p> <ol style="list-style-type: none"> <li>1. National Dental Examining Board of Canada</li> <li>2. National Dental Assisting Examining Board of Canada</li> </ol>                                  | <p>April 1, 2024</p>        | <p>In process</p> |
| <p>2. Clarify information regarding the option for applicants to supply a letter from the dean/director of their educational program confirming program completion in cases where official documents have not been obtained at time of application.</p> | <p>Yes, this to confirm that in absence of being able to present a copy of a dental completion degree, a letter from the dean of the dental education program is sufficient to confirm graduation status. The MDA will update its guidelines and registration forms to reflect the above.</p> | <p>Immediate</p>            | <p>Completed</p>  |

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|---|---|-----------------------------|---|
| <p>3. Separate registration information for mobility applicants from information for applicants who have not yet registered in Manitoba/Canada. Develop step-by-step application instructions for mobility applicants along with a detailed list of application requirements. Improve web navigation so that application information and requirements are easy to find.</p> | <p>Reformat the MDA Website in the following manner:</p> <ol style="list-style-type: none"> <li>1. Separate navigation pathways for internationally trained applicants for both dentists and dental assistants.</li> <li>2. Separate navigation pathway for mobility applicants in accordance with the Labour Mobility Act.</li> <li>3. Identify phone number on website to call for assistance in completing forms.</li> </ol> | <p>February 28, 2024</p>    | <ol style="list-style-type: none"> <li>1. Completed for dentists</li> <li>2. Completed for dentist mobility applicants</li> <li>3. Completed</li> </ol> |