

BY-LAW NO. 7**THE REGISTER AND RELATED MATTERS**

1. In this by-law,

"associated member" means a member who engages in the practice of dentistry as an employee of a principal member or who provides dental services to a principal member's patients at that member's office as an independent contractor and "associated" has the corresponding meaning;

"designated election address" is the address for the purpose of election to council and means

- (a) the address in Ontario where the member practises; or
- (b) if the member does not practise, the address in Ontario where the member resides; or
- (c) if the member practises at more than one address in Ontario, the address designated by the member as his or her election address;

"practice name" means a name other than the name of a member who practises at the location to which the name applies but does not include the name of a health profession corporation; and

"principal member" means

- (a) a member with whom an associated member practises as an employee or independent contractor, or

- (b) a member with whom the member engages in the practice of dentistry as a partner.
- 2.
 - (1) A member's name in the register shall be the member's name as provided in the documentary evidence used to support the member's initial registration and shall be consistent with the name used by the member on his or her degree in dentistry.
 - (2) The registrar shall direct that a name other than as provided in subsection (1) be entered in the register if such a request is made by the member and the registrar is satisfied that the member has validly changed his or her name and that the use of the name is not for an improper purpose.
- 3.
 - (1) A member's business address in the register shall be the address of each location in which the member practises in Ontario or, if the member does not practise in Ontario, the member's address, as designated by the member.
 - (2) A member's business telephone number in the register shall be the telephone number of each location in which the member practises in Ontario or if the member does not practise in Ontario, the telephone number of the location designated in subsection (1).
- 4. In addition to the information required under subsection 23(2) of the Health Professions Procedural Code of the Regulated Health Professions Act, 1991, the register shall contain the following information with respect to each member:
 - 1. The member's name and any changes in the member's name which have been made in the register since he or she obtained a degree in dentistry.
 - 2. The member's registration number.

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3. The date when the member's certificate of registration was first issued or, if the member was licensed under Part II of the Health Disciplines Act, the date when the member was first licensed by the College.
 4. The member's date of birth.
 5. If the person ceased to be a member as a result of his or her resignation or death, the last year during which the person was a member.
 6. The name of the university from which the member received his or her degree in dentistry and the year in which the degree was obtained.
 7. If the member has a certificate of the National Dental Examining Board of Canada, a notation of its number and date of issuance.
 8. The classes of certificates of registration held by the member, the date on which each was issued and, if applicable, the termination or expiration date of each.
 9. When the member holds a certificate of registration in a specialty class, the member's specialty and the name of the university and the year in which the member completed his or her specialty training.
 10. The member's designated election address for the purpose of election to council and a notation of the electoral district in which that address is situated.
 11. The address and telephone number of
 - (a) the member's principal place of practice in Ontario,
and

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- (b) all other locations where the member practises.
12. The member's home address and home telephone number.
 13. The member's preferred address for communication by the College.
 14. If the member uses or is associated with a member or members who use a practice name, the practice name and the locations for which the name is used.
 - 14.1 If the member is a shareholder, officer or director of a health profession corporation which holds a certificate of authorization issued by the College, the name of the health profession corporation and what position or title, if any, the member holds with that corporation.
 15. The identity of each hospital and health facility in Ontario where the member has professional privileges.
 16. Any term, condition or limitation on the member's certificate of registration.
 17. If the member's certificate of registration is subject to an interim order of the executive committee, a notation of that fact, the nature of that order and its effective date.
 18. Where a member's certificate of registration is suspended for non-payment of the annual fee, a notation of that fact and the date upon which the suspension took effect.
 19. Where a member's certificate of registration is suspended for failure to comply with the order of a Board of Inquiry, a notation of that fact and the date upon which the suspension took effect.

20. If an allegation of professional misconduct or incompetence has been referred to the discipline committee and not yet decided,
 - (a) a notation of that fact;
 - (b) a brief summary of each specified allegation; and
 - (c) the anticipated date of the hearing, if the hearing has been set.

21. If the question of the member's capacity has been referred to the fitness to practise committee and not yet decided, a notation of that fact.

22. Where the member has been required to attend before the complaints committee to be cautioned, a notation of that fact.

23. If a finding of professional misconduct or incompetence has been made against a member in or outside of Ontario,
 - (a) a notation of that fact;
 - (b) the date of the finding and where the finding was made outside of Ontario, the name of the governing body that made the finding;
 - (c) a brief summary of the facts on which the finding was based;
 - (d) the penalty; and
 - (e) where the finding is under appeal, a notation of that fact, which notation shall be removed once the appeal is finally disposed of.

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24. If a decision of the discipline committee has been published by the College with the member's name included,
- (a) a notation of that fact; and
 - (b) identification of the specific publication containing that information.
25. If a finding of incapacity has been made against a member in or outside of Ontario,
- (a) notation of that fact; and
 - (b) a brief summary of the nature of the incapacity.

4.1 Notwithstanding the provisions of section 4, the College may delete from the register any information which would otherwise have been required to be maintained under this by-law in respect of any member who died, resigned, or whose certificate was revoked at least ten years prior to the deletion. (2000.06)

4.2 In addition to the information required under subsection 23(2) of the Health Professions Procedural Code of the Regulated Health Professions Act, 1991, the register shall contain, in respect to each health profession corporation to which a certificate of authorization has been issued by the College, the following information:

1. The certificate of authorization number.
2. The head office and mailing address of the health profession corporation.
3. The date upon which the certificate of authorization was first issued.

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4. If the certificate of authorization has been revoked, a notation of that fact, the date when the revocation occurred and a brief summary of the reasons for the revocation.
 5. If the certificate of authorization was revised or a new certificate of authorization was issued to the health profession corporation, a notation of that fact and the date when that occurred.
 6. The name, as set out in the College's register, of each of the officers and directors of the health profession corporation and the title or office held by each.
 7. The practice name(s) or business name(s), if any, used by the health profession corporation.
 8. The address and telephone number of each location at which the health profession corporation carries on business.
 9. A brief description of the business activities carried on by the health profession corporation.
5. The information contained in paragraphs 1, 2, 3, 5, 6, 8, 9, 11, 14, 14.1, 15, 16, 17, 18, 19, 20, 21 and 24 of section 4 and paragraphs 1, 2, 3, 4, 5, 6, 7, 8 and 9 of section 4.2 shall be information available to the public from the register of the College under paragraph 4 of subsection 23(3) of the Health Professions Procedural Code of the Regulated Health Professions Act, 1991.
 6. The register shall contain a list of the names and addresses of all members' offices which have current facility permits permitting sedation and general anaesthesia to be performed at that location and that information shall be available to the public from the register.

7. (1) A member shall notify the registrar, in writing, of the following:
- (a) His or her home address and home telephone number.
 - (b) The address and telephone number of
 - (i) the member's principal place of practice in Ontario;
and
 - (ii) all other locations at which the member practises including any hospital or health facility where the member has professional privileges.
 - (c) The member's preferred address for communication by the College.
 - (d) Where the member does not practise in Ontario, the member's business address as designated by the member and the telephone number of that address.
 - (e) Where the member practises in more than one location in Ontario, the member's designated election address for the purpose of election to council.
 - (f) Where the member uses a practice name, the locations at which the practice name is used and the name of every member who engages in the practice under the practice name and whether as a principal member or as an associated member.
 - (g) Where a member is associated with a member who uses a practice name, the practice name and locations in which the associated member practises under that practice name.

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- (2) If there has been any change in the information which is required to be provided under subsection (1), the member shall notify the registrar in writing of the change within thirty days of the effective date of the change.
8. A member shall immediately provide to the College, when requested to do so by the registrar,
- (a) any of the information required by subsection 7(1) hereof;
 - (b) a description of the services which the member provides in each of his or her practice locations;
 - (c) the names and telephone numbers of the member's employees; and
 - (d) details of the legal and financial arrangements between members engaging in practice at the same location or under the same practice name.
9. A written copy of the information contained in that portion of the register which is designated as available to the public shall be made available to any person requesting it upon payment to the College of a fee of \$10.00 for each member for whom the information is requested.

ENACTED: this 22nd day of November 2002
Replacing Previous By-Law No.7