



# College of Alberta Denturists

## Approval and Accreditation of Courses for Continuing Competency Requirements Policy

<b>Responsible Committee/Officer:</b>	Registrar – Registration Committee					
<b>Effective Date:</b>						
<b>Review Date:</b>	12-14-09	02-18-11				
<b>Amendment Date:</b>	02-08-13					

The College of Alberta Denturists policy on Accreditation of Courses for Continuing Competency Requirements provides a guideline for the Registrar and or the Registration Committee, to utilize in reviewing submitted courses for consideration for Accreditation towards the requirements of Continuing Competency.

This policy does not supersede the requirements as indicated in the College’s Continuing Competency Rules, in particular Section 3 - Course Content and Hours Accredited.

### Process

When reviewing submitted courses, outlines, presentations or other similar educational modalities for Continuing Competency Accreditation, the Registrar and or the Registration Committee will:

1. Review relevancy to the profession or determine if it is of a personal educational nature.
  - Profession Related
    - Clinical
    - Laboratory
    - Management
    - Crossover
  - Personal
2. Review source(s) of the course.
  - All presenters/lecturers should hold a specialty certification or possess extensive experience /leadership in the presented area(s);
  - Be a Regulated Member of the College of Alberta Denturists or Licensed Denturist in another recognized jurisdiction; or
  - Be a Regulated Member of another Health Profession or Licensed Health Professional in another recognized jurisdiction.
3. Review sponsorship of the course.
  - Courses should be endorsed by institutes of higher learning;
  - Courses should be through educational division of a recognized dental/medical company/manufacture; and/or
  - Courses should be through and or endorsed by other Denturist, Dental or Health Professions Associations.
4. Review length of course.
  - Should be a minimum of one-hour in length.
5. Relevancy to the Profession.
  - Content should be relevant to authorized services;
  - Content should be relevant to dental/medical knowledge; or
  - Content should be relevant to the management or administration of a denture clinic.
6. Course content.
  - All course material should be evidenced based.

**7. Course format.**

- Lecture only;
- Lecture with audio-visual support;
- Lecture with printed literature;
- Lecture with referenced text (provided);
- Lecture with web-based reference;
- Lecture with "hands-on" component;
- Lecture with formal examination;
- No lecture.

**8. Distance Learning, Self-study and On-line courses.**

- Acceptable only with examination on completion of course.

**9. Decision on Accreditation.**

- If approved, course will be accredited for a specific number of hours;
- If approved, course will be allocated to a specific section of the Continuing Competency Rules.

**Not Approved**

Courses submitted by Regulated Members to the College of Alberta Denturists for Accreditation which do not conform to these guidelines, will not be approved and therefore, not accredited.

**Appeal**

Courses not provided accreditation can be appealed by the Regulated Member, pursuant to Section 7 of the Continuing Competency Rules.

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