



Registration Committee Member Application

The Registration Committee is a statutory Committee established under the authority of the *Health Professions Act* (the HPA). It makes reports and recommendations to Council regarding registration policies. It also has the authority under the HPA to make decisions regarding registration applications and to make referrals to the Expert Review Panel.

Activities include, but are not limited to:

- reviewing the Registration Committee Terms of Reference
- establishing an annual work plan
- reviewing and recommending Registration Policies
- reviewing registration applications
- participating in registration assessment training

ELIGIBILITY

To be eligible to be appointed to the Registration Committee, you:

- must not be an officer, director, executive member or similar position in a professional association, union or bargaining unit that represents dental assistants
- must not be a current member of Council

RESUME

Attach your resume to this application form. Your resume should include your work experience, formal education, and volunteer experiences.

WHAT TO EXPECT WHEN YOU APPLY

1. The Governance Committee will review your application.
2. If the Registration Committee is a good fit with your background and knowledge, the Governance Committee will make a recommendation to Council about your appointment to the Registration Committee.
3. Council considers and makes appointments at their **regularly scheduled meetings**.
4. We will let you know Council's decision.
5. We will destroy your resume as we no longer need the information.

Name Registration Number (if applicable)

Email Phone

I meet the eligibility requirements described above. Yes No

PARTICIPATION

This committee conducts its work virtually, mainly during evenings and weekends.

I am available evenings and weekends to participate in committee business. Yes No

I have access to reliable internet and appropriate technology to participate in committee business. Yes No

Please tell us why you are interested in joining the Registration Committee.

WHAT I BRING TO THE TABLE <i>Please rate yourself for each competency below.</i>	<i>I am competent</i>	<i>I have transferable knowledge /skills</i>	<i>This is new to me, but I am willing to learn</i>
Understand and support the College's responsibility to regulate the profession in the public interest and the Registration Committee's role.			
Ability to understand the requirements for registration as described in legislation, regulations, bylaws, and policies.			
Ability to assess (based on risk) registration applications and supporting documents, whether an applicant can practice the profession safely and competently.			
Be mindful of entry-level requirements and not create barriers to registration.			
Consider applicants on a case-by-case basis and make objective, transparent, and fair decisions.			
Understand bias and conflicts of interest (recognize, declare, and step away when conflicts of interest occur).			
Ability to assess policies for consistency, conflicts, and effectiveness.			
Ability to consider issues and recommend broad policy to enable management of similar issues in the future.			
Ability to be respectful (even when discussing differing opinions), honour confidentiality, and exercise discretion.			
Comfortable and able to ask questions, express opinions and participate in discussion.			
Professionalism, preparedness, and punctuality.			
Basic technology skills (most committee work is completed online).			