



Contact

NEWS BULLETIN

December 3, 2012

Online Renewal Begins January 2013 Paper Forms Will Not Be Mailed

CDSBC is moving to an online renewal system. The College will not be mailing paper forms for the upcoming 2013/14 renewal period. Dentists and CDAs will be able to submit their renewal application and make payment online through www.cdsbc.org.

Completed renewals and payment are due no later than March 1, 2013. Dentists and CDAs who have not renewed by March 1 are not permitted to practise until they are reinstated.

New for 2013:

- The 2013/14 renewal forms ask dentists and CDAs to confirm that they have read the CDSBC Code of Ethics and Standards of Practice and understand that it applies to them.
- Dentists and CDAs will be able to print their own receipt and registration/certification cards without having to wait for the College to mail them.
- Both dentists and CDAs will have the option to pay their renewal fees by credit card.

A PDF-fillable renewal form will be available at www.cdsbc.org for those who prefer a printed form. Once completed, you must print, sign and mail or hand-deliver the form along with your payment.

If you need assistance, email dentistrenewal@cdsbc.org or cdarenewal@cdsbc.org. If you do not have Internet access, call the renewal hotline at 604-714-5346. For more information about online renewal, go to www.cdsbc.org/dentist_renewal for dentists and www.cdsbc.org/CDA_renewal for CDAs.

Keep an eye out for an important mailout, including a renewal reminder, coming in mid-January.



How to Prepare for Renewal

For online renewal, you will need:

- Your registration/certification number;
- Your password (if you have forgotten your password, you can reset it with your registration/certification number and birthdate); and
- A current email address on file with CDSBC.

Before you can renew, you must have met all of the following requirements:

- Continuous practice (900 hours for dentists over the previous three years; 600 hours for CDAs);
- 90 credit hours for dentists and 36 for CDAs (if your CE cycle ends on December 31, 2012*); and
- Criminal record check (those who must complete it received a memo in September to advise of this requirement).

NEW: Online CE Submission for All Courses and Conferences

The College is now accepting online CE submissions for all courses and conferences. To submit your CE credits or review your CE transcript, please go to the log in page and follow the prompts: <https://eservice.cdsbc.org/login.aspx?ReturnUrl=%2fCECredits.aspx>.

Research Consultant

CDSBC is hiring a research consultant to gather feedback from dentists and CDAs about College resources and publications. If you are asked to complete a survey about CDSBC, please be assured this request is legitimate.

**Due to the high volume of submissions, if you have submitted CE by mail or fax it will take up to six weeks to appear on your transcript. If you have submitted your CE credits to the College prior to year-end and they are eligible for credit, they will be credited to the 2012 cycle.*