

# **The Denturist Society of Saskatchewan**

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## **Regulatory Bylaws**

**Denturist Society of Saskatchewan**  
**PART II – REGULATORY BYLAWS**  
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## PART II – REGULATORY BYLAWS

### Title and Interpretation

1(1) These bylaws may be cited as the regulatory bylaws passed in accordance with subsection 15(2) of *The Dental Disciplines Act*.

(2) Any term defined by *The Dental Disciplines Act*, shall have the same meaning when used in these bylaws and, unless the context otherwise requires:

- (a) “**Act**” means *The Dental Disciplines Act*;
- (b) “**administrative bylaws**” means the valid subsisting bylaws of the Society passed in accordance with subsection 15(1) of the Act;
- (c) “**Council**” means Council of the Society as established by the administrative bylaws of the Society;
- (d) “**Intern**” means a person undergoing training to be a Denturist;
- (e) “**regulatory bylaws**” means the valid subsisting bylaws of the Society passed in accordance with subsection 15(2) of the Act;
- (f) “**Society**” means The Denturist Society of Saskatchewan.

### Category of Members

2(1) Membership in the Society shall consist of:

- (a) Practising Resident Member;
- (b) Practising Non-Resident Member;
- (c) Intern Member;
- (d) Non-Practising Member.

(2) Any person registered as a member in any of the categories of membership shall continue to be a member in good standing so long as:

- (a) the member is not in default in making payment of the annual fees applicable to such category;
- (b) the member is not in default of any provisions of the bylaws requiring the completion of forms or provision of other information at the time of payment of annual fees or any other time;
- (c) the member has complied with the continuing education guidelines established by the Quality Assurance Committee;
- (d) the member’s licence has not been suspended or revoked in accordance with the Act and these regulatory bylaws; and
- (e) where the member’s licence has been granted for a certain period of time, and such time has not expired.

(3) In accordance with subsection 20(2) of the Act, a person may be granted a restricted licence in any category of membership and Council may impose such conditions or restrictions as Council deems appropriate. A Member granted a restricted licence shall strictly comply with the conditions or restrictions imposed by Council on the Member's restricted licence.

(4) Any member may resign as a member of the Society by written notice to the Registrar, provided all fees payable to such date of registration shall have been paid, except that if at the time of such resignation by a member, disciplinary proceedings have been commenced under the Act, such resignation shall not be effective until such proceedings have been finally concluded and the member has complied with any order made by the discipline committee in such proceedings.

**Practising Resident Member**

**3(1)** Registration as a resident practising member shall be granted to a person residing or intending to reside in the province of Saskatchewan upon the completion of the prescribed application form, payment of the prescribed fees set out in the administrative bylaws and production of evidence satisfactory to the Registrar that the person:

- (a) has successfully completed a program of Denturist studies approved by the Council or has other denturist training which is satisfactory to Council;
- (b) has successfully completed a practical study program approved by the Council or has other practical study or experience which Council determines to be equivalent to the approved practical study program;
- (c) has passed the Denturist Society of Saskatchewan Examinations or passed other examinations which Council determines to be equivalent to the Saskatchewan examinations;
- (d) is of good character and not the subject of a finding of, or proceedings for, professional misconduct, incompetence or incapacity in relation to denturism or any other health profession in Saskatchewan or any other jurisdiction.

(2) Practising resident membership entitles a person to the following privileges:

- (a) to receive a licence to practise denturism and to use the titles as specified in the Act;
- (b) to vote and hold office in the Society;
- (c) to participate in all meetings of the Society;
- (d) to be appointed on committees of the Society;

- (e) to receive a copy of the Society documents designated for distribution to practising resident members;
- (f) to receive the newsletter of the Society; and
- (g) to receive all privileges of membership in affiliated national and international associations, as may be available.

**Practising Non-Resident Member**

4(1) Registration as a non-resident practising member shall be granted to a person who does not reside in the Province of Saskatchewan and does not intend to solely reside in the province of Saskatchewan upon the completion of the prescribed application form, payment of the prescribed fees set out in the administrative bylaws and production of evidence satisfactory to the Registrar that the person:

- (a) has successfully completed a program of Denturist studies approved by the Council or has other denturist training which is satisfactory to Council;
- (b) has successfully completed a practical study program approved by the Council or has other practical study or experience which Council determines to be equivalent to the approved practical study program;
- (c) has passed the Denturist Society of Saskatchewan Examinations or passed other examinations which Council determines to be equivalent to the Saskatchewan examinations;
- (d) is of good character and not the subject of a finding of, or proceedings for, professional misconduct, incompetence or incapacity in relation to denturism or any other health profession in Saskatchewan or any other jurisdiction.

(2) Practising non-resident membership entitles a person to the following privileges:

- (a) to receive a licence to practise denturism and to use the titles as specified in the Act;
- (b) to vote and participate in all meetings of the Society but not to hold office;
- (c) to receive a copy of the Society documents designated for distribution to practising resident members;
- (d) to receive the newsletter of the Society; and
- (e) to receive all privileges of membership in affiliated national and international associations, as may be available.

**Intern Member**

5(1) Registration as an intern member shall be granted to a person residing or intending to reside in the province of Saskatchewan upon the completion of the prescribed application forms, payment of the prescribed fees set out in the administrative bylaws and production of evidence satisfactory to the Registrar that the person:

- (a) has successfully completed a program of Denturist studies approved by the Council;
  - (b) is of good character and not the subject of a finding of, or proceedings for, professional misconduct, incompetence or incapacity in relationship to denturism or any other health profession.
- (2) Intern membership entitles a person to the following privileges:
- (a) to participate in and complete a practical study approved by the Council;
  - (b) to receive a licence to practice Denturism under the direct supervision of a clinical supervisor who meets the criteria set out in subsection 5(3);
  - (c) to be financially compensated only by, or through, the clinical supervisor;
  - (d) to participate in all meetings but not to vote or hold office.
- (3) A member may act as a clinical supervisor if the member:
- (a) is and has been a resident practising member in good standing for the previous three years or more; and
  - (b) is approved by the Council to provide direct supervision to an intern;
- (4) The clinical supervisor shall:
- (a) be responsible for the instruction and supervision of the intern in designing, making and fitting of dentures at his regular place of business so as to ensure that any dental prosthesis on which the intern is employed is properly designed and made; and
  - (b) notify the Registrar in writing if there is any change in the employment status of the intern.
- (5) An intern member shall:
- (a) not do any impression techniques, bite registrations, try-ins or insertions of new dentures or relines except under the on-premise supervision of the clinical supervisor; and
  - (b) notify the Registrar in writing if there is any change in his or her employment status.

**Non-Practising Member**

6(1) A member who does not intend to continue the practise as a denturist may retain membership in the Society. Registration as a non-practising member shall be granted upon the completion of the prescribed application form, payment of the prescribed fee set out in the administrative bylaws and production of evidence satisfactory to the Registrar that the person:

- (a) immediately prior to or at the time of the application had been a resident practising member in good standing or a non-resident practising member;
- (b) is no longer in active practise as a denturist.

(2) A non-practising member is not permitted to practise denturism but is entitled to the following privileges:

- (a) to participate in all meetings of the Society but not to vote or hold office;
- (b) to be appointed on committees of the Society; and
- (c) to be exempt from payment of all fees and assessments other than the specific fees solely relating to the non-practising membership category.

(3) A non-practising member may resume practise in any year by paying the prescribed annual licence fee for a resident or non-resident practising member, provided that where the member has not practised as a denturist in the province of Saskatchewan during the two years preceeding such payment, the council may require such member to take such upgrading course(s) and/or examinations which the Council may prescribe before a resident or non-resident practising licence is issued to such member.

**Procedure for Registration and Licensing**

7(1) Application for registration in any category of membership shall be submitted by completing the applicable form prescribed in the administrative bylaws accompanied by:

- (a) the evidence necessary to prove to the satisfaction of the Council that the applicant has the prerequisite qualifications for membership in the category of membership applied for; and
- (b) the applicable registration fee and current annual licence fee provided for in the administrative bylaws.

(2) Annual licence fees shall be payable by every member during each calender year in the amount provided in the administrative bylaws and shall be payable on or before December 15 in any year for the succeeding calender year. Any member who has not paid the annual licence fee on or before December 15, shall pay the late fee prescribed in the administrative bylaws.

(3) Any member

- (a) who has not filed a completed application for renewal and paid the annual licence fee and late fee, where applicable; or

- (b) who has failed to provide evidence that they have complied with the continuing education requirements established by the Quality Assurance Committee,

by December 31 shall become, effective January 1 the following year, a disqualified member.

**Reinstatement**

**8(1)** A person whose registration as a member has been revoked by the Council or has become a disqualified member by reason of non-payment of annual licence fees may make application to be reinstated by submitting the application form prescribed in the administrative bylaws, duly completed and accompanied by:

- (a) the evidence that the applicant desires the Council to review in support of the reinstatement application;
  - (b) the applicable reinstatement fee provided for in the administrative bylaws; and
  - (c) evidence that the annual licence fee late penalty fee, if any, for the current year has been paid.
- (2) On an application for reinstatement being submitted, the Council shall review any evidence the Council deems appropriate and exercise its discretion in the best interests of the public and may impose or waive conditions for reinstatement including payment of fees and penalties for late payment of fees.
- (3) If a member who has been disqualified by reason of non-payment of fees fails to apply for reinstatement by the end of the practice year in which he or she became a disqualified member, he or she ceases to be a member and his or her name shall be struck from the Register.

**Provincial Examination Objective**

**9** The general objective of the provincial examination is to protect public safety by ensuring a high level of competence of all its members. The examination is designed to test candidates' knowledge and skills in the constructing and fitting of complete and partial dentures.

**Provincial Examination Procedures**

**10(1)** Upon request of a person applying for membership, the Registrar will supply an application form and information for the Denturist Society of Saskatchewan Examination.

- (2) To be eligible to take the examination, the applicant must:
- (a) have successfully completed a program of Denturist studies approved by the Council or have other denturist training which is satisfactory to Council;
  - (b) have successfully completed a practical study program approved by the Council or have other practical study or experience which Council determines to be equivalent to the approved practical study program;
  - (c) be of good character and not the subject of a finding of, or proceedings for, professional misconduct, incompetence or incapacity in relation to denturism or any other health profession.



- (3) The applicant must:
  - (a) apply at least one month prior to the sitting of the examination;
  - (b) complete and submit the prescribed application form; and
  - (c) submit the prescribed fee set out in Appendix “A” of the administrative bylaws.
- (4) Upon receipt of the application form and the prescribed fee the Registrar will:
  - (a) send the applicant an information package detailing the nature and format of the examination;
  - (b) arrange a pre-examination orientation; and
  - (c) inform the applicant of the dates, times and places of the examination.
- (5) The examination rules are as follows:
  - (a) the examinations are held in October or November of each year;
  - (b) the examinations may be taken only once within a twelve month period;
  - (c) on request, special sittings may be arranged at the discretion of the Council; the full cost of these will be borne by the applicant;
  - (d) passing grade is 75% on both the written and practical portions of the examination;
  - (e) after two (2) failures, additional training, as directed by the Council, must be taken; following this, only one further examination is allowed;
  - (f) all concerns and questions must be made, in writing, to the Registrar; examiners must not be contacted at any time.

**Professional Conduct and Proficiency**

**11** All members of the Society shall conduct themselves in a professional manner so as to enhance the honour of those engaged in the practise of denturism. Without limiting the generality of the foregoing, the following standards and rules of conduct are adopted:

- (a) Members shall at all times exercise due care and attention in the provision of their services.
- (b) When supplying a removable dental prosthesis the member shall explain the necessity of proper hygiene of the oral cavity and prosthesis to ensure the conditioned health of the oral cavity and shall give due consideration to remaining natural teeth in assessing the future success of a partial denture, but shall not diagnose oral health considerations of a pathological nature.
- (c) Before supplying or fitting a removable partial denture the member shall recommend that if the patient has not had a complete dentulous examination within the previous twelve months by a physician or by a dentist, that they do so before commencing work on the partial denture.

- (d) All premises occupied by the member and all equipment used by him for practising his profession shall be kept in a clean and sanitary condition. A Member shall not refuse entry at reasonable times to a person duly appointed by the Council for the purpose of inspecting the premises and equipment where the Member practices denturism.
- (e) All members shall maintain high standards of personal cleanliness and hygiene.
- (f) All Members shall strictly abide by the terms, conditions or limitations of their licence.
- (g) All Members shall maintain complete, proper and adequate patient records and keep such records for a minimum period of ten years.
- (h) All Members shall, at all times, be mentally and physically capable of practising as a denturist.
- (i) All Members shall discharge with integrity, all duties owed to patients, the Council, other members of the profession and the public. A Member must be both honest and candid when applying for a licence, dealing with the Registrar, dealing with the Council, dealing with other members of the profession, dealing with the public and when advising patients. A Member shall not procure a licence by misrepresentation or fraud.
- (j) All practicing members, in accordance with the clause 2(2)(c) of the regulatory bylaws, shall comply with continuing education guidelines set out by the Quality Assurance Committee.
- (k) All Members who engage in another profession, business or occupation concurrently with the practice of denturism, must not allow such outside interest to jeopardize the Members' professional integrity, independence or competence.
- (l) All Members shall not stipulate for, charge or accept any fee that is not fully disclosed, fair and reasonable. A Member shall not knowingly submit a false or misleading account or false or misleading charges. A Member shall not submit an account or charge a fee for dental prosthetic service that is unreasonable in relation to the service supplied.
- (m) All Members shall follow all lawful orders of the Council and shall reply promptly to correspondence from the Society.
- (n) A Member shall ensure that adequate instruction and supervision is given to an intern who is working under his or her supervision or for whom he or she is responsible.
- (o) A Member shall not permit any unqualified person to take charge of his or her denturist office or place of practice.
- (p) A Member shall not directly or indirectly make any payment or gift to a person who has referred a patient, or receive or accept any rebate, payment or gift from any person to whom a patient is referred.
- (q) All Members shall assist in preventing the unauthorized practice of denturism. In particular, if a member is aware of any person engaging in the practice of denturism without a licence, the member shall immediately advise the Registrar or Council of such activity.
- (r) A Member shall not practise as a denturist while the Member's ability to perform any professional service is impaired by alcohol or drugs.

(s) All Members shall observe all provisions of *The Dental Disciplines Act*, these Bylaws, the Standards and Rules of Conduct set out in these Bylaws in the spirit as well as in the letter.

**Advertising Standards**

**12(1)** A member or clinic may make information about the member and services provided, or the clinic and the services it provides, available to any patient, potential patient or the public generally, subject to the limitations contained herein.

(2) The word “**advertising**” in relation to the denturist profession must be taken in its broadest sense. It includes all those methods by which a member is made known to the public either by himself or by others without his objections, in a manner that can be fairly regarded as having for its purpose the obtaining of patients or the promotion in other ways of the member’s individual professional advantage.

(3) Advertising, promotion, and other marketing activities must be accurate, and not capable of misleading the public either directly or indirectly or through any medium or agent that:

- (a) misrepresents facts;
- (b) compares either directly, indirectly or by innuendo, the member’s service or ability with that of any other practitioner or clinic, or promises or offers more effective services or better results than those available elsewhere;
- (c) deprecates another member or clinic as to service, ability or fees;
- (d) creates an unjustified expectation about the results the member can achieve;
- (e) is made under any false or misleading guise, or takes advantage, either physically, emotionally or financially of any patient, or uses coercion, duress or harassment;
- (f) is undignified, in bad taste or otherwise offensive so as to be incompatible with the best interests of the public or members, or tends to harm the standing of the denturist profession generally;
- (g) discloses the names of patients; or
- (h) makes statements that are not statements of fact or makes statements that cannot be proven to be accurate by the member or clinic.

(4) All advertising or other signs shall conform to those used by health professionals in the same vicinity and be limited to:

- (a) the name or names of the denturist;
- (b) the name and location of the clinic;
- (c) hours of business;
- (d) services offered by; and
- (e) qualification of members.

**Conflict of Interest**

**13(1)** No member of the Society shall have an interest either directly or indirectly in any commercial dental laboratory and any such activity shall be deemed a conflict of interest.

(2) A member of the Society shall supervise the manufacture or fabrication of all prosthetic dentures on his own premises. The casting used in partial denture construction shall be deemed to be in a similar category as artificial teeth, i.e. a pre-manufactured part.

**Jurisdiction**

**14(1)** If a member performs services partially in Saskatchewan and partially in another jurisdiction, the entire services rendered by the member (including those performed in another jurisdiction) will be subject to the Act and Bylaws and, in particular, to the professional conduct and proficiency standards set out in the Act and Bylaws.

(2) If a member holds any type of denturist licence in any jurisdiction outside of Saskatchewan and the member's licence in the other jurisdiction is suspended or revoked, the member must immediately advise the Registrar or Council of such suspension or revocation. The Council, or the appropriate committee of the Council, shall have the right to review and investigate the member's conduct in the other province that lead to the member's suspension or revocation and to take appropriate disciplinary action as would be taken had the conduct which lead to suspension or revocation occurred in Saskatchewan.

**Special Meetings**

**15** The Council, subject to clause 15(2)(p) of the Act, may call special meetings of the Society as required and shall call a special meeting of the Society on written request of at least 20 percent of the members of the Society who are entitled to vote.

**Repeal of Previous Bylaws**

**16** Any and all previous Regulatory Bylaws are repealed on the date these Bylaws comes into force, in accordance with the provisions of the Act.

Nathan J Hoffer, Registrar,  
The Denturist Society of Saskatchewan.

APPROVED:  
Honourable Don McMorris  
Minister of Health.

DATED:  
November 16, 2011