



COLLEGE OF DENTURISTS OF ONTARIO

February 28, 2014

Important Notice to all Members

RE: 2014-15 Annual Certificate of Registration Renewal

Dear Member:

As set out in the College's By-laws, the annual registration fee for 2014-15 is **\$2,147.00** (\$1,900.00 plus \$247.00 HST). This fee **must** be received by the College of Denturists of Ontario (the College) by the end of day on April 15, 2014. The College no longer offers the option of paying in installments; however, paying by credit card will allow you to pay your credit card company in installments.

Online Renewal

The College's online renewal system will be open to you effective March 1, 2014 at www.denturists-cdo.com.

Paying by Credit Card

The online renewal system allows you to securely pay for your fees using your credit card. Members are encouraged to pay by credit card. **Please note that you will not be charged a fee for using your credit card.**

Health Professions Database (HPD)

In accordance with the Ministry of Health and Long Term Care - Health Human Resources Strategy Program requirements, all members of regulated health professions in Ontario are required to answer a series of questions which are embedded in the online renewal. As part of the annual renewal process, you are requested to respond to these questions.

Continuing Education Requirements

All registered denturists must declare, at the time of their annual renewal, that they have met the minimum 10 continuing education credit hours requirement in the past year and list the programs attended. **Members are no longer required to upload supporting documents, but members must, as part of the Quality Assurance Program, provide such evidence to the College if requested.**

Professional Liability Insurance

All registered denturists must declare, at the time of annual renewal, that they have valid professional liability coverage that meets the College's requirements and must list the

insurance provider, policy number, effective date and expiry date of coverage on the renewal form. **It is no longer necessary to upload the entire policy.**

Members not Wishing to Renew

Please do not let your registration lapse. If you will not be renewing your certificate of registration, please contact the College prior to April 15, 2014.

**** Note: Members who do not pay their fee on or before April 15, 2014 will receive a letter notifying them of the College's intention to suspend them for non-payment of fees, if the annual fee, plus the late penalty of \$150.00, is not received within 30 days.**

After 30 days, a list of members suspended for non-payment will be provided to all members and posted on the College's website. The reinstatement fee will be \$500.00 (plus HST) in addition to the annual fee and late penalty charge.

Sincerely,

Abena Buahene
Registrar