



# Guide

## Health Profession Corporation

### Certificate of Authorization Application

Registered Denturists are permitted to incorporate for the purpose of practising denturism. To incorporate, a Health Profession Corporation Certificate of Authorization must be obtained from the College.

The College does not provide legal or accounting advice. For advice on any matters beyond incorporation application requirements, individuals should consult a lawyer and/or accountant.

The following links may provide useful information for individuals interested in establishing a Health Profession Corporation: incorporation:

<https://www.ontario.ca/page/start-run-and-change-corporation>

[Regulated Health Professions Act, 1991 \(RHPA\) – S. \(2\) 85.8 & 85.9](#)

[Business Corporations Act, Section 3.2](#)

[Ontario Regulation – Certificate of Authorization 39/02](#)

[College By-law Article 34 - Professional Corporations](#)

#### Naming the Corporation

The name of a health professional corporation must adhere to the required format and contain no additional words or characters. It must include the following:

- the words "Professional Corporation", or the French version, "Societe Professionnelle."
- an indication of the health profession (Denturism) to be practised by members of the College through the corporation.
- the surname of one or more shareholders of the corporation (who are members of the College) consistent with information contained on the Public Register of the College.
- may also include the Denturist shareholders' given name(s), one or more of the Denturist shareholders' initials or a combination of his or her given name and initials.

More information on meeting the standards and requirements for naming Health Profession Corporation please review [section 3.2 of the Business Corporations Act](#) and [subsections \(2\) to \(5\)](#), and [O. Reg. 39/02, s. 1 \(1\)](#).

#### Examples of Health Profession Corporation Names:

- J. Smith Denturist Professional Corporation
- John Smith Denturist Professional Corporation
- Smith Denturist Professional Corporation
- J. Smith and T. Brown Denturists Professional Corporation
- Jane Smith & Ted Brown Denturists Professional Corporation
- Jane Smith Denturologiste Societe Professionnelle



## Conditions and Requirements

The corporation cannot carry on a business other than the practice of the profession governed by the College and activities related to or ancillary to the practice of denturism.

A registered Denturist applying for a Health Profession Corporation Certificate of Authorization on behalf of the corporation must hold a current Certificate of Registration with the College and be a director of the corporation.

Each shareholder, director and officer of the corporation must hold a current Certificate of Registration as a Denturist issued by the College.

All of the issued and outstanding shares of the corporation are legally and beneficially owned, directly or indirectly, by one or more members of the same profession, who hold a certificate of registration from the College of Denturists of Ontario.

If the practice name (clinic name) is different from the corporate name, provide the name under which the corporation practices - Section A of the application.

## Business Address of the Corporation

This must be the actual corporate address of the corporation and not the address of the corporation's legal counsel or a virtual address.

## Required Documentation

- A completed, dated and signed [Certificate of Authorization Application Form](#)
- A completed, dated and signed Undertaking (**Section C** of the application) by all shareholders of the corporation.
- A Declaration (**Section D** of the application) by a director of the corporation signed not more than 15 days before the application is submitted to the College. An expired or incomplete declaration cannot be accepted.
- A copy of the [Checklist](#) for a Certificate of Authorization.
- A copy of a **Corporation Profile Report** that indicates that the corporation is active. The Corporation Profile Report is issued by the [Ministry of Government and Consumer Services](#) or by a service provider with the Ministry of Government and Consumer Services and must not be dated more than 30 days before the application is submitted to the College. An expired corporation profile report cannot be accepted.
- A copy of the **Certificate of Incorporation (including the Articles of Incorporation)**, and if applicable, a copy of every other certificate of incorporation that has been endorsed under the [Business Corporations Act](#) as of the day the application is submitted. The latter is required **ONLY** if the corporation has made any changes; **e.g. articles of amendment to change the corporation's name, amended its articles, etc.**
- The fee for the initial Certificate of Authorization in the amount of \$1,130.00 (includes HST).

## Renewal

The Certificate of Authorization must be renewed by April 14, 11:59 p.m. of each year. Notice of online annual renewal of the Certificate of Authorization is sent by email to members who have registered a health professional corporation with the College.

**For more information:**  
Visit our website at: [www.denturists-cdo.com](http://www.denturists-cdo.com)  
Email us: [info@denturists-cdo.com](mailto:info@denturists-cdo.com)  
Call us: 416-925-6331 ext. 226 • 1-888-236-4326