



COLLEGE OF
DENTURISTS
OF ONTARIO

Quality Assurance Program

Self-Assessment Tool

College of Denturists of Ontario

365 Bloor Street East, Suite 1606 • Toronto, ON M4W 3L4

T 416-925-6331 • F 416-925-6332 • **Toll Free** 1-888-236-4326 • www.denturists-cdo.com

Date Last Revised: August 28, 2023



Table of Contents

Table of Contents	1
Introduction	2
Components of the SAT	2
Questionnaire	2
Member Response Profile.....	2
CPD Goals	2
Accessing the SAT	3
Professional Practice Portal.....	3
Select SAT	4
Complete the Questionnaire	5
Member Response Profile.....	8
CPD Goals.....	9



Introduction

The Self-Assessment Tool (SAT) is designed to assist members in self-identifying areas within their practise that may require further education, training or review. Completing the SAT will assist members in facilitating the achievement of their professional goals.

In order to encourage honest self-reflection amongst members, individual responses **are not** collected or reviewed by the College or the Quality Assurance Committee. Aggregate data is used to inform evidence-based decision making and identify trends that may require specific CPD development.

Components of the SAT

Questionnaire

Members will complete a questionnaire that consists of a list of performance indicators and a rating scale.

Rating Scale:

- 5 = I fully understand the indicator and apply it consistently.
- 4 = I fully understand the indicator but could improve on applying it consistently.
- 3 = I could benefit from further education/training regarding this indicator and how to apply it.
- 2 = I need to improve my understanding of this indicator and how to apply it.
- 1 = I am not familiar with and/or I do not understand this indicator.
- N/A = I understand this indicator but it is not applicable to my current practice.

Member Response Profile

Once the questionnaire is submitted, the tool will calculate the member's average rating for each practice domain and each competency. Indicators that have a rating of "N/A" are excluded from the calculation. All indicators are weighted equally.

The Member Response Profile provides a visual representation of the member's self-assessment based on the averages calculated from the questionnaire.

CPD Goals

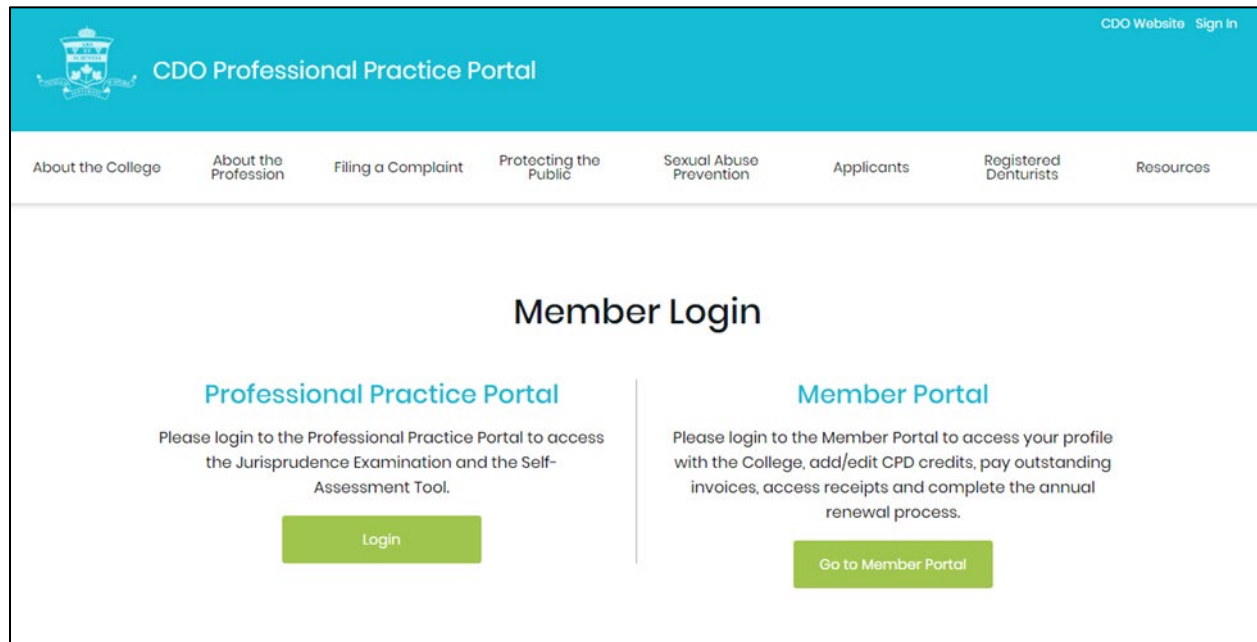
Members will select 3 CPD goals based on their self-ratings from the questionnaire.



Accessing the SAT

Professional Practice Portal

1) Click on the [Professional Practice Portal Login](#) on the CDO website:





- 2) Login to the Professional Practice Portal using your CDO Member Portal login credentials.

If you forgot your password, click on that link and enter your username or email address. Your login credentials will be emailed to you.

Select SAT

- 1) Click on Access Self-Assessment:



Complete the Questionnaire

- 1) Click on Begin Self-Assessment

CDO Website Log Out

CDO Professional Practice Portal

Marlene Baptiste

Professional Practice Portal

Self-Assessment

If this is your first time using the Self-Assessment Tool, please click on Begin Self-Assessment to start. If you are returning to continue or complete the Self-Assessment tool, please click on Continue Self-Assessment. The Member Response Profile, Member Cycle Goals and Previous Cycles will become available once you have submitted your assessment.

Begin Self-Assessment Review Self-Assessment Member Response Profile Member Cycle Goals

Previous Cycles

- 2) If you are a Denturism educator or professor in Ontario, answer Yes. Otherwise answer No.

CDO Website Log Out

CDO Professional Practice Portal

Jane Tester

Professional Practice Portal

Before We Begin...

Are you a denturist educator?

Yes No



- 3) Instructions: Read each indicator carefully and determine your self-rating using the rating scale. Click on the question mark icon to review practice illustrations that may assist you in understanding each indicator. It is important to answer honestly.

Please note, the CDO does not review individual results and will only use aggregate data to inform policy and program development. This allows Denturists to engage with the tool honestly and for the tool to provide accurate results.

Professional Practice Portal

Self Assessment

Instructions: Read each indicator carefully and determine your self-rating using the rating scale below. Click on the question mark icon to review practice illustrations that may assist you in understanding each indicator. It is important to answer honestly.

NOTE: The College does not review individual self-assessments and will only use aggregate data to inform policy and program development.

Rating Scale

- 5 = I fully understand the indicator and apply it consistently.
- 4 = I fully understand the indicator but could improve applying it consistently.
- 3 = I could benefit from further education/training regarding this indicator and how to apply it.
- 2 = I need to improve my understanding of this indicator and how to apply it.
- 1 = I am not familiar with and/or I do not understand this indicator.
- N/A = I understand this indicator but it is not applicable to my current practice

Practice Area: Clinical Practice

Competency #1
Determines the appropriateness of the dentist's services

Indicator	Self-Rating					
	1	2	3	4	5	N/A
I clarify expectations of the dentist's role with the patient, substitute decision-maker and/or referral source. ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I identify the required knowledge, skill and judgement necessary to meet the needs of the patient. ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I obtain contact information for the relevant professionals associated with the patient's care (relevant professionals include, but are not limited to, the patient's dentist, nursing services and other medical professionals). ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I recognize when denturism services may be discontinued according to the professional misconduct regulation. ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



- 4) Rate yourself on all of the indicators on that page. When you get to the bottom, you can save progress and exit or save process and continue to the next section. Note that sometimes the page takes a few seconds to load – please wait for the next page to load and do not click “back” or “refresh”.

Competency #8
Conducts follow-up appointments to determine the comfort, fit and function of the oral appliance or prosthetic

Indicator	Self-Rating					
	1	2	3	4	5	N/A
I assess the condition and health of the patient’s oral cavity. ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
I make modifications to address the patient’s concerns and/or observed irregularities. ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Your Progress 1 2 3 4 5 6

- 5) Once you have completed the questionnaire, click Submit:

Competency #4
Provides patient education regarding the use, care and maintenance of the dental prosthesis or oral appliance; and oral health care

Indicator	Self-Rating					
	1	2	3	4	5	N/A
I assess the patient’s educational needs relevant to his or her age/history and the services being provided. ?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I modify educational materials and delivery methods to meet the needs of patients and others. ?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I deliver relevant education that is suitable for the patient and to the services being provided. ?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I evaluate the effectiveness of the education provided. ?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Your Progress 1 2 3 4 5 6



Member Response Profile

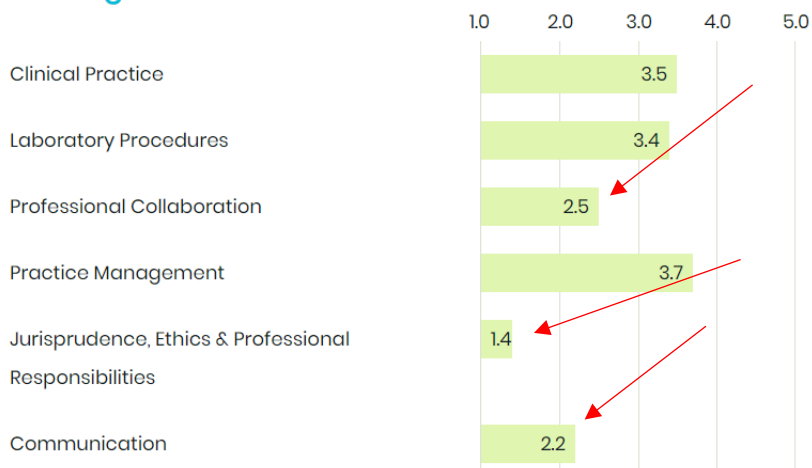
- 1) Review your Member Response Profile to identify areas that would benefit from learning. Areas with lower scores could benefit from additional training or education.

Please find your Member Response Profile below.

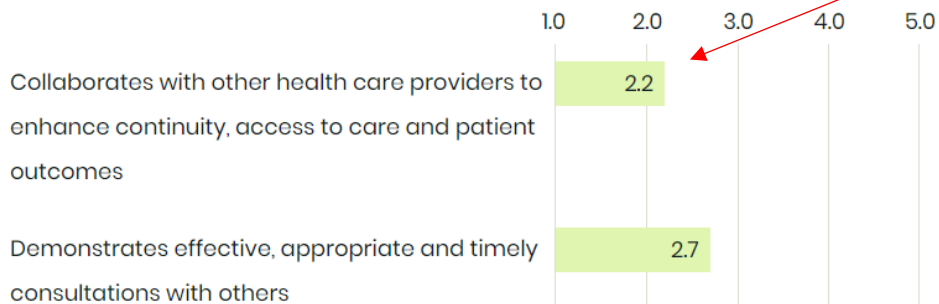
The first profile provides you with your self-identified average rating for each of the practice areas.

The second profile provides you with your self-identified average rating for each of the competencies listed within a practice area. Review this information carefully as it will provide you with insight into the practice areas and specific competencies that you may wish to focus on during the next CPD cycle. Once you have had a chance to review the profiles, please proceed to the Member Cycle Goals page to select the areas in which you wish to focus your CPD activities.

Average Self-Assessment

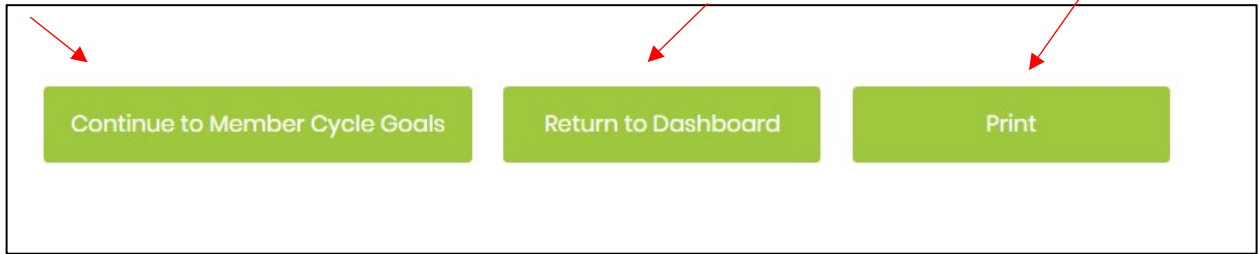


Professional Collaboration





- 3) After reviewing your response profile, you can select your cycle goals, return to the dashboard or print the profile. It is strongly recommended that you print your profile so that you can easily select your CPD goals.



CPD Goals

- 1) Select the practice area and competencies that you want to work on during the current or upcoming CPD cycle. Once you have made your selections, save your goals.

Member Cycle Goals

Please complete this section once you have reviewed your Member Response Profile.
After you have reviewed your profiles, please select 3 competencies that you wish to focus on during the next CPD cycle using the dropdowns below.
Once you have selected your goals, save them using the Save Goals button below. You may return to this page later to edit your goals, as needed.

Goal #1
Practice Area:
Competency:

Goal #2
Practice Area:
Competency:

Goal #3
Practice Area:
Competency:

The screenshot shows a form titled "Member Cycle Goals" with instructions and three goal sections. Each goal section has a "Practice Area" dropdown and a "Competency" dropdown. At the bottom, there are "Save Goals" and "Return to Dashboard" buttons. Red arrows point to the dropdown menus and the "Save Goals" button.



- 2) Once you have selected and saved your cycle goals, you can review them, edit them and print them:

Member Cycle Goals

The cycle goals that you have identified are listed below. Please print this information and keep it with your CPD Portfolio as part of your participation in the Quality Assurance Program. You can edit your cycle goals by clicking on the Edit Cycle Goals button below.

Goal #1 - Professional Collaboration - Collaborates with other health care providers to enhance continuity, access to care and patient outcomes

Goal #2 - Practice Management - Manages the assignment of services to support staff and others under the dentist's supervision

Goal #3 - Communication - Modifies communication to meet the needs of the individual

Print Return to Dashboard Edit Cycle Goal

- 3) Once you have printed or edited your goals, you can return to the dashboard to review your self-assessment information:

CDO Website Log Out

CDO Professional Practice Portal

Marlene Baptiste

Professional Practice Portal

Self-Assessment

If this is your first time using the Self-Assessment Tool, please click on Begin Self-Assessment to start. If you are returning to continue or complete the Self-Assessment tool, please click on Continue Self-Assessment. The Member Response Profile, Member Cycle Goals and Previous Cycles will become available once you have submitted your assessment.