



# Qualifying Examination Item Writer Eligibility & Selection Criteria

## Objectives

- Ensure that item writers have current practice experience in a patient care setting.
- Ensure that item writers are well equipped to review and develop Qualifying Examination items.
- Avoid perceived or real conflicts of interest or bias.
- Protect the security of the examination, avoiding intentional or unintentional use or distribution of exam information and/or materials other than for actual review and/or development of the Qualifying Examination.

## Eligibility Criteria

- Must be a Denturist that has been registered in a Canadian jurisdiction in the general active class for at least five (5) years.
- Must be a member in good standing with the College of Denturists of Ontario (CDO).
- Currently practises in a patient care environment providing clinical services full or part-time.
- Agrees to comply with the confidentiality, security, conflict of interest and code of conduct policies and agreements.
- Agrees not to participate in any examination preparatory activities such as developing or providing practice questions, practice exams, educational sessions or coaching to assist one or more current or potential candidates in qualifying examination preparation, for five (5) years after serving as a Qualifying Examination item writer.

## **For the purposes of establishing eligibility for the role of Item Writer, a member in good standing means, you:**

- Are not in default of payment of any fees or completing and returning any form required by the College.
- Are not the subject of any disciplinary or incapacity proceeding.
- Are not currently or have not been in the past three (3) years, a subject of disciplinary action or unresolved investigation by the CDO or any other professional body.
- Have not had a finding of professional misconduct, incompetence or incapacity in the past three (3) years.
- Have not been disqualified from Council or Committee in the past three (3) years.
- Have demonstrated commitment to your own continuing professional development.



## **Ineligibility Criteria**

### **Due to real or perceived conflicts of interest:**

- Must not be a member of the Council, the Registration Committee, the Qualifying Examination Committee or the Qualifying Examination Appeals Committee.
- Must not be or have not been a member of the College staff within the past three (3) years.
- Must not hold an executive position with a professional association.
- Must not have been an instructor in a Denturism program within the past three (3) years.
- Must not have any immediate family or a close associate who is a potential candidate or candidate who may undertake the exam over the next year.
- Must not have been involved in the past three (3) years in curriculum development or in the training and/or assessment of professional skills of groups of students or candidates (e.g., professional practice labs, bridging programs or other small group sessions involving the use of standardized patients, role-playing scenarios or simulations).
- Must not currently be involved in examination preparatory activities such as developing or providing practice questions, practice exams, educational sessions or coaching to assist one or more current or potential candidates in qualifying examination preparation.