



# Public & Stakeholder Consultation

## Proposed By-Law Amendment Harmonizing Registration Year End with Fiscal Year End

The CDO is seeking feedback from Registered Denturists, members of the public, and stakeholders on the proposed amendment to the College By-Laws to harmonize the registration year end with the fiscal year end.

**Current Registration Year** – From April 15<sup>th</sup> to April 14<sup>th</sup> of the following year. Denturists must renew their Certificate of Registration (license) by April 14<sup>th</sup> of each year.

**Fiscal Year** – From April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.

**Proposed Change: New Registration Year** – From April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.

### **Background**

Upon completion of the 2022 annual audit, the College's independent third-party auditors (Hilborn LLP) provided CDO management with a debrief of their findings and provided any post-audit commentary.

It was suggested that the CDO should consider aligning its registration year end, the annual renewal cycle for Denturists, with the CDO's fiscal year end. This was also mentioned by Hilborn LLP at the December 2022 Council meeting when Council approved the final audited financial statements and received feedback on CDO's performance during the audit period.

### **Benefits**

Alignment between the registration year and fiscal year will provide the following benefits:

- Harmony and increased clarity between the two important dates.
- Less complex accounting processes and greater streamlined efficiencies due to simplification of liabilities (deferred registration fees).
  - Renewal fees collected between fiscal year end of March 31<sup>st</sup> with renewal year end of April 14<sup>th</sup> must be recorded as a liability and accounted for on the CDO's balance sheet.
  - While it is a moderately simple accounting task to record liabilities from deferred registration fees due to the size of CDO membership, it would be considered best practice for alignment to occur as an organization.
- Alignment with proposed Registration Regulation amendments that specify a March 31<sup>st</sup> renewal deadline for Certificates of Registration issued under the Emergency Class. It would add complexity should the Ministry approve CDO's proposed Registration Regulation and there is misalignment between the various classes of certificates and their renewal deadlines.

### ***Implications for Denturists***

The alignment between the registration year and fiscal year requires moving the renewal period up by two weeks or 14 days. Annual renewal currently opens March 1<sup>st</sup> of each year and Denturists have until April 14<sup>th</sup> to renew their Certificates of Registration (license).

Renewal consists of signing on to their online profiles, updating their contact information, completing the online renewal form, and submitting payments by either credit card or cheques.

To mitigate the effects of this change to the renewal period, the College is proposing the following:

- Implementing the change to begin in 2024 onwards.
- Opening renewal earlier by two weeks to account for the loss of two weeks. Opens mid-February instead of March 1<sup>st</sup>.
- New deadline of March 31<sup>st</sup> instead of April 14<sup>th</sup>.
- Provide advance notice of the change through a publication campaign of various reminders and newsletters.
- Waiving late renewal fees for the 2024 renewal period up to April 14, 2024. This grace period would cover up to the previous renewal year end. Any late fee decisions for extenuating circumstances after April 14, 2024, would continue to be on a case-by-case basis.

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### ***Documents***

[College By-Laws – proposed amendments highlighted](#)

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You can submit your feedback and comments by emailing: [info@denturists-cdo.com](mailto:info@denturists-cdo.com)

The consultation period will be open today, March 10, 2023, until end of day on **Tuesday, May 9, 2023**.