



COLLEGE OF  
DENTURISTS  
OF ONTARIO

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# Public and Stakeholder Consultation

## Removal of Unique Identifiers on Patient Charts/Records & Updated Record Keeping Standard of Practice & Guidelines

At its March 8, 2024, meeting, the CDO Council approved for 60-day public and stakeholder consultation the removal of the requirement for all Patient Charts and Patient Records to have unique identifiers to distinguish them from other patient charts and records.

To support this potential change, the College has revised its Record Keeping Standard of Practice. The College will also be rolling out an updated and modernized Guideline for Record Keeping.

### Change Proposed

Removing the requirement that each Patient Chart/Patient Record have a unique identifier on each page. New [Record Keeping Guidelines](#) proposed. Updated Standard of Practice to support this change.

### Rationale

The College adopting a right touch regulation approach, believes that registrants are in the best position to determine how they should manage the creation, storage, and archiving of patient records that work best for their practice (with College guidance and support). This is especially important as Denturists adopt electronic record systems where the use of unique identifier is embedded within the meta data of the patient files itself.

Taking a different approach to the issue was identifying what problem the unique identifier was trying to solve. Absent any concrete evidence that the use of unique identifiers was working as intended, that the College has not received many reports or complaints about patient files being mixed up, and that many remedial activities were reported on during Peer and Practice Assessments due to the College's own requirements, it appears that the College created a solution to a problem that unlikely exists.



### College of Denturists of Ontario

365 Bloor Street East, Suite 1606, Toronto, ON M4W 3L4  
T: 416-925-6331 • F: 416-925-6332 • TF: 1-888-236-4326  
[info@denturists-cdo.com](mailto:info@denturists-cdo.com) • [www.denturists-cdo.com](http://www.denturists-cdo.com)



## **Background**

The unique identifier is a combination of identifiable information present on every page of a patient file to distinguish each page file as belonging to one patient in a series of records. In the unlikely event that paper patient files are scrambled or mixed, the unique identifier on each page will allow Denturists to easily reorganize the patient files in an orderly manner.

The College's Guidelines for Record Keeping, Standard of Practice for Record Keeping, and Training for Peer and Practice Assessments appeared to differ on what formed the requirements for a unique identifier. This may have caused regulatory confusion amongst Denturists.

## **Updated Guidelines and Standards of Practice**

- The College's Standard of Practice for Recordkeeping will be updated to remove the requirement for Unique Identifier
- The College has revamped its current Guidelines for Record Keeping providing Denturists with a fulsome guidance document with relevant practice scenarios.

## **Consultation**

Tell us what you think about the removal of the unique identifier, our new proposed Record Keeping Guidelines, and the revised Standard of Practice!

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

**The consultation period will be open from today, March 14, 2023, until the end of day May 13, 2024.**

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### **Links:**

- Click [here](#) to read the Council Briefing note on Unique Identifiers
- Click [here](#) to read the new Guidelines for Record Keeping
- Click [here](#) to view the proposed Standard of Practice for Record Keeping

## **Questions?**

If you have any questions, please contact the College of Denturists of Ontario at [registration@denturists-cdo.com](mailto:registration@denturists-cdo.com).