

20 DENTAL CT SCANNERS¹

20.1 General

20.1.1 Definitions

In this by-law,

“**CF scan**” means a dental CT scan with a field of view over eight (8) centimetres;

“**CF scanner**” means a craniofacial CT scanner;

“**DA scan**” means a dental CT scan with a field of view eight (8) centimetres or less;

“**DA scanner**” means a dentoalveolar CT scanner;

“**dental CT scan**” means a CT scan taken with a CF scanner or a DA scanner;

“**dental CT scanner**” means a CF scanner or a DA scanner

“**dental facility**” means any dental office in which oral health care is provided, including, but not limited to, traditional dental practices, community and school-based dental clinics, and collective living centres and other institutional settings;

“**Facility Permit**” means a permit issued by the College authorizing the member to install and operate a dental CT scanner at a dental facility;

“**inspection**” may include:

- a. in relation to a member who prescribes, orders or takes dental CT scans, an audit of the documentation required to be filed with the College upon application for renewal of a Member’s Authorization and/or an inspection by an inspector or inspectors appointed by the Registrar and includes a re-inspection;
- b. in relation to a member or a dental facility which holds a Facility Permit, an inspection by an inspector or inspectors appointed by the Registrar and includes a re-inspection;

“**Member's Authorization**” is the authorization issued by the College to a member under this by-law to permit the member to prescribe, order or take dental CT scans and, unless the context otherwise requires, includes one which has been provisionally issued under article 20.2.7;

¹ This by-law must be read in conjunction with the Standard of Practice of the Royal College of Dental Surgeons of Ontario.

“Registrar” in this by-law includes the Assistant Registrar or any person to whom the Registrar has delegated a responsibility or authority which the Registrar has under this by-law; and

“Standard of Practice” means the standard of practice published by the College and entitled *Standard of Practice: Dental CT Scanners*.

20.2 Application, Provisional Authorization

20.2.1 Authorization required

A member of the College shall not prescribe, order or take dental CT scans without obtaining appropriate authorization from the College.

20.2.2 Application for authorization

A member may apply to obtain authorization from the College to prescribe, order or take dental CT scans by submitting:

- a. a completed application in the form provided by the Registrar, along with any requested information;
- b. the written agreement required by article 20.2.5;
- c. any other documentation requested by the Registrar; and
- d. the applicable application fees.

20.2.3 Application to specify

An application under article 20.2.2 to prescribe, order or take dental CT scans shall specify whether the member is seeking authorization to take DA scans or CF scans.

20.2.4 Application for CF scans

An application to prescribe, order or take CF scans shall be deemed to be an application to prescribe, order or take CF scans and DA scans.

20.2.5 Agreement to cease prescribing, ordering or taking dental CT scans upon notice

A member applying for authorization to prescribe, order or take dental CT scans shall submit a written agreement, in the form provided by the Registrar, to immediately cease prescribing, ordering or taking dental CT scans in the event that the Registrar notifies the member that the Registrar has determined, as a result of an inspection or by any other means, that there is a risk of harm to the public should the member continue to prescribe, order or take dental CT scans.

20.2.6 Notice to cease prescribing, ordering or taking dental CT scans

Where the Registrar notifies the member under article 20.2.5 to cease prescribing, ordering or taking dental CT scans, the Register will indicate which dental CT scans, if any, the member can continue to prescribe, order or take.

20.2.7 Conditions for provisional authorizations

The Registrar may issue a provisional Member's Authorization to a member who has made an application under article 20.2.2 to prescribe, order or take DA scans, or both DA scans and CF scans, where the Registrar or, failing the Registrar, the Dental CT Scanner Committee is satisfied that:

- a. the member has the requisite education and training under the Standard of Practice; and
- b. there are no concerns respecting the member's competence or prior conduct in relation to the prescribing, ordering or taking of dental CT scans for which the member is seeking authorization.

20.2.8 Contents of provisional authorization

A provisional Member's Authorization issued under article 20.2.7 shall specify the following:

- a. whether the member is authorized to prescribe, order or take DA scans or both CF scans and DA scans; and
- b. that the Member's Authorization is subject to immediate cancellation in the event that the member fails to comply with the written agreement required by article 20.2.5.

20.2.9 Expiry of provisional authorization

Unless extended by the Registrar, a provisional Member's Authorization expires on the earlier of

- a. six (6) months from the date the provisional Member's Authorization was issued; and
- b. the date of issuance of an annual Member's Authorization with the same specifications.

20.2.10 Extension of provisional authorization

The Registrar may extend a provisional Member's authorization for a period of up to three (3) months, subject to any conditions the Registrar may determine appropriate.

20.3 Annual Authorization, Renewal

20.3.1 Conditions for annual authorization

The Registrar may issue an annual Member's Authorization to prescribe, order or take dental CT scans to a member who holds a provisional Member's Authorization to prescribe, order or take dental CT scans where the Registrar is satisfied as a result of an inspection that the member's records required to be maintained with regard to the prescribing, ordering or taking dental CT scans are in compliance with the Standard of Practice.

20.3.2 Expiry of annual authorization

An annual Member's Authorization to prescribe, order or take dental CT scans, including one that has been renewed, expires on the 31st day of October following its issuance or renewal.

20.3.3 Application for renewal

A member may apply for the renewal of an annual Member's Authorization to prescribe, order or take dental CT scans by submitting the following:

- a. a completed application, in the form provided by the Registrar, along with any requested documentation;
- b. any other documentation requested by the Registrar; and
- c. the applicable renewal fees.

20.3.4 Conditions for renewal

The Registrar may renew a member's annual Member's Authorization to prescribe, order or take dental CT scans where the following conditions are met:

- a. the Registrar is satisfied as a result of an inspection conducted in the preceding 36 months that the member's records required to be maintained with regard to the prescribing, ordering or taking of dental CT scans are in compliance with the Standard of Practice; and
- b. the Registrar is satisfied that the member continues to meet all of the requirements of the Standard of Practice and this by-law related to the prescribing, ordering or taking of dental CT scans which the member is authorized to administer.

20.3.5 Where renewal prohibited

The Registrar shall not renew a member's annual Member's Authorization to prescribe,

order or take dental CT scans where the most recent inspection of the member's practice found the member to not be in compliance with the Standard of Practice unless the Registrar is subsequently satisfied that all deficiencies have been addressed to the Registrar's satisfaction.

20.4 Inspection

20.4.1 Inspection for renewal of Member's Authorization

An inspection required in order to obtain renewal of an annual Member's Authorization shall include an inspection of the member's records with regard to the prescribing, ordering or taking of dental CT scans.

20.4.2 Extension of annual authorization for inspection

Where additional time is needed to allow for an inspection required by this by-law, or where the member requires additional time to rectify any deficiencies found during an inspection, the Registrar may, provided the Registrar is satisfied that there is no risk to the public in doing so, extend a member's annual Member's Authorization, including one that has expired, for a period of up to 90 days.

20.4.3 Conditions of extension

The Registrar may make an extension granted under article 20.4.2 subject to any conditions or inspections the Registrar may consider appropriate.

20.4.4 Inspection fees

A member shall pay the applicable inspection fees where an inspection is required:

- a. by the Registrar under article 20.4.1; or
- b. in order to obtain a renewal of the member's annual Member's Authorization due to deficiencies or concerns found during a previous inspection.

20.5 Amendments to Authorizations

20.5.1 Rescinding authorization

The Registrar may rescind a Member's Authorization where the Registrar is satisfied that:

- a. the authorization was issued on the basis of information or representations that were inaccurate, false or misleading; or

- b. the member no longer meets the requirements for issuance of such authorization.

20.5.2 Application to revise authorization

A member may apply to revise his or her Member's Authorization by submitting the following:

- a. a completed application in the form provided by the Registrar, along with any requested documentation;
- b. any other documentation requested by the Registrar; and
- c. the applicable application fees.

20.5.3 Conditions for revision

The Registrar may revise the Member's Authorization provided that the Registrar or, failing the Registrar, the Dental CT Scanner Committee, is satisfied that the member would meet all of the requirements of this by-law for the issuance of a new Member's Authorization with the revisions the member is requesting.

20.6 Facility Permits: General, Application

20.6.1 Facility Permit required

A Facility Permit shall authorize the installation and operation of a dental CT scanner at a specified dental practice location.

20.6.2 One Facility Permit per dental CT scanner

Each Facility Permit shall authorize the installation and operation of one (1) dental CT scanner, and shall specify the following:

- a. whether the permit is for a DA Scanner or a CF scanner; and
- b. that the Facility Permit is subject to immediate cancellation in the event that the member who holds the Facility Permit fails to comply with the written agreement required under article 20.6.6.

20.6.3 Facility Permit issued to authorized member

A Facility Permit shall only be issued to a member who practices at the dental facility for which the permit is issued and has the appropriate Member's Authorization for the type of dental CT scanner to be installed and operated.

20.6.4 Application for Facility Permit

A member may apply for a Facility Permit by submitting the following:

- a. a completed application in the form provided by the Registrar, along with any requested documentation;
- b. any other documentation requested by the Registrar;
- c. the written agreement required under article 20.6.6; and
- d. the applicable application fees.

20.6.5 Application to specify type of Facility Permit

An application for a Facility Permit shall specify whether the application is for a DA scanner or a CF scanner.

20.6.6 Agreement to comply

A member applying for a Facility Permit shall submit a written agreement, in the form provided by the Registrar, to do the following:

- a. to comply fully with the Standard of Practice and this by-law, including the provisions of article 20.8.1 (Duties of Facility Permit holder) and 20.8.2 (Duty to provide information); and
- b. to immediately cease the operation of a dental CT scanner at the dental facility in the event that the Registrar notifies the member that the Registrar has determined, as a result of an inspection or by any other means, that:
 - i. there is a risk of harm to the public should the dental facility continue the operation of a dental CT scanner; or
 - ii. the member is in breach of the terms of the written agreement.

20.6.7 Conditions for Facility Permit

The Registrar may issue a Facility Permit to a member where the Registrar, or failing the Registrar, the Dental CT Scanner Committee, is satisfied on the basis of an inspection that the dental facility is in compliance with the Standard of Practice.

20.7 Facility Permits: Expiry, Renewal, Extension, Revision, Cancellation

20.7.1 Expiry of Facility Permit

A Facility Permit, including one that has been renewed, expires on the 31st day of October following its issuance or renewal.

20.7.2 Renewal application for Facility Permit

At least thirty (30) days prior to the expiry of the permit, a member who holds a Facility Permit may apply for the renewal of the permit by submitting an application in the form provided by the Registrar, along with any requested documentation and paying the

applicable fees.

20.7.3 Additional documentation

In addition to the requirements of 20.7.2, a member requesting the renewal of a Facility Permit shall provide any documentation requested by the Registrar, within 10 days of receiving the request.

20.7.4 Conditions for renewal

The Registrar may renew a member's Facility Permit where the Registrar is satisfied that:

- a. the requirements of articles 20.7.2 and 20.7.3 have been met;
- b. an inspection of the dental facility has taken place within the previous 36 months;
- c. any inspection of the dental facility requested by the Registrar has been completed;
- d. any deficiencies found during any inspection of the dental facility have been rectified; and
- e. there is no reason to believe that the dental facility or the members authorized to prescribe, order or take dental CT scans at the dental facility are not in compliance with the Standard of Practice.

20.7.5 Extension of Facility Permit for inspection

Where additional time is needed to allow for an inspection required by this by-law or where the member requires additional time to rectify any deficiencies found during an inspection or where the member requires additional time to comply with article 20.7.2 or article 20.7.3, the Registrar may, provided the Registrar is satisfied that there is no risk to the public in doing so, extend a member's Facility Permit, including one that has expired, for a period of up to 90 days.

20.7.6 Conditions of extension

The Registrar may make an extension granted under article 20.7.5 subject to any conditions or inspections the Registrar may determine appropriate.

20.7.7 Inspection fees

Where an inspection is required by the Registrar under article 20.7.6, the member shall pay the applicable inspection fees.

20.7.8 Cancellation upon replacement

An existing Facility Permit shall be cancelled where any of the following circumstances occur:

- a. where a new Facility Permit is issued for a dental facility, which is replacing a dental CT scanner that is the subject of an existing Facility Permit;

- b. where the holder of a Facility Permit requests the cancellation of the Facility Permit, either because the dental CT scanner has been moved from the dental facility or for any other reason; or
- c. where the Facility Permit has expired.

20.7.9 Cancellation for non-compliance with written agreement

The Registrar may immediately cancel a Facility Permit where the Registrar determines that the member who holds the Facility Permit is not in compliance with the written agreement required under article 20.6.6.

20.7.10 Cancellation, conditions for non-compliance with standard

The Registrar may cancel, refuse to renew or place conditions on a member's Facility Permit where an inspection indicates that the dental facility, or any member prescribing, ordering or taking dental CT scans at the dental facility, does not meet any requirement of the Standard of Practice.

20.7.11 Reapplication

Where a Facility Permit is cancelled by the Registrar, the former holder of the Facility Permit may apply for the issuance of a new Facility Permit.

20.7.12 Removal of conditions

Where the Registrar places a condition on a Facility Permit, the Registrar may remove the condition on being satisfied that the dental facility and any member who prescribes, orders or takes dental CT scans at the dental facility are in compliance with the Standard of Practice.

20.8 Duties of Facility Permit Holder

20.8.1 Duties of Facility Permit holder

A member who is the holder of a Facility Permit shall comply with the Standard of Practice and shall ensure that each member who prescribes, orders or takes dental CT scans at the dental facility holds an appropriate Member's Authorization to do so and has received on-site training in the safe operation of the dental CT scanner equipment at the dental facility that the member is authorized to use.

20.8.2 Duty to provide information

A member who is the holder of a Facility Permit shall, upon request of the College, provide details of the members who have prescribed, ordered or taken dental CT scans at the dental facility during the preceding twelve (12) months.

20.9 Facility Permit Inspections

20.9.1 Facility subject to inspection

Each dental facility for which a Facility Permit has been issued is subject to inspection at such times as the Registrar may determine.

20.9.2 Inspections for renewal

Where deficiencies were noted during any inspection of a dental facility conducted in the preceding 36 months, the Registrar may require the dental facility to undergo one or more inspections prior to determining whether to renew the Facility Permit.

20.9.3 Inspections fees

Where an inspection is required by the Registrar under article 20.9.2, the member shall submit the applicable inspection fees.

20.10 Revised Facility Permits

20.10.1 Application

A member holding a Facility Permit may apply for a revised Facility Permit by submitting an application in the form provided by the Registrar to:

- a. change the dental practice location referred to in the existing Facility Permit; or
- b. change the installed location of the dental CT scanner in the current dental practice location.

20.10.2 Required documentation

A member may apply for a revised Facility Permit by submitting the following:

- a. a completed application in the form provided by the Registrar, along with any requested documentation;
- b. any other documentation requested by the Registrar;
- c. the written agreement required under article 20.6.6; and
- d. the applicable application fees.

20.10.3 Revised Facility Permit

The Registrar may issue a revised Facility Permit provided that:

- a. the member has submitted all of the information and documentation required by article 20.10.2; and
- b. where requested by the Registrar, the dental facility and the dental CT scanner at

that dental facility have undergone an inspection by an inspector appointed by the Registrar and no evidence of non-compliance with the Standard of Practice was found.

MAG:871344