

*The below Continuing Competence Program for Dental Laboratory Technicians (DLTs) has been excerpted from Section 5 of the [Requirements to Obtain a Dental Laboratory Technician Permit](#) document, which was approved by the NSRDHDTD Board on May 1, 2025.*

## Continuing Competence Program for DLTs

**Individuals practising dental technology are expected to maintain current knowledge and skills.** The public relies on those in regulated health professions to protect them by keeping informed of emerging best practices and advances in their profession. DLTs are required to engage in formalized learning experiences as one way to ensure their continued competence in the profession.

### A. Continuing Competence Cycle and Required Credit Hours (after initial Permit issued)

DLTs are required to obtain **45 credit hours** of continuing competency activities in a 3-year period, also known as their **Continuing Competency Cycle**. These cycles run from Jan 1 to Dec 31 for a three-year period.

For this first cycle, to assist with alignment to a December 31 cycle end date, all individuals who obtain a DLT permit in 2025 will have a cycle start date of **January 1, 2026**. However, any activities completed **after they obtain a DLT permit**, and **prior to Jan 1, 2026**, will count towards your initial cycle. Essentially, you will have over 3 years in your initial CCP cycle for this first cycle only.

### B. Assessing Individual Learning Needs

As part of the Continuing Competency Program (CCP), all DLTs are required to assess their individual learning needs on an ongoing basis and focus their learning activities on these needs. This begins with a clear understanding of one's personal scope of practice – recognizing that while the profession's full scope is outlined in the Regulations, not all DLTs will be trained or competent in every discipline within this scope of practice.

To ensure safe, effective, and ethical practice, each DLT must critically reflect on their current knowledge, skills, and practice environment to identify areas for professional growth. Determining learning needs allows individuals to create a focused 'learning plan' that supports continuing competency, aligns with individual goals, and meets regulatory expectations. This self-assessment is the foundation of the CCP and an essential component of maintaining high standards of care within the profession.

### C. Types of Learning Activities

Learning activities must have significant intellectual or practical content related to the practice of dental technology, overall health, or professional responsibility and ethical obligations.

These learning activities can include things such as:

- Courses – in person or virtual, hands-on or theoretical, related directly or indirectly (for instance, leadership or equity, diversity, and inclusion training) to the delivery of dental technology services. This includes attendance of scientific presentations at conventions or meetings.

- Annual CPR/BLS certification or re-certification, first aid training (including mental health first aid), or WHMIS.
- The development and delivery of educational training outside of your regular employment or contractual obligations.
- Participation in organized study clubs.
- Publishing of technical or research articles in journals, or of books or chapters of books (such as textbooks) related to dental technology.
- Volunteer participation in professional organizations (including on boards, committees, or as a subject matter expert for special projects related to dental technology), for organizations such as the NSRDHDTD or the Canadian Alliance of Dental Technology Regulators (CADTR).
- Enrollment in formal dental technology education in an approved program (in person or distance learning).

Generally, one credit hour will be awarded for every hour of participation or attendance in any of these learning activities.

The NSRDHDTD will establish a committee that reports to the Registrar to oversee and administer the Continuing Competency Program of all three oral health professions it regulates – dental technology, dental hygiene, and denturism. This committee will determine, on an individual basis, the acceptability and credit hour value of any learning activities that require review.

Continuing competency activities completed as a result of a regulatory disciplinary process do not count toward the 45 credit hours.

## D. Record Keeping and Verification

Each DLT is expected to maintain records of the learning activities they have completed. A form will be provided that must be used to document each learning activity. You will be responsible for keeping this paperwork to submit to the regulator in a form approved by the Registrar, and at a time determined by the Registrar.

Documentation for credit hours should include:

- the DLT's name
- date
- presenter's name and qualifications
- topic
- course/presentation description
- length of the presentation **and/or**
- other relevant information if the learning activity is not a course

The NSRDHDTD Registrar or the committee that is established to oversee and administer the Continuing Competency Program reserve the right to review a DLT's CCP records at any time. Provisions may also be established to conduct random auditing of a percentage of regulated individual's records in each cycle.

A mechanism to appeal a decision of the Registrar or a committee related to the CCP will be made available to you.

Falsification of any records or information may be considered professional misconduct and be subject to disciplinary action.

All DLTs are required to maintain their individual CCP records for six years. This means the six years following the date you obtained your initial permit, and after six years has elapsed, for the immediately preceding six years.

## E. Other Considerations

Consideration will be given to other areas of study on an individual basis with proper notification and documentation. It is the DLT's responsibility to receive prior approval for any learning activity that they may question the relevance of before submitting it as part of their CCP record.

You are strongly encouraged to participate in some learning activities each year, spreading the minimum 45 credit hours out over the 3-year cycle period.

Surplus credit hours cannot be carried forward into a subsequent calendar year or CCP cycle.

Failure to meet continuing competency requirements will result in the inability to renew your permit until such time as the requirements are met. (Any applicable reinstatement fees will apply.)

Learning activities used to meet this requirement will only count toward the previous cycle for which there was a deficit, and not the new cycle.

**You do not need to do anything to prove you have met the requirements of a CCP for your initial permit application.** Your 3-year cycle will begin upon issue of your initial permit.