

Cost of Registration and Licensing updated Oct 31, 2023

Application, registration, and licensing fees are provided below.¹ All fees related to applications for registration and licensing are payable by certified cheque, money order, e-transfer, or credit card.

Each CDHNS invoice generated will provide further details on how to make payment using your chosen payment method.

Fees Paid Directly to the CDHNS		
1	<p>Application Fee</p> <p>The non-refundable application fee must accompany the initial application for registration to be considered.</p> <p>Note: As of April 12, 2023 – this fee is waived <i>if</i> (1) you hold a current, unrestricted (full) practising licence in another Canadian jurisdiction <i>and</i> (2) you are in good standing in that jurisdiction. This is done automatically on your application form. This applies to new applications submitted from April 12, 2023, and later, not those already in process.</p>	\$130.00
2	<p>Registration Fee (one-time fee)</p> <p>The registration fee, if required, must be provided prior to approval of registration and licensing.</p> <p>Note: As of April 12, 2023 – this fee is waived <i>if</i> (1) you hold a current, unrestricted (full) practising licence in another Canadian jurisdiction <i>and</i> (2) you are in good standing in that jurisdiction. This is done automatically on your application form. This applies to new applications submitted from April 12, 2023, and later, not those already in process.</p>	\$155.00
3	<p>Practising Licence Fee (all or part of a year); there is no pro-rating of fees.</p> <p>Practising licences expire on October 31 of each year.</p>	<p>Fees vary per year.</p> <p>Nov 1, 2023, to Oct 31, 2024, fees: \$550.00</p> <p>New DH Grads (Goes by the date the application was received):</p> <p>Nov 1, 2023 to May 31, 2024: \$550.00</p> <p>June 1, 2024 to Oct 31, 2024: For all <u>new</u> DH Diploma graduates who have never registered in <u>another province</u> (i.e., first-time registrant): \$275.00</p>
Other Fees		
4	<p>CDHNS Reinstatement Fee (practising, non-practising and provisional)</p>	<p>50% of the licensing fee for the year e.g., for Nov 1, 2023, to Oct 31, 2024, the practising licence reinstatement fee is \$275.00</p>

¹ Prices are subject to change. Please contact the CDHNS directly if you have questions about CDHNS fees.

CDHNS: Cost of Registration and Licensing

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	Please contact CDHNS directly to determine if you are required to pay a reinstatement fee. The reinstatement fee is in addition to any other applicable fees.	Provisional: 50% of the licensing fee <u>at the time of reinstatement.</u>
5	<p>Dental Hygiene Professional Corporation Fee Permit expires Dec 31 of each year. Once you receive your initial professional corporation permit, the deadline to renew annually is November 30. <i>Contact the CDHNS for further details.</i></p>	From Nov 1, 2023: \$150 – initial permit \$80.00 – renewal
6	<p>Requests for Verification of Registration (also called Letters of Good Standing or Letters of Professional Conduct) – if you are applying for registration or renewal in <u>another jurisdiction</u>, you may be required to provide verification of registration from each previous, or current, jurisdiction where you held a practising licence. Requests can be submitted through the Registrant Portal, if you are a current registrant. If you aren't a current registrant, please contact the CDHNS office to request access.</p>	CDHNS Registrants: No charge Individuals <u>not</u> currently on the CDHNS Register: \$15.00

The following costs may also be incurred by applicants during the registration and licensing process. While we have done our best to list these in sequential order, fees may be incurred in a different sequence.

Third-party Fees that the Applicant may incur during the Registration and Licensing Process	
Applying for Registration	
<p>1. Notarization of Documents</p> <p>Applicants are required to provide notarized application and authenticated copies of supporting documentation outlined in the Application for Registration checklist— e.g., NDHCB certificate.</p>	<p>Costs will vary.</p> <p>A Notary public, Commissioner of Oaths, or Lawyer to sign or seal the required documentation.</p> <p><i>Alternatively</i>, original documents may be brought into the CDHNS office in person, where staff will authenticate documents.</p>
<p>2. Transcripts</p> <p>Applicants are responsible for arranging to have the original transcripts sent directly from their educational institution to the CDHNS office.</p> <p>For graduates of Ontario colleges that have closed, contact the Ministry of Training, Colleges and Universities for a transcript. Email address: pcc@ontario.ca</p>	<p>Costs will vary.</p> <p>Consult your educational institution.</p>

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<p>3. Written Exam Eligibility Review Diplomas/degrees completed in dental hygiene outside of Canada or the USA must be assessed by the National Dental Hygiene Certification Board (NDHCB) to determine whether the studies meet the equivalency requirements to take the NDHCB written exam.</p>	<p>\$1035 + applicable tax (as of Jan 1, 2023) NDHCE Application and fee information and eligibility requirements are available on the FDHRC (NDHCB) website. Steps and costs associated with meeting the educational requirements are also outlined on the website.</p>
<p>4. Translation Documents that are not in English or French must be translated. (This applies to documents required by NDHCB and the CDHNS.) Applicants are responsible for having their documents translated by a certified translator and providing a certified official translation of the specified documents. <i>For the CDHNS:</i> If the documents were translated for another organization e.g., NDHCB, we will accept a copy of previously translated documents that meet the criteria stated above and if they are sent directly from that organization.</p>	<p>Costs will vary depending on the volume of the text.</p> <p>Applicants are responsible for having their documents translated by a certified translator.</p>
<p>5. National Dental Hygiene Certification Board Exam (Written) delivered through FDHRC All applicants for registration are required to successfully complete the NDHCB written examination.</p>	<p>\$750 + applicable tax (as of Jan 1, 2023) Costs vary each year and for individuals applying to write a rewrite exam.</p> <p>See FDHRC/NDHCB for further details.</p>
<p>6. Canadian Performance Exam in Dental Hygiene (Clinical Exam) Applicants for registration must have graduated from an accredited dental hygiene program or successfully completed any examinations approved by the Council. If required, this exam is offered across Canada at varying times per year.</p>	<p>Price will vary, depending on the province and the number of exam candidates.</p> <p>The CPEDH exam is administered through the FDHRC/NDHCB.</p> <p>Refer to their website for the next scheduled offering, fees, and related deadlines.</p>
<p>7. Verification of Registration (Letters of Professional Conduct) from other Regulated Jurisdictions Applicants must be in good standing with each dental hygiene regulatory authority they are currently, or were previously, practising dental hygiene and must provide evidence of good character, as outlined in Section 3 (e and f) of the Regulations. To verify this, applicants are responsible for arranging to have CDHNS's Verification of Registration completed (signed and sealed) and sent <i>directly from each jurisdiction</i> where they are currently, or were previously, practicing dental hygiene.</p>	<p>Costs and turnaround times will vary according to the regulatory body.</p>

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<p>8. English Language Proficiency</p> <p>English language proficiency is required for safe and competent dental hygiene practice.</p> <p>If there is no equivalent English proficiency requirement in the jurisdiction where an applicant is currently registered, applicants whose primary language is not English and/or whose program of study was conducted in a language other than English, are required to provide proof of English language competency.</p>	<p>Costs will vary per provider.</p> <p>See the current CDHNS English language requirements document for testing agencies, required scores and contact information.</p>
Applying for a Practising Licence	
<p>1. CPR Certification</p> <p>Applicants and members must be currently certified in CPR (i.e., completed the course less than 12 months ago), to the level approved by Council. The level of CPR certification must include, at a minimum, classroom instruction and practical experience related to:</p> <ul style="list-style-type: none"> • one and two-person rescuer chest compressions for adults, children and infants; • one and two-person rescuer adult, child and infant bag-valve-mask technique and rescue breathing; • relief of choking in adults, children and infants; and • use of an automated external defibrillator (AED). 	<p>Costs will vary based on the course provider and individual instructor.</p> <p>The CDHNS website provides further details on course offerings and evidence required for CPR certification.</p> <p>http://cdhns.ca/index.php/members/cpr-information-courses</p>
<p>2. Professional Liability Insurance (PLI)</p> <p>All registrants who hold a practising licence must have professional liability insurance coverage or similar malpractice protection coverage in the minimum aggregate amount of \$ 2,000,000. This is obtained through the Canadian Dental Hygienists Association (CDHA)*, or may be obtained through another PLI provider, as long as it meets the Council-PLI Policy requirements.</p> <p><i>*Please note:</i> While the CDHA membership renewal year coincides with CDHNS's renewal year (Nov 1 to Oct 31), their liability insurance coverage is effective from Jan 1 to Dec 31 of each year. Individuals applying to obtain a practising licence between Nov 1 to Dec 31 must ensure that they have insurance coverage for those two months.</p>	<p>Costs may change annually and will vary based on the PLI provider.</p> <p>Applicants are required to have coverage in place before being registered.</p> <p>PLI through CDHA: Nov 1, 2023, to Oct 31, 2024, the CDHA fees are \$244 (basic) or \$273 (enhanced).</p> <p>Contact the Canadian Dental Hygienists Association, at 1-800-267-5235 for further details.</p>
<p>3. Jurisprudence Exam</p> <p>All applicants for registration must successfully complete the jurisprudence exam which assesses an applicant's understanding of the legislation, standards</p>	<p>Costs will vary and may change annually.</p> <p>2023 fees for non-CDHA members: \$100 (JP) or \$399.00 (SI)</p>

CDHNS: Cost of Registration and Licensing

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<p>of practice, and other matters relevant to the practice of dental hygiene in Nova Scotia.</p> <p>There are two courses (with exams) that meet these criteria — the <i>Jurisprudence Course (JP) for Nova Scotia</i> or the <i>Self-Initiation (SI) Course for Nova Scotia</i> (exam includes SI and JP exam content). Applicants who successfully complete the SI Course for <u>Nova Scotia</u>, are <u>not</u> required to complete the separate JP exam.</p>	<p>2023 Fees for CDHA members: \$50 (JP) or \$199 (SI)</p> <p>Lower costs may be offered to CDHA student members. Please contact CDHA directly.</p>
<p>4. Eligibility to Work in Canada</p> <p>Any individual who is not a Canadian Citizen must provide proof of valid eligibility to work in Canada as part of the application process, which is managed by Immigration and Citizenship Canada.</p> <p>To learn more about the requirements to work in Canada, visit: https://www.canada.ca/en/services/immigration-citizenship.html</p>	<p>Cost will vary.</p>