

# **Clinical Examination Information Package**

**Candidate Handbook  
July 10 - 14, 2017**

## ABOUT THE COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

The College of Denturists of British Columbia is the licensing and regulatory agency for Denturists in British Columbia. The College is designated as a health professions corporation pursuant to the *Health Professions Act*. Examinations for licensure are offered in accordance with the bylaws of the College, with the Registration Committee responsible for the development and administration of all examinations.

## GENERAL INFORMATION

### Clinical Examination Costs

Complete Denture Examination	\$1,200 + GST
Objectively Structured Clinical Examination	\$800 + GST

### **Please note the following:**

- ❖ Fees must be paid on or before the deadline.
- ❖ Fees must be paid regardless of whether you have received your Theory Examination results.
- ❖ Fees must be paid regardless of whether you have received your Internship Portfolio results.

## REGISTRATION

All candidates must be registered with the College to be eligible to challenge any and all examinations. Additionally, payment must be received on or before the published deadline and **must be made by certified cheque or money order**.

The Registration Committee may invite candidates to attend the Clinical Examinations before the results of the Theory Examinations are known and/or satisfactory completion of the Internship Portfolio is confirmed. Candidates must still pay for the Clinical Examinations. The Committee does this because the Clinical Examinations are only offered once each year. This allows the candidates every opportunity to meet the requirements to challenge the examinations. A candidate's full payment will be returned in the event that the candidate is unsuccessful in either the Theory Examination or the Internship Portfolio requirement.

## **FEE PAYMENT DEADLINE**

The deadline for registering for the 2017 Clinical Examinations is **June 16**. Your payment **MUST** be received on or before this date. Payment must be made by certified cheque or money order. Payment by personal cheque will not be accepted.

## **DECLINING AN INVITATION**

A candidate who is invited to attend an examination of the College must request the permission of the Committee to be excused. Requests to be excused must be in writing and must be received by the fee payment deadline. The Committee has the right to refuse the request. If no request is received, or the request is denied, the opportunity may count as an unsuccessful attempt.

## **CONFIRMATION**

All candidates who meet the requirements and pay the fee will receive written confirmation. Candidates rejected by the Committee will be provided reasons for the decision in writing. A person whose application for registration in the College has been refused by the Registration Committee may request a review from the Health Professions Review Board.

## **PERSONNEL INFORMATION**

**The role of the Examination Coordinator** - The Examination Coordinator acts as a resource to the examination team and candidates. The Examination Coordinator is not an examiner, but facilitates the smooth operation of the examinations. S/he may observe candidates during the entire examinations and may conduct security checks at any time during the examinations.

**The role of the Examination Team** - The examiners are active full Denturists who have been selected to participate in the process of licensure. They are qualified practitioners and professionals.

**The role of VCC staff** - Vancouver Community College (VCC) staff are a resource for the Examination Coordinator and examination team. Candidates should not communicate with the VCC staff. Please discuss any needs with the Examination Coordinator.

**The role of the College staff** – The College staff are a resource for the Examination Coordinator and examination team.

**The role of the Registration Committee** - The Registration Committee is responsible for approving the final scores of the examinations. After the completion of the examinations, there are hundreds of score data points that must be tabulated, assessed and reported to the Committee. The College appreciates that this is a stressful time for candidates and endeavours to complete the analysis as quickly as possible. Please be aware that reporting may take 6 - 8 weeks.

## **BIAS AND FORMAL APPEAL INFORMATION**

All candidates are treated equally.

**Bias or partiality** - In the event that a candidate feels that an issue of bias or the impartiality of the examinations is in question, the issue should be raised immediately with the Examination Coordinator. The situation will be reported to the Registration Committee for consideration in its general review of the examinations.

In the event that you are unsuccessful in this examination, you may request to meet with the Registration Committee. You must put your concerns in writing and forward them to the Committee for consideration. The Committee will review the information and may grant you the opportunity to appear before the Committee. This is not a hearing or an appeal, but an opportunity for the candidate to explain their circumstances to the Committee.

The *Health Professions Act* provides an opportunity for candidates, who are denied registration (unsuccessful in the examinations), to request a review from the Health Professions Review Board.

The examinations you are about to take are not blind examinations. You will be assigned a candidate number. This number is to be used on all products produced during the examinations and any equipment you wish to label. The use of candidate numbers is not meant to shield your identity from examiners. Examiners may see you during the course of the examination and will be present during your case presentation. Examiners will also examine your patient. Candidates will not be present when the patient evaluation is conducted by the examiners.

## SECURITY INFORMATION

### Security Procedures

The College employs a number of security measures to ensure the validity of the examinations. Candidates are not permitted to bring any prefabricated work product, whether it is for your examination patient or any other patient. During the Clinical Examinations, the Coordinator or members of the examination team will search your bags, equipment and other containers.

On the first day of the examination all candidates must provide the denture teeth that will be used for security marking purposes. Please ensure that the carded sets are available.

At the conclusion of each day of the examination, all work must be handed in for security purposes. In the event that a candidate fails to check in his/her work, a failing score will be given to the candidate.

## STERILIZATION INFORMATION

Candidates must have all clinical instrumentation sterilized onsite. It is the candidate's responsibility to ensure that instruments, especially impression trays, are autoclavable.

## GENERAL CANDIDATE INFORMATION

### Identification

Candidates must bring acceptable picture identification with them to the examinations, preferably a driver's license or passport.

### Candidate's Patients

Candidates must bring a patient to the Complete Denture Examination. **Please refer to the 'Confirmation of Patient Suitability' form and the rules for specific requirements and restrictions.**

Patients will be reassigned to other candidates at the start of the examination.

Candidates must also bring a completed Certificate of Oral Health for their patient. Failure to do so will result in the termination of your examination attempt, with a failing score attributed to your record.

## **Equipment and Supplies**

Candidates are required to bring all of the equipment, supplies and instruments they intend to use during the Complete Denture Examination.

### **The following items are available onsite:**

- ❖ Bunsen Burners and tubing
- ❖ Gas Supply
- ❖ Model grinders
- ❖ Lathes (***burs are not provided***)
- ❖ Vibrators
- ❖ Gloves
- ❖ Napkins/bibs (***bib clips are not provided***)
- ❖ Drinking cups
- ❖ Sterilization bags/tape
- ❖ Stone and plaster are generally available. Candidates are strongly advised to bring stone and plaster with working properties they are familiar with.

Please review your procedures carefully and ensure that you bring all equipment and supplies that are required.

## **Additional Instructions**

Wearing of clinical jackets and observation of universal infection control protocols are mandatory requirements.

Stock IMPRESSION trays are limited to 10 trays in total per CANDIDATE.

Nothing prefabricated, THIS INCLUDES USING THE PATIENT'S EXISTING DENTURE, can be used in the process of determining bite registration or any other part of the clinical exam.

Final measurements for anticipated rest in new treatment plans must be handed in with preliminary impressions. THERE WILL BE NO OPPORTUNITY TO CHANGE THE MEASUREMENT ONCE THE IMPRESSIONS ARE HANDED IN.

## **Interacting with Examiners**

All candidates, or any persons acting on behalf of a candidate, are strictly forbidden from contacting any examiner either prior to or after the examination. An examiner cannot discuss any aspects of a candidate's attempt with him/her. **Interference, by a candidate, with the practice of an examiner, will result in the termination of candidate status.**

## **SITE INFORMATION**

### **Examination Location**

Vancouver Community College  
Dental Clinic  
250 West Pender Street  
Vancouver, BC

**Violation of the following WILL result in the termination of your examination attempt, with a failing score attributed to your record.**

- ❖ Candidates may not visit the examination site prior to the examinations.
- ❖ Do not contact the dental clinic. All inquiries must be directed through the College of Denturists of British Columbia.

### **Parking**

There are a variety of parking options located very close to Vancouver Community College. Two examples include

- ❖ Intersection of Cambie Street and Dunsmuir Street, and
- ❖ Intersection of Cambie Street and West Pender Street.

## **COMPLETE DENTURE EXAMINATION**

All candidates are strongly encouraged to work through the criteria. It is the same criteria that the examiners use during the examination. It is critical that each candidate completes the criteria during the Examination, but prior to the case presentation. Please be familiar with it.

Candidates' case presentations must include completed criteria scoring sheets. These will be provided during the examination. The examination team will complete the clinical evaluation at the appointed time. Candidates will not be present during the evaluation. Excessive coaching of patients is not permitted. An uncooperative patient may result in the termination of the evaluation attempt. In that event, the candidate who brought the patient and the candidate treating the patient may have failed the attempt.

All work products will be retained by the examination team at the conclusion of the examinations. **Try-ins must be properly disinfected** and will not be returned. All candidates will be advised of their success by mail at the earliest opportunity. Mounting rings will be returned to candidates, while teeth, models, articulations, indexes and other sundry items will not be returned.

### **Scoring Information**

It is critical that candidates understand the scoring criteria. The College uses a dichotomous scoring regime. In order to obtain a (1), all of the criteria listed in that section must be present. If any one item from the list of criteria is not present, the examiner must score the section as (0).

At the laboratory criteria evaluation stage, a majority examiner system is used. Three examiners independently score the examinable items listed in the laboratory criteria. If the first two examiners both score the criteria as (1) or (0), the candidate will receive that score. If one examiner scores the criteria as (1) and the second examiner scores the same criteria as (0), the third examiner's score for that criteria will be considered, and the candidate will receive the score assigned by a majority (two out of three) of the examiners.

At the clinical criteria evaluation stage, a majority examiner system is also used. Two examiners score each case. If both examiners score a combined mark of less than 65%, the candidate's clinical assessment is unsuccessful. If two examiners give a mark of more than 65%, the candidate's clinical assessment is successful.

If one examiner scores the candidate below 65% and the other scores the candidate above 65%, a third examiner conducts an evaluation using the same clinical criteria. If the third examiner scores above 65%, the candidate is successful. If the third examiner scores below 65%, the candidate is unsuccessful.

Once the examiners have completed their clinical assessment, the candidate must complete their case presentation. This provides an opportunity for candidates to explain problems or issues that may have occurred during the examination. Candidates must present their completed self-evaluation forms to the examiners at this time.



At the conclusion of the case presentation, the examiners will either recommend or not recommend a passing score for the clinical portion of the Complete Denture Examination. Based on the case presentation, an examiner may recommend a passing score even if the examiner has scored the candidate below 65% on the clinical assessment. By the same token, the examiner may not recommend a passing score even if the examiner scored the candidate above 65% on the clinical assessment.

Please be aware that candidates are allotted 5 minutes for their case presentation. Be concise, to the point, and clearly answer any questions that the examiners may ask.

The treatment plan is the one item that may be prepared prior to the start of the Complete Denture Examination and must be handed in as the first item for scoring. It must meet the standards established in the College of Denturists of British Columbia's Standards of Practice.

The patient records must also meet the requirements of section 7.01 of the College of Denturists of British Columbia's bylaws.

### **OBJECTIVELY STRUCTURED CLINICAL EXAMINATION (OSCE)**

The OSCE presents a unique opportunity for the College of Denturists of British Columbia. It has been added to the licensure examinations to primarily address issues related to the provision of partial dentures, overdentures and the soft skills that are critical to the safe practice of Denturism in British Columbia.

The OSCE is a series of stations. Each station presents the candidate with a task. Some of the tasks are broad and obvious. Others are not. Most of the stations are designed around live patient models and the opportunities that they present. Some stations are 'lab' stations in which there is no patient but a specific task to be completed. Candidates will rotate through each station.

An examiner is assigned to each station and scores only that station. The examiner observes the candidate and scores, on a dichotomous basis, whether the candidate successfully completes the objective.

### **General Rules of Conduct**

1. Candidates must pre-register for these examinations. There is no day of examination registration.
2. Candidates must bring at least one piece of identification, which bears both a picture and signature of the candidate.
3. Candidates must sign the Clinical Examination Declaration.
4. No candidate may seek, nor may a candidate offer, assistance to any other candidate during any examination opportunity.
5. Any candidate who endangers a patient, other candidates, examiners or the facilities will be required to leave the premises immediately, thereby forfeiting the examination opportunity.
6. Candidates may not, under any circumstances, contact an examiner prior to or after an examination.

### **Rules for the Clinical Evaluation and OSCE**

1. Where applicable, any rule from the previous section applies to this section.
2. Violation of any universal infection control protocols will result in termination of the examination attempt and will result in a failing grade.
3. Candidates are responsible for their work areas and must leave all areas clean and disinfected.
4. Instruments must be prepared for sterilization on site prior to beginning clinical procedures.
5. Candidates must ensure that their patient is not a dentist, denturist, dental assistant, dental hygienist, or other dental professional, or a former member of any of these professions.
6. Candidates must complete and submit the 'Confirmation of Patient Suitability' form prior to the deadline specified on the form.

7. A patient may be disqualified if, in the opinion of the Registration Committee, the patient has knowledge of the procedures or examination so as to be able to assist a candidate.
8. Candidates will be given 30 minutes prior to the Clinical Evaluation to remove try-ins from models and complete any procedures, excepting intra-oral procedures, as they deem necessary.
9. All wax try-ins must be stabilized and of materials which will withstand clinical evaluation. Examiners will be diligent in quickly evaluating the intra-oral requirements.
10. At the conclusion of the clinical evaluation you will not be advised of your grade. All candidates who complete the clinical criteria will be notified by mail at the earliest available time.
11. At the conclusion of the evaluation, all work products and examination materials will be retained by the examination team and become property of the College of Denturists of British Columbia.
12. All candidates who complete the clinical criteria will receive their mounting rings by mail or courier delivery.
13. The examinations will be completed in five (5) days. You will not be required to process or otherwise finish the dentures.
14. All bags, containers, toolkits, etc., may be searched prior to each day. Candidates are required to complete all components on site without any assistance. Do not bring any previously made materials to the evaluation, including but not limited to final impressions trays, impressions, models, try-ins, dentures and/or articulations. **Possession of any of these or other signs of assistance will result in the termination of the attempt.**
15. The examination team will use a security system to identify components fabricated during the examination. It is important that you do not expose any component to ultraviolet light or other radiation. Missing markers may result in the termination of the attempt.