



COLLEGE OF DENTAL HYGIENISTS OF BRITISH COLUMBIA

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To: Registrants
From: Janelle Snowden, Administrative Manager
Subject: Criteria for Examiners

Thank you for your interest in being an examiner for the CDHBC Clinical Examination.

Please find attached a copy of the current Criteria for Examiners policy. Reproduced below are the criteria as found in the attached policy. This information is required by the Registration Committee to facilitate their process of approving Examiners for the 2015/2016 examination year. Please complete the information as requested, sign and date as indicated and return by email or facsimile to the College office.

Please contact me at (800) 778-8277 or via email at jsnowden@cdhbc.com if you have any questions or concerns.

1. Your relevant experience as follows (summarize and/or attach CV):-

2. I am/have been a dental hygiene clinical instructor at _____

3. I am a Full Registrant, in good standing, with the CDHBC. YES / NO

4. I have practiced clinical dental hygiene within the previous 2 years. YES / NO

5. I have formal or informal experience with assessment and evaluation of entry-level dental hygienists. YES / NO

6. I have previously observed one complete examination session. YES / NO

Signature: _____

Date: _____

COLLEGE OF DENTAL HYGIENISTS OF BRITISH COLUMBIA		DATE CREATED: Sept 99	04-08
POLICIES AND PROCEDURES		DATE REVIEWED: June 09	
		CATEGORY: Registration Committee	
FILE CODE: LPC/10-02.01	COMPUTER FILE NAME: W:\LPC10\0201 Policies\RC\04-08 Criteria For Examiners.doc		
POLICY TITLE: <i>CRITERIA FOR EXAMINERS</i>			
<p>A general call for examiners will be made regularly via <i>ACCESS</i> so that registrants will have an opportunity to become examiners.</p> <p>Individuals responding to the call for examiners will be reviewed and may be approved by the Registration Committee as an examiner for two years from the date of approval if the individual meets all of the following criteria:</p> <ul style="list-style-type: none"> ◆ holds full registration, in good standing, with the College of Dental Hygienists of British Columbia (CDHBC) ◆ has practiced in a clinical dental hygiene setting within the previous two years ◆ has previously observed one complete examination session or is currently a clinical educator in a BC Dental Hygiene program ◆ has formal or informal experience with assessment and evaluation of entry-level dental hygienists ◆ provides written documentation outlining experience <p>Once approved by the Registration Committee, examiners may be reapproved every two years.</p> <p>Individuals responding to the call for examiners may also be interviewed by the Deputy Registrar at the discretion of the Registration Committee.</p> <p>Once approved, all examiners must:</p> <ul style="list-style-type: none"> ◆ sign confidentiality and conflict of interest statements for each examination session they attend ◆ attend the calibration workshop provided by the CDHBC immediately prior to each examination session <p>The ratio of examiners to candidates is a minimum of 3 examiners per 4 candidates.</p> <p>Approved examiners will be advised that the Registration Committee will review evaluation comments received from examiners and candidates following each examination session. The Registration Committee reserves the right to withhold future approval of an examiner on the basis of evaluation comments.</p>			