

## **THANK YOU FOR YOUR INTEREST IN BECOMING AN EXAMINER**

One of the College's primary duties under the Health Professions Act is to set "entry-level" examinations and license dental technicians.

The College must provide, and must be seen to provide, fair examinations that will test skills at an appropriate level and provide applicants with an examination process that is fairly established, administered and marked.

The College bears the full legal responsibility for the integrity of the examination process and for any allegations of unfairness brought on by exam candidates.

A licensure applicant is required to demonstrate that they have been trained in substantially all of the required theoretical and practical competencies *before* they are approved to sit the required examinations. The examination process requires candidates to demonstrate some of these theoretical and practical skills.

### **EXAMINERS**

Examiners are involved in marking practical exams from candidates who sit the dental technician practical examinations in July and August. Some examiners may be involved in the review process, when required.

Examiners advise us that they enjoy their involvement with the College including the pre- and post-examination committee meetings, provision of input to the marking criteria, and the opportunity to assist their regulatory College and new applicants to the profession.

### **THE REGISTRATION COMMITTEE**

The Committee reviews the written marking criteria annually to ensure that the wording is clear for both the applicant and the examiner, that the standards are clearly understood by the examiner, and that the values provided for each criteria are fair. Examiners provide their input to this review.

### **EXAMINATION STANDARDS**

The College has established a list of expected entry-level competencies for dental technicians. (These are available upon request.) These entry-level competencies are a useful benchmark for educational facilities and for the College's examination process.

It is important that the skills tested are set high enough to protect the public and not so low that they will allow practitioners who do not have competent entry-level skills to be licensed.

**The College's established entry-level standards are the basis for exam marking and are distinct from an examiner's personal standards.**

Examiners are required to follow the standards of the College and do not apply their own individual standards in the marking process.

### **HOW CAN I BECOME AN EXAMINER?**

- Examiners must have been a Registered Dental Technician for a minimum of five years in Canada and ideally:
  - ◆ have comprehensive formal training
  - or**
  - ◆ current or past experience supervising (quality control) in a full service capacity for 5 years

(The Committee may also consider recently retired dental technicians who may mark for up to two years after retirement.)

- Submit a completed application form, a brief resume and two letters of reference to the Registrar.
- Attend an informal interview and orientation session at the College office.

The Registration Committee reviews the information provided and approves examiners.

Examiners are approved on a one-year probationary basis, on the basis of the current needs of the College, and the RDT's anticipated ability to work with the College.

Approved examiners are asked to:

- attend pre- and post-examination meetings to discuss the examination process with other examiners and members of the Registration Committee when necessary.
- attend orientation and training sessions provided by the College.
- attend scheduled marking sessions. Marking dates are scheduled for Saturdays during the examination period. Meals are provided.
- provide their services as an examiner for three years.

Examiners must:

- take directions as established by the Registration Committee, with respect to the marking of the criteria
- advise the Registrar if they are aware of the identity of anyone whose case they are marking, or if they have any social, family, or business involvement with any exam candidate, and in that regard,
  - ◆ are asked to sign a conflict of interest document indicating that they will advise the Registrar if they knowingly have any personal or economic interest in the outcome of any candidate's case.

## HOW AM I COMPENSATED AS AN EXAMINER?

Examiners are paid \$35/hr for the time spent marking cases and \$25/hr for attending pre- and post-examination meetings and orientation sessions. They also receive reimbursement for out of pocket expenses in attending meetings that include mileage at current College rates. Income received from the College is reported on a T4A form for income tax purposes.

It is important that applicants are confident that examiners are current active dental technicians independent of any interests that may appear to conflict with the independence of the examination process. The College therefore cannot consider applications from persons who are:\*

- on the Registration Committee
- on the Board
- employed in a dental technician teaching facility
- have been retired for more than two years
- have less than five years recent working experience.

## CONTINUING EDUCATION CREDIT

Examiners involved in marking and pre-/post-examination meetings, on one or more occasions, will receive 2 credits for each year they participate per three-year cycle.

\* exceptions, in some extraordinary circumstances.

## COLLEGE OF DENTAL TECHNICIANS OF BRITISH COLUMBIA

N208 - 5811 Cooney Road  
Richmond, BC V6X 3M1

Phone: 604-278-8324  
Fax: 604-278-8325  
Toll Free: 1-877-666-TECH

**Website: [www.cdt.bc.ca](http://www.cdt.bc.ca)**

Ronald Revell, RDT, Registrar  
[registrar@cdt.bc.ca](mailto:registrar@cdt.bc.ca)

Doris Chan, Deputy Registrar  
[deputy@cdt.bc.ca](mailto:deputy@cdt.bc.ca)

Technical Assistant/ Inspector  
[tech@cdt.bc.ca](mailto:tech@cdt.bc.ca)

Claire Sami, Receptionist/Office Assistant  
[reception@cdt.bc.ca](mailto:reception@cdt.bc.ca)

---

***“IT IS THE DUTY OF  
THIS COLLEGE AT ALL TIMES  
TO SERVE AND PROTECT THE PUBLIC,  
AND TO EXERCISE ITS POWERS  
AND DISCHARGE ITS RESPONSIBILITIES  
UNDER ALL ENACTMENTS  
IN THE PUBLIC INTEREST.”***

---



## COLLEGE OF DENTAL TECHNICIANS OF BRITISH COLUMBIA



## EXAMINERS

June 2008