



The National Dental
Examining Board of Canada
Le Bureau national d'examen
dentaire du Canada

®

Annual Report 2021





SUPPORTING QUALITY DENTAL CARE THROUGH THE EVALUATION OF COMPETENCE.

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Letter from the PRESIDENT AND EXECUTIVE DIRECTOR



Dr. James Richardson
President



Dr. Marie Dagenais
Executive Director
and Registrar

Last year, in this report, we addressed the impacts of the pandemic on our organization. At the time, we did not foresee another year of operations significantly affected by changing restrictions imposed by the COVID-19 response. The impacts of the ongoing pandemic are being felt across the organization. From exam administration to staffing and finances, recovering from this global health crisis will not happen overnight.

The role of the NDEB® is to establish a minimum standard of competence for dentists and dental specialists in Canada and to certify those who meet that minimum standard of competence. This is done through the delivery of fair, valid, and reliable examinations that test the knowledge, skills, and abilities of beginning dental practitioners.

The ability for the NDEB® to administer those examinations throughout the pandemic has by far been one of its greatest challenges and has raised questions about the need for examinations, particularly in times when examinations are not accessible. The NDEB® firmly believes in the need for a third party evaluation of competence for all those entering the profession. There are multiple organizations involved in dentistry in Canada; each organization plays a pivotal role in ensuring quality dental care for the public.

In Canada, health care is managed at the provincial level. As a result, each province and jurisdiction have their own public health and government restrictions in place to curb the spread of COVID-19. In some provinces those restrictions seriously impeded delivery of examinations. In May 2021, after the combined efforts of the NDEB® and other parties, Ontario updated its regulations regarding licensure testing to move dentistry in line with other regulated health professions such as medicine and nursing, allowing examinations for up to 50 people at a time at any stage of the province's reopening plan. This change came just in time to deliver the May 2021 certification examinations to candidates who had experienced multiple cancellations beginning in March 2020.

Administering examinations at significantly reduced capacity has resulted in a backlog of examinees particularly in the Equivalency Process. Operationally, many plans have been implemented to maximize exam delivery and provide opportunities for examinees to test. With these initiatives in place, we are optimistic that wait times for both credential verification and examinations can be reduced.

While it is easy to focus on the negative impacts of the pandemic, there have been many positives that cannot be ignored. Limited access to testing centres for the skills examination brought the idea of an NDEB® test center to reality and construction of the NDECC™ Test Centre was undertaken in 2021 with an expected completion date in early 2022. Despite minor setbacks with construction and furniture, the NDEB® also relocated its offices in 2021. The new office space has been designed to accommodate growing teams and is adjacent to the new test center.

Despite unanticipated roadblocks, the NDEB® continues to make progress in its five-year strategic plan. The review of the Equivalency Process blueprint, one of four identified key result areas, is complete and changes to the Equivalency Process were announced in early 2021. Over the last year, we also developed and implemented a risk management program to assess risks effectively and alter planning accordingly. In this program, financial, operational, and reputational risks are identified and prioritized based on the likelihood and expected impact. In 2021, two primary risks were identified: loss of examination content and lack of examination seats. Concerns about the loss of examination content came to the forefront after the December 2020 AFK™. We continue to work with legal counsel to protect NDEB® intellectual property through copyright and trademark. Additionally, we have engaged a third-party to monitor copyright infringement online. Many activities have been undertaken to increase capacity in all examinations, particularly those delivered electronically.

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The role of the NDEB® is to establish a minimum standard of competence for dentists and dental specialists in Canada and to certify those who meet that minimum standard of competence.

In 2021, the NDEB® welcomed two new Board members from the Commission on Dental Accreditation (CDAC), Dr. Debora Matthews and Dr. James Posluns. Drs. Matthews and Posluns succeed Dr. Nancy Auyeung and Dr. Martin Gillis who represented the CDAC on the NDEB® for three and six years respectively. We appreciate the contributions both Dr. Auyeung and Dr. Gillis made to the NDEB® over their years of service.

Acknowledgement of the achievements made by the NDEB® over this past year, cannot be done without recognizing the contributions of the staff who make it happen. We are fortunate to work with such a dedicated team.

2021 YEAR IN REVIEW



CERTIFIED

714 general dentists

115 dental specialists

Converted examinations to electronic delivery

2



Ahead of the roll-out schedule

Recieved 2722 new applications for participation in examinations



WORKSHOPS

29 question development workshops

Standard Seting Workshops 12



Decreased credential verification time from 12 MONTHS TO 20 WEEKS



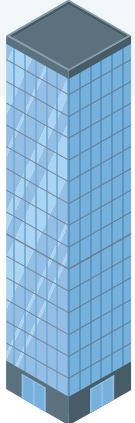
Constructed NDECC™ test center



Launched a new Website



Moved to NEW HEADQUARTERS





Who we are:

STRUCTURE AND LEADERSHIP TEAM

NDEB® Board

The NDEB® Board comprises 12 members, one from each provincial dental regulatory authority and two from the Commission on Dental Accreditation of Canada. There is also a public representative appointed to the Board whose mandate is to represent the interests of the public rather than the profession.

The Board oversees the organization’s mission and strategic direction, financial management, sustainability, and relations with stakeholders.



JIM RICHARDSON
President, British Columbia



DENNIS FUCHS
Past President, Saskatchewan



AMARJIT RIHAL
Vice President/Treasurer, Manitoba



MINTOO BASAHTI
Member, Alberta



RON YARASCAVITCH
Member, Ontario



STEFAN HAAS-JEAN
Member, Quebec



ANDREW ROWE
Member, New Brunswick



TANYA COOK
Member, Nova Scotia



SNEHA ABHYANKAR
Member, Newfoundland and Labrador



ALAN ROBINSON
Member, Prince Edward Island



DEBORA MATTHEWS
Member, CDAC Representative

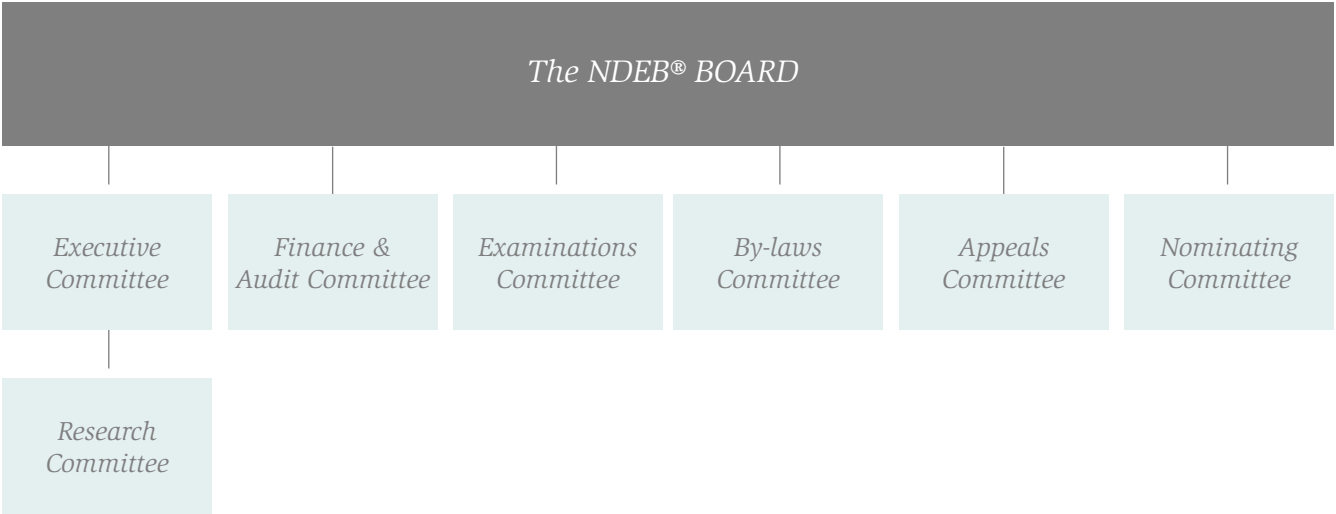


JAMES POSLUNS
Member, CDAC Representative



JAN SHEPPARD KUTCHER
Public Representative

CORPORATE STRUCTURE



EXECUTIVE COMMITTEE

The Executive Committee conducts the business and administrative affairs of the Board in between meetings of the Board. In addition, the Executive Committee is responsible for hearing compassionate appeals.

2021 Membership

- James Richardson, President
- Dennis Fuchs, Past President
- Amarjit Rihal, Vice President/Treasurer
- Sneha Abhyankar
- Stefan Haas-Jean

FINANCE AND AUDIT COMMITTEE

The Finance and Audit Committee oversees the external audit, the financial planning process, and the development and compliance with financial policies and processes.

2021 Membership

- Amarjit Singh Rihal, Chair
- Sneha Abhyankar
- Stefan Haas-Jean
- Jimmy Mui, Independent Member
- Jim Richardson, President

EXAMINATIONS COMMITTEE

The Examinations Committee is responsible for making recommendations that will provide for the conducting of examinations in a fair and equitable manner for all concerned.

2021 Membership

- Stefan Haas-Jean, Chair
- Jim Lai, Vice Chair
- Dennis Fuchs
- Cristina Ionescu
- Pierre Eric Landry
- Robert Love
- Doug Mackey
- Natalie Morin
- Steve Patterson
- Lise Payant
- Jan Shepard Kutcher, Public Representative

APPEALS COMMITTEE

The role of the Appeals Committee is to verify that the evaluation of a participant's ACS™ is reasonable and performed in accordance with the established grading criteria, and to hear appeals of the Examinations Committee's decisions regarding misconduct.

2021 Membership

- | | |
|----------------------------|--------------------|
| • Craig Meyers, Chair | • Chris Kiazky |
| • Tana Derrett, Vice Chair | • Cathy McGregor |
| • Cynthia Andrews | • Bruce Neuman |
| • Nancy Auyeung | • Trenna Reeve |
| • Chris Baker | • Dave Scott |
| • Chantal Bellevance | • Kiranpal Sroay |
| • Tony Bloom | • Cliff Swanlund |
| • Marcia Boyd | • Ed Underwood |
| • Jacques Brouillet | • Murray White |
| • Gorman Doyle | • Brian Wong |
| • Jean Gauthier | • Doug Woo |
| • Erik Hutton | • Ron Yarascavitch |
| • Cristina Ionescu | |

BY-LAWS COMMITTEE

The By-laws Committee is responsible for reviewing the By-laws and recommending to the Board changes for implementation.

2021 Membership

- Sneha Abhyankar, Chair
- Minto Basahti
- Ron Yarascavitch

NOMINATING COMMITTEE

The Nominating Committee assists the Board by identifying and nominating persons to serve on the standing committees and any ad hoc committees consistent with the Board's By-laws.

2021 Membership

- Dennis Fuchs, Chair
- Jim Richardson

RESEARCH COMMITTEE

The Research Committee identifies research with respect to learning and teaching that advances assessment in dentistry and provides advice to the Board on potential areas of research.

2021 Membership

- James Richardson, Chair
- Ernie Lam, Vice Chair
- Brian Hess
- Yves Lafortune
- Robert Loney

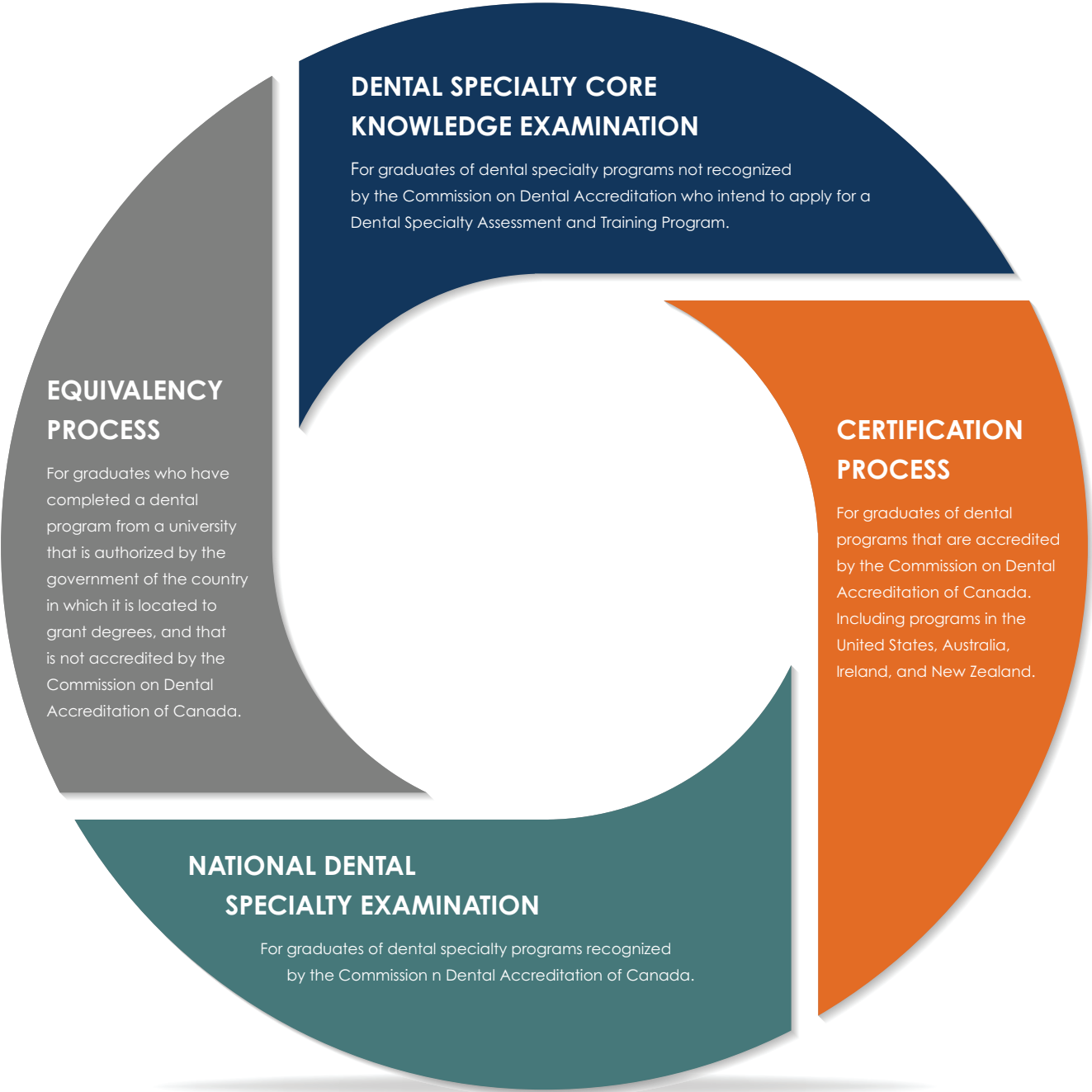
LEADERSHIP TEAM

- Marie Dagenais, Executive Director and Registrar
- Christine Desbiens, Manager Human Resources
- Karen Frost, Manager IMIT and Examinations
- Caroline Nguyen, Director of Examinations
- Jenny Paterson, Chief Financial Officer
- Kim Phillips, Manager Communications and Program Services
- Rachel Pyka, Manager Credential Verification and Legal
- Sarah Rennie, Manager ACS™ and NDECC™

Our Role IN THE PROFESSION

The NDEB® works with other organizations in the field of dentistry to ensure the highest standard of oral health care for Canadians.

The NDEB® develops and administers four different examination processes to ensure that each individual who applies for licensure as a dentist in Canada has met the minimum standard of competence.



Going Digital

When the NDEB® set its sights on transitioning to electronic delivery of examinations, it developed a roll-out schedule that had all paper-based examinations converted to electronic delivery by 2024.

The rationale for moving to electronic delivery was multi-faceted. Not only would moving to a digital platform provide additional ways to present examination content, but it also had the potential to allow for examination development and marking to take place remotely. Using electronic testing centers would also allow for greater examinee access, more efficient examination delivery and increased administration security.

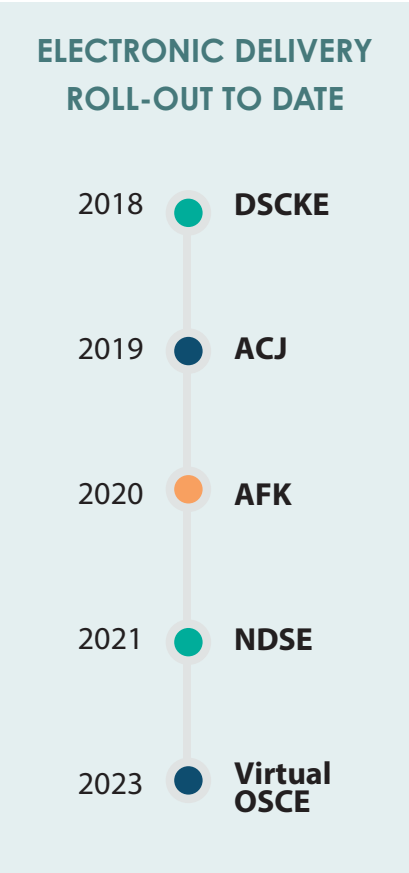
Unfortunately, original expectations have not yet been met. A significant technical issue impacting a large portion of test takers in pop-up test sites highlighted instabilities in the third-party's ability to manage the load generated by hundreds of test takers launching the exam at the same time. To mitigate the risk of this reoccurring, the NDEB® temporarily stopped using event sites and non-standard test sites. With this change came a reduction in seats for test takers. During year two of the pandemic, seat numbers at all standard sites have been further reduced.

The NDEB® has identified administration capacity as part of its ongoing risk analysis. While electronic testing centres provide more location options, the number of seats at each centre is limited. This has led to postponing the implementation of the Virtual OSCE®.

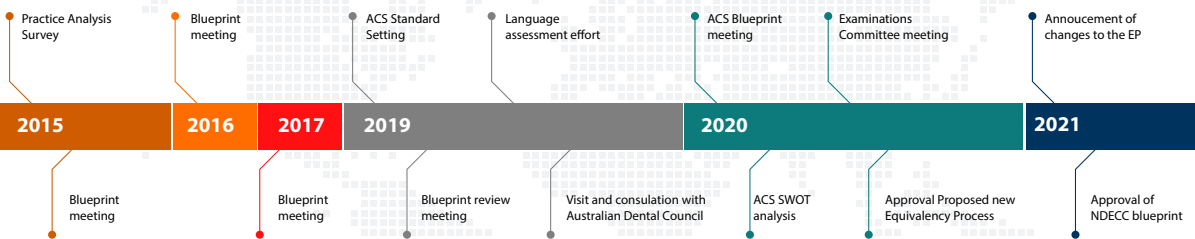
To run the Virtual OSCE® in the Canadian cities where there are Faculties of Dentistry, "pop-up sites" must be used. The opportunity to set up these sites has not been made available during the pandemic. Due to the previous technical issues experienced with pop-up sites, the NDEB® needs to perform robust testing to alleviate the potential for technical issues ahead of the administration. For this reason, the implementation of the Virtual OSCE® will not take place in 2022.

Our third-party provider, the largest in Canada, has just over 400 permanent seats available to the NDEB®. It has been determined that other electronic delivery options must be investigated if testing capacity is to be increased to accommodate the volume of test takers and fully eliminate the paper-based examinations. In the meantime, to accommodate more test-takers, the NDEB® has committed to running the AFK™ both electronically and in paper format until it can return to its pre-pandemic testing capacity.

Despite delays in the implementation of the Virtual OSCE®, the NDEB® still hopes to complete its transition to electronic delivery in 2023, one year earlier than anticipated.



Equivalency Process Blueprint Review



As part of its five-year strategic plan, the NDEB® undertook a review of the Equivalency Process blueprint to ensure fairness and job relatedness.

Since 2011, graduates of non-accredited dental programs have been required to complete the NDEB® Equivalency Process or a two-year Degree Completion Program prior to being eligible to participate in the Certification Process.

As part of an ongoing process to ensure the fairness, job relatedness, and defensibility of its examinations, the NDEB® conducted an analysis of general dentistry practice in Canada. During this process, knowledge, skills, and abilities (KSAs) required for initial licensure as a general dentist in Canada were developed by subject matter experts from key stakeholder groups. All Canadian registered dentists were then asked to rate the importance and frequency of the KSAs in their practice through an online survey.

Using the results of the practice analysis, a group representing various

stakeholders identified the most appropriate examinations to evaluate the various KSAs and used importance and frequency data from the KSA survey to determine the number of questions in the blueprints for the Virtual OSCE®, Assessment of Fundamental Knowledge (AFK™), Assessment of Clinical Judgement (ACJ™) and Assessment of Clinical Skills (ACST™). During this process, the blueprints for the AFK™ and ACJ™ were confirmed and the NDEB® turned its attention to the ACST™.

A standard setting workshop was then held to establish a recommended level of performance for the ACST™ by which examinees could indicate their competency to proceed with the next phase in the licensure process. A total of 21 subject matter experts participated in the standard setting workshop. The panelists were selected for this process to represent different Canadian provinces, roles, and levels of experience. Specifically, panelists represented experienced dentists, recently licensed dentists, dental faculty, regulatory authorities, and graduates of non-accredited dental programs. The panelists agreed on a standard that would meet the intent of the expected profile and could be easily communicated to stakeholders,

and that would be equivalent to the performance of a graduate of a Canadian dental school.

The next step in the review process was a SWOT analysis of the current ACST™. The SWOT analysis identified components of the current ACST™ that should be maintained and opportunities for improvement. The exercise showed that there were many significant advantages for examinees and for the NDEB® to moving to a small testing facility onsite as opposed to two examinations per year using university clinics.

The result of the blueprint review process is the replacement of the ACST™ with a new skills examination, the National Dental Examination of Clinical Competence™ (NDECC™).

The NDECC™ will include a clinical skills component similar to that of the ACST™, and a new situational judgement component. The addition of the situational judgement component will allow testing of competencies that are challenging to test in the existing examination format and not currently tested in other examinations in the Equivalency Process. The blueprint for the NDECC™ was approved by the Board in October 2021.

Engaging with Stakeholders

Ongoing communication and collaboration with our stakeholders are essential particularly during this time of unpredictability.

Given the uncertainty the pandemic has created over the last year, ongoing dialogue with stakeholders has been increasingly important. Over this last year, our communications have focused largely on exam delivery and addressing the challenges associated with reduced testing capacity and exam cancellations.

In the last year, the NDEB® has seen increased inquiries from members of parliament, provincial and federal government departments, organizations representing internationally trained dentists, and other health-related organizations, primarily from Ontario. Each group has echoed the same concerns: opportunities to test and transparency. The NDEB® has engaged in dialogue with each of these groups to discuss issues of mutual concern related to the number of seats available, the length of time needed to complete processes, and how we communicate with examinees. Ongoing public health recommendations and government restrictions have not only resulted in changes to exam delivery, but increased anxiety and uncertainty among examinees about their ability to test. Learning from experiences of the past two years, new strategies for communicating changes to exam delivery have been implemented with the aim of providing more empathetic and timely information.

Throughout the year, we have been working with the Canadian Dental Regulatory Authorities Federation (CDRAF) and the Royal College of Dentists of Canada (RCDC) on the future of the national certification examination for specialists.

The NDEB® assumed responsibility for the National Dental Specialty Examination (NDSE) in 2019. After two years, it was determined that it was not feasible for the NDEB® to maintain its current role in the examination process and conveyed this to CDRAF in the fall of 2021. We believe in the importance of a national examination of competence for dental specialists and are committed to working along side other organizations to ensure the maintenance of an examination. Conversations regarding the future of the NDSE are ongoing and the NDEB® is committed to developing, administering and grading the 2022 examination. The NDEB® is also working with the RCDC toward a proposal for the administration of the NDSE after 2022.

After a year of work, the NDEB® was excited to launch its new website in July of 2021. The new site architecture and esthetics were built with user experience and feedback in mind. The site includes tools to help examinees quickly find the information they need, such as a robust FAQ section, interactive entry-to-practice selection tool, and online form submissions. The new National Register remains available to all Dental Regulatory Authorities and includes enhancements that make finding certification information simple and user friendly.

With most in person meetings and events on hold, the NDEB® participated in many virtual discussions with stakeholders and was fortunate to be able to hold an in-person evaluation session for the June 2021 Assessment of Clinical Skills (ACST™). This was particularly important as it meant results could be released to examinees within a reasonable timeframe. Later in the year, the NDEB® Board, Chief Examiners, and representatives from other dental organizations had the opportunity to meet face-to-face for the NDEB® Annual Meeting in Ottawa.

Examinations:

GENERAL DENTISTRY

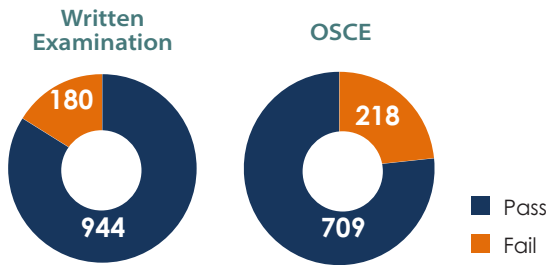


Certification Process

To become a licensed dentist in Canada, graduates of accredited dental programs must successfully complete the NDEB® Certification Process. On successful completion of the Certification Process an individual is eligible to apply for licensure as a dentist in Canada.

The Certification Process comprises two examinations, the Written Examination a single answer multiple choice examination consisting of 300 questions, and the OSCE an examination consisting of single answer and multi-answer multiple choice style questions and constructed response based on case histories, charts, photographs and radiographs. Previously a bell ring examination where examinees moved from station to station to answer questions using shared artifacts such as typodonts and models, during the pandemic, the NDEB® changed the format of the OSCE to a booklet format to minimize shared materials and candidate movement in the examination room. The OSCE in its new format was subject of a standard setting to establish a new pass mark. All panelists in the standard setting assessed the level of difficulty of each question using the case histories, charts, photographs and radiographs provided to the candidates.

2021 Certification Process Statistics



Applications

In 2021 the NDEB® saw a slight increase in applications to the Certification Process over previous years.

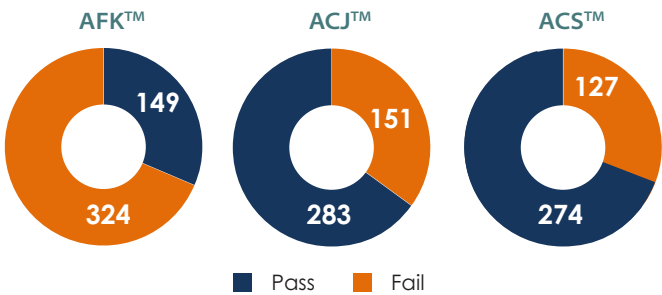


Note: This does not include individuals who were transferred to the Certification Process after successful completion of the Equivalency Process.

Equivalency Process

Graduates of general dentistry programs not accredited by the Commission on Dental Accreditation of Canada are required to complete the Equivalency Process prior to being eligible for the Certification Process.

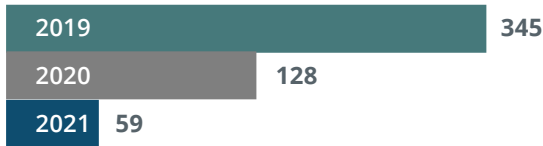
The Equivalency Process comprises three examinations the AFK™, ACJ™, and ACS™. Each examination can be taken a maximum of three times. In 2021, the NDEB® announced a number of changes to the Equivalency Process as a result of an extensive review. These changes included changes to result reporting and eligibility.



2021 Equivalency Process Statistics

Each year, individuals who have successfully completed the Equivalency Process are transferred to the Certification Process. In 2020 and 2021, the number of individuals who successfully completed the Equivalency Process decreased significantly. This is primarily due to the cancellation of the ACS™ in 2020, reduced number of examinees due to physical distancing requirements in 2021, and limited access to Faculty of Dentistry clinics. The establishment of the NDECC™ will provide more autonomy to the NDEB®.

Transfers to the Certification Process



Equivalency Process Applications

In 2021, the NDEB® received applications from individuals from 72 different countries. As in previous years, India, Iran, and Pakistan continue to be the main countries of education for applicants.

We have seen a small decline in the number of applicants to the Equivalency Process over the last two years. This may be a result of a number of factors including limited mobility due to the pandemic.

The map below illustrates the distribution of Equivalency Process applicants for the last year. Centers with under 20 applicants are not shown.



2019
Applications received:
1827

2020
Applications received:
1619

2021
Applications received:
1585



Examinations : DENTAL SPECIALISTS

National Dental Specialty Examination (NDSE)

The NDSE is the examination required for registration as a dental specialist in Canada. Graduates of Canadian and American dental specialty programs are eligible to take the examination. The NDSE is offered in the nine recognized dental specialties in Canada.

The NDEB® assumed responsibility for the NDSE in 2020 and has since administered two examinations in June 2020 and June 2021. In 2021, the examination was administered electronically at third-party test centres across Canada and the United States.

NDSE Statistics 2021

	Number of Participants	% Pass
Dental public health	--	--
Endodontics	16	75
Oral medicine	--	--
Oral and maxillofacial radiology	--	--
Oral and maxillofacial surgery	16	81
Orthodontics	39	77
Pediatric dentistry	36	94
Periodontics	30	73
Prosthodontics	12	75

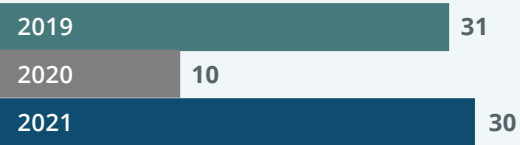
Pass rates for specialties with under 10 examinees are not reported.

Dental Specialty Core Knowledge Examination

Graduates of non-accredited dental specialty programs who would like to obtain registration as a dental specialist in Canada must first complete the DSCKE. The DSCKE is a written examination that tests knowledge common to all dental specialties and is used as an admission tool for the Dental Specialty Assessment and Training Programs. These programs are offered at certain Faculties of Dentistry in Canada. Upon completion of the program the individual is eligible to take the NDSE.

After a significant decrease in 2020, 2021 saw applicants to the DSCKE increase back to average numbers.

Applicants



DSCKE Statistics 2021

	Total test takers	Mean Score
Feb 2021	14	85
Sept 2021	6	85

Unlike other NDEB® examinations, the DSCKE does not have a defined passing score.

Certification

Obtaining certification by the NDEB® means that the individual has met the minimum standard of competence expected of an entry level dental practitioner either in general dentistry or in their designated specialty.

The Dental Regulatory Authorities use the NDEB® certificate as evidence that the individual applying for licensure has met the national standard of competence established by the NDEB® and agreed on by all the provinces.

Certification: General Dentistry

	2019	2020	2021
Graduates of Canadian programs	553	577	550
Graduates of other accredited programs	278	272	141
Individuals who successfully completed the EP	263	246	23

Certification: Dental Specialists (NDSE)

	2020	2021
Graduates of Canadian programs	70	75
Graduates of US programs	45	50

IN 2021
the NDEB® issued
829
certificates

2021

SUMMARY OF FINANCIAL OPERATIONS

The National Dental Examining Board of Canada (NDEB®) operates as a non-profit organization.

NDEB® operations were significantly impacted by the pandemic during fiscal 2020-2021. As a result, revenues were \$4.3 million under budget and \$1.5 million lower than the previous year. Every effort was made to administer exams but federal and provincial restrictions meant that some exams had to be cancelled. Those that were administered were done so within reduced capacity restrictions. Where possible, exams that were cancelled were re-scheduled and administered at later dates.

Expenditures were under budget, in line with the reduced number of exams. Direct costs include expenditures to develop and operate exams, and administrative costs include staffing and other costs required to support the development and delivery of exams.

At the start of the fiscal 2021-2022, capacity limits increased in most provinces and, where possible, additional exam sites were opened to facilitate increased exam seats for candidates.

It is expected that the new NDECC™ test center will allow NDEB® to offer more seats than for the previous ACS™. This exciting initiative will enhance our ability to administer this exam within a controlled and safe environment.

The following summary financial statements include the summary statement of financial position as at June 30, 2021, and the summary statement of operations for the year that ended. These summarized statements are derived from the financial statements of The National Dental Examining Board of Canada.

Summary Statement of Financial Position as of June 30, 2021	2021 (\$)	2020 (\$)
Assets		
Cash	2,105,668	4,335,439
Accounts Receivable	60,220	182,756
Prepaid Expenses	111,712	94,300
Accrued Interest	78,372	81,752
Investments	12,759,573	13,669,604
Capital Assets	1,374,073	411,666
	16,489,618	18,775,517
Liabilities		
Trade and other Operating Liabilities	1,267,095	423,784
Deferred Revenue	486,002	5,548,699
Lease Inducements	125,719	-0
	1,878,816	5,972,483
Net Assets		
Unrestricted	3,890,819	3,934,810
Internally Restricted	10,719,983	8,868,224
	14,610,802	12,803,034
	16,489,618	18,775,517

Summary Statement of Operations: Year ended June 30, 2021	2021 (\$)	2020 (\$)
Revenue		
Application Fees (accredited, non-accredited, DSCKE)	2,112,497	1,958,451
Examination Fees (accredited)	4,577,658	2,442,228
Assessment Fees (non-accredited)	2,083,515	6,549,995
DSCKE Examination Fees	55,125	80,500
Other income	1,418,067	1,082,477
Payment processing fees	(451,863)	(795,658)
	9,794,999	11,317,993
Operating Expenses		
Direct expenses		
Certification (accredited, non-accredited)	95,195	63,824
Examinations (accredited)	1,119,905	1,020,008
Assessments (non-accredited)	1,720,828	3,742,557
DSCKE	8,079	9,958
Other	0	65,000
Administrative expenses	4,894,983	4,634,758
	7,838,990	9,536,105
Internally Restricted	148,241	347,654
	7,987,231	9,883,759
Excess of Revenue over Expense	1,807,768	1,434,234

Notes to the Summary Financial Statements

The summary financial statements do not contain all the disclosures required by Canadian accounting standards for not-for-profit organizations.





The National Dental
Examining Board of Canada
Le Bureau national d'examen
dentaire du Canada ®

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