

Planning Your Continuing Education: A Guide for Dentists

June 2024

Criteria	To make the most of your continuing education experience, please:
Select an activity that meets your needs	<input type="checkbox"/> Assess your learning needs through resources including the PET or RCDSO self-assessment tool. <input type="checkbox"/> Consider the method of delivery as well as the content and select an approach that works best for you. <input type="checkbox"/> Engage in a range of CE activities to stay current in your knowledge, skills and judgment throughout your career. <input type="checkbox"/> Participate in activities that you can use to learn how to incorporate standards of care and the latest scientific evidence and advances in technology into practice.
Attend and participate	<input type="checkbox"/> Attend the full course / complete the activity in its entirety. <input type="checkbox"/> Participate in polls and discussion periods. <input type="checkbox"/> Complete the quiz (as required).
Record the activity in your e-Portfolio	<input type="checkbox"/> Obtain a certificate of completion or other verification document. Go to ePortfolio > ADD New Activity Record Now > Attendance Verification and hover over the icon for examples of acceptable verification documents. <input type="checkbox"/> Enter the activity to your e-Portfolio. Select if you have: <ul style="list-style-type: none"> • uploaded your verification document(s), once your entry to e-Portfolio has been approved per the status field, no other documentation is required by the College to satisfy CE requirements. You may choose to keep your original certificates or attendance records but are not required to do so. • elected to maintain paper copies, you must retain your attendance records for at least 5 years after the end of the CE cycle and provide them to the College when requested for audit of your e-Portfolio.
Apply what you've learned to your practice	<input type="checkbox"/> Review related RCDSO Standards, Guidelines and Advisories to confirm that material presented in the course is consistent with Ontario requirements. <input type="checkbox"/> Recognize that materials and methods presented in the course may include practices that are outside the scope of practice of dentistry as defined in Dentistry Act, 1991, S.O. 1991, c. 24 (ontario.ca) . <input type="checkbox"/> Exercise your professional judgment before applying learning to ensure that you stay within scope and practice according to the RCDSO's Standards, Guidelines and Advisories.