

Dental Assistant

Foreign Credential Recognition, Alternative Careers, and Training Options

Career Development Manitoba

Manitoba 



**Dental
Assistant
Description**

**Licencing
Process for
Dental
Assistants**

**Alternative
Careers**

**Training
Options**

What Roles do Dental Assistants in Canada Perform?



Dental Assistants

[NOC website](#)



Job Duties

- Prepare patients for dental examination and assist the dentist during examinations and dental treatments
- Sterilize and maintain instruments and equipment
- Prepare dental instruments, fillings, compounds and various dental materials
- Take and develop X-rays
- Polish teeth and clinical crowns and apply fluoride and sealant
- Take preliminary impressions for diagnostic casts
- Educate patients concerning oral hygiene
- Perform clerical duties such as prepare invoices, process payments, schedule patient appointments, record dental procedures performed and order dental and office supplies

Dental Assistants

[NOC website](#)



Employment requirements

- Dental assistants require completion of an eight-month to one-year college or other program in dental assistance or completion of secondary school with on-the-job training
- Registration with a regulatory body is required in all provinces except Quebec and Ontario

Becoming Registered and Licensed in Manitoba

To legally practice as a registered dental assistant in Manitoba, you must be registered and licensed by the Manitoba Dental Association (MDA). To do this, you must complete a registration and licensing process that involves these authorities:

- National Dental Assisting Examining Board of Canada (NDAEB)
- Manitoba Dental Association

Step 1:
Credential
Assessment

Step 2:
NDAEB Written
Exam

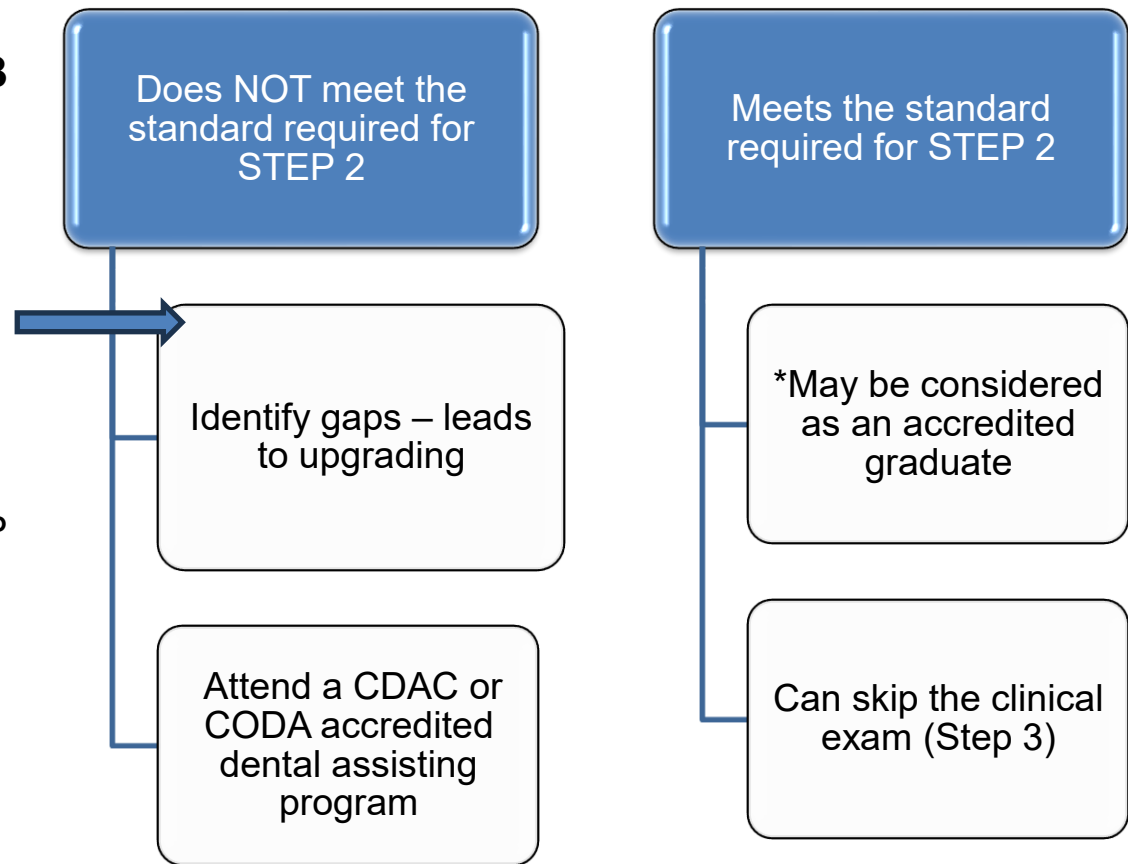
Step 3:
NDAEB Clinical
Practice Evaluation
(CPE)

Step 4:
Important MDA
Registration
Information and
Applications

Process Overview – Graduates of International Non-Accredited Program

Step 1: Credential Assessment through **NDAEB Equivalency** or one the following:

- **International Credential Evaluation Services** – Comprehensive Report
- **International Qualifications Assessment Service** – Basic Certificate
- **World Education Services** – ICAP Course-By-Course Report



Process (continued)

Step 2: NDAEB Written Exam

All Applicants must complete this step

The written exam consists of 200 multiple choice questions

If you complete intra-oral upgrading at a Canadian or USA registered dental assisting program that is accredited by CDAC or CODA, you will not be required to complete Step 3

Process (continued)

Step 3: NDAEB Clinical Practice Evaluation

Only graduates of non-accredited dental assisting programs must complete this step

This is a half-day clinical evaluation that requires applicants to perform 9 intra-oral skills on a mannequin

Step 4: Important MDA Registration Info & Applications

Once NDAEB requirements are completed, apply to the Manitoba Dental Association

Submit application to MDA including: Gov't ID/Immigration status/Proof of education/NDAEB certificate/Passport-type photograph, CPR certification/Fees

Manitoba Dental Association Contacts

General Enquiries



E-mail:

office@manitobadentist.ca

Telephone: 204-988-5300

MDA Office

202 – 1735 Corydon Avenue

Winnipeg, Manitoba R3N 0K4



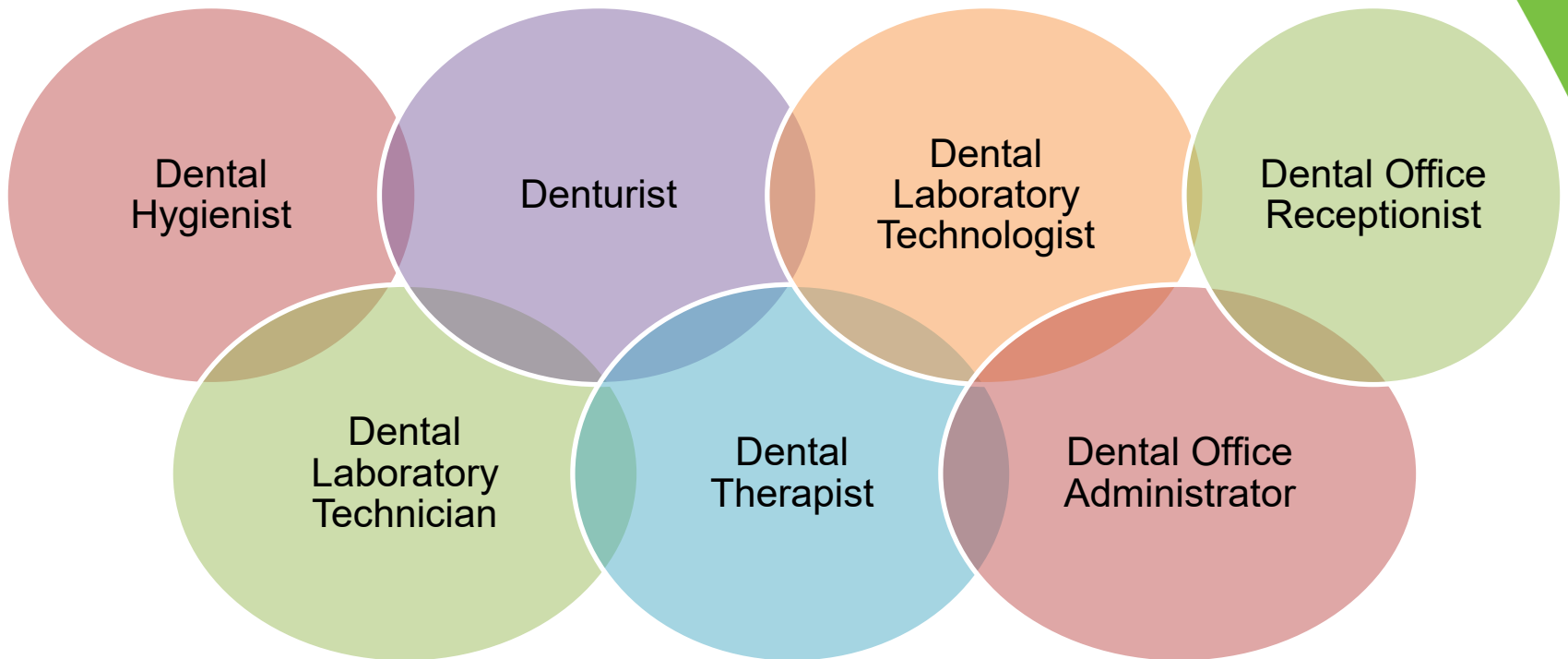
Online: manitobadentist.ca/dental-professionals/dental-assistants

Alternative Careers for Dental Assistants



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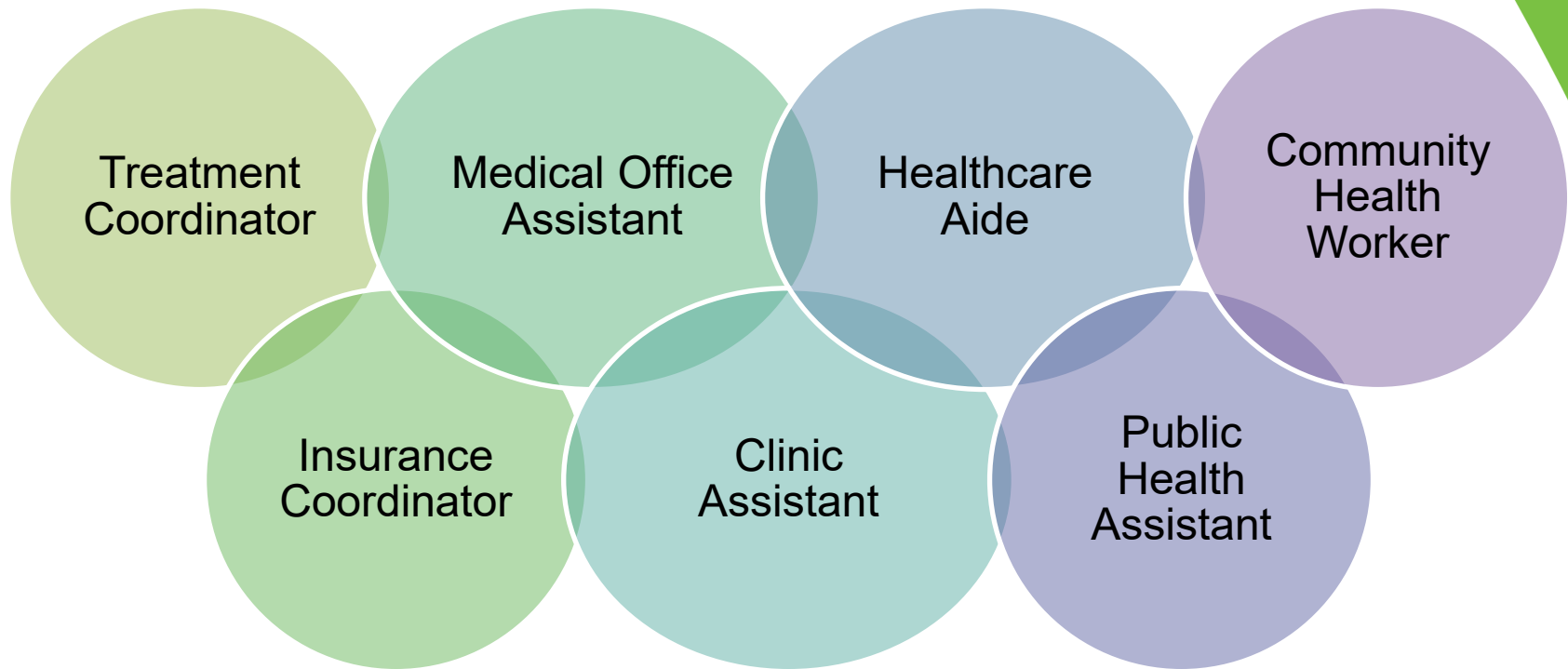
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For more information visit [NOC website](#)

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Healthcare
Administrator

Clinical
Research
Assistant

Health
Educator

Dental
Supply
Company
Representative

Health
Program
Coordinator

Dental
Assisting
Instructor

Oral Health
Promoter

For more information visit [NOC website](#)

Alternative Training Options



Dental Office Administration Certificate – Robertson College

Medical Device Reprocessing Technician Certificate – RRC Polytech

Health Information Management – RRC Polytech

Dietary Aide – RRC Polytech

Medical Office Assistant – RRC Polytech

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Communication for Health Professions – RRC Polytech

Health Care Aide – RRC Polytech

Intra-Oral Dental Assistant – CDI College

Science Laboratory Technology-Quality Assurance – RRC Polytech

Therapeutic Recreation Facilitator for Older Adults – RRC Polytech

Preventive Dentistry Scaling – CDI College

Career Planning Can Help You

Enter the workforce

Plan for education

Deal with changing workplace demands

Anticipate trends or changes

Upgrade or maintain your skills

Develop skills for managing your career

Reflecting on Barriers and Strengths



Setting Short and Long-term Goals

**Set SMART
Goals**
What? When?
How?

**How much time
do you have
to complete
each step?**

**What resources
might you
need?**
Who can help?

Career and Education Plan

Name and Client ID: Yemi Taiwo (12345)

Short Term Goal 1

Financial Analyst

Short Term Goal 2

Accounts Receivable/Payable Supervisor

Long Term Goal

Accountant

Achieving and Maintaining Long-Term Employment

- Maintaining long term employment and Career Management – An ongoing process:
 - a. Continuous learning – develop new skills or refine existing skills
 - b. Professional development – take courses, attend workshops, read, network, volunteer
 - c. Balancing work and life – reflect on values, priorities and life circumstance
- Other: Attend qualifications recognition & networking events at Manitoba Start

Researching Post Secondary Training

- Research education and training options Date: May 28, 2021
- Identify post-secondary institution Date: May 28, 2021
- Verify admissions requirements Date: May 28, 2021
- Research funding options (Employment MB, SEED Recognition Counts, Student Aid, etc.) Date: May 28, 2021
- Other: Connect with CPA Manitoba for regulatory information Date:

Qualification Recognition

- Research your regulated profession or trade Date: Jun 11, 2021
- Contact regulatory body Date: Jun 11, 2021
- Identify necessary requirements (language level, transcript, syllabus, etc.) Date: Jun 11, 2021
- Research Funding Options (Immigrant Access fund, Employment MB, SEED Recognition Counts, MB Student Aid, bursaries, financial institutions, etc.). Date: Jun 11, 2021
- Other: Attend SEED Winnipeg Webinar, register on Manitoba Start website Date: Jun 18, 2021

Skill Development

- Research job specific training (First Aid/CPR, fork lift, security guard license, etc.) Date: May 3, 2021
- Complete ASSESS assessments sent by facilitator/coach; consider computer training Date: May 3, 2021
- Consider volunteering (visit www.volunteermanitoba.ca) Date: May 3, 2021
- Language assessment at WELARC Date: May 10, 2021
- Obtain Driver's license Date: May 28, 2021
- Other: Find volunteer opportunities in accounting and finance such as board treasurer positions Date: May 10, 2021

Job Search Preparation

- Complete Career Development Workshop at Manitoba Start Date: Apr 30, 2021
 - Finalize marketing materials (resume, cover letter, references) Date: May 7, 2021
 - Apply for Security Clearance Checks (criminal record check, child abuse registry, adult abuse registry, immunizations record) Date: May 3, 2021
 - Other: Date: May 3, 2021
- Prepare a list of businesses or target sectors to apply after finalizing resume and cover letter with my career coach

If you require additional information about Foreign Credential Recognition, please contact a Foreign Credential Recognition Navigator at fcr@manitobastart.com

If you are not currently a Manitoba Start client, register with us:

- Call front desk at 204-944-8833
- Visit in person
- Complete our online [registration form](#) to receive career development support.

Good luck with your career planning and work search!