

### 3.3 Accommodation Policy

<b>Date of Approval:</b>	June 1, 2020	<b>Effective Date:</b>	November 1, 2020
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**I. Definitions:**

- “**CADTR**” means the Canadian Alliance of Dental Technology Regulators
- “**DTETPA**” means the Dental Technology Entry to Practice Assessment, which includes two (2) components: the “**KBA**” and the “**PBA**”
- “**KBA**” means the Knowledge-Based Assessment
- “**PBA**” means the Performance-Based Assessment

**II. Scope:**

This policy applies to all candidates that require special accommodation for the DTETPA.

**III. Principles:**

The Canadian Alliance of Dental Technology Regulators (CADTR) is committed to ensuring that all qualified assessment candidates with disabilities are provided with appropriate accommodation while attempting the Dental Technology Entry to Practice Assessment (DTEPA). This policy is written in accordance with the Pan-Canadian Framework for the Assessment and Recognition of Foreign Qualifications principles of fairness, transparency, timeliness and consistency and in consideration with the minimum required standards of approved dental technology programs in Canada.

**IV. Purpose:**

The purpose of this policy and its associated procedures is to provide a clear, fair and transparent approach for assessment candidates requesting testing accommodations due to a disability (physical or mental). CADTR is committed to ensuring that all qualified assessment candidates with disabilities are provided with appropriate accommodation for taking the Dental Technology Entry to Practice Assessment (DTEPA).

**V. Policy:**

A candidate with a documented disability (physical or mental impairment) that substantially limits one or more major life activities (e.g. a visual, orthopedic, speech and hearing impairment, other health/physical impairment, or a specific learning disability), may request testing accommodations. Candidates that require special accommodation must request it in writing **at least 60 days** before the scheduled assessment date.

Candidate’s Written Request:

Candidates requesting testing accommodation must provide a detailed personal statement that describes the type of accommodation needed, along with supporting medical documentations from a qualified health care professional. Specific diagnosis is **not** required information and should **not** be disclosed in the personal statement. Candidates are required

to request accommodation, in writing, at the same time they are applying for the Dental Technology Entry to Practice Assessment.

**Supporting Medical Documentation:**

The qualified health care professional's detailed report or letter must include:

- A description of the candidate's functional limitations due to the diagnosed disability,
- Specific recommendations for testing accommodations, and
- Explanation as to why the candidate needs the requested testing accommodations

All accommodation requests will be reviewed on a base-by-case basis to ensure that candidates seeking accommodation receive fair and equal opportunities to demonstrate the required knowledge, skills and abilities for entry to practice without compromising reliability, validity or security of the assessment materials.

CADTR reserves the right to deny accommodations if the evidence provided is not sufficient enough to warrant the support of an accommodation request, or if CADTR determines that the accommodation is unreasonable or could potentially compromise the validity of the assessment, or result in an unfair advantage.

**VI. Associated Policies, Procedures and Guidelines:**

Non applicable.

**VII. Review:**

This policy is subject to review every three (3) years.

**VIII. Disclaimer**

If there is a discrepancy between these electronic policies and the written copies held by the policy owner, the written copies prevail.