



## DENTAL PROFESSIONAL REGISTRATION RENEWAL CHECKLIST

The following list identifies what supplemental documentation is required for registration renewals.

Additional information pertaining to registration policies and procedures can be found in the applicable *Registration Guidelines* document published by the relevant Statutory Board or Council. Please refer to the Health Council's Health Professional Registration page for links to the Statutory Bodies *Registration Guidelines* documents.

Supplemental documentation **must** be uploaded and attached to your online application, unless otherwise specified below.

Documentation	Notes
Renewal Application Form	<a href="http://cognitofirms.com">Health Professional Registration Renewal Application (cognitofirms.com)</a>
Proof of Eligibility to Work in Bermuda	Bermuda passport copy with stamp, spousal letter, permanent residency card, valid work permit, etc.
Registration Fee Payment	An invoice will be sent by e-mail. Confirmation of Payment must be attached to your application form.
Proof of Identification	Copy of valid passport or birth certificate.
Indemnity or Malpractice Insurance	Letter or certificate from insurer with policy details included.
Name Change Certification Documentation	Where applicable. Only required if name changed and differs on application and supporting documentation. Copy must be <b>notarized</b> .
Marriage Certificate	Where applicable
Continuing Education Units (CEU) Documents	Documents that provide sufficient evidence of completing 30 continuing education hours in your practice area. (ie Certificates of Completion/Participation) Refer to Guidelines.