



MINISTRY OF HEALTH AND WELLNESS

BARBADOS DENTAL COUNCIL
3RD FLOOR, FRANK WALCOTT BUILDING
CULLODEN ROAD, ST MICHAEL
BARBADOS, WEST INDIES



PROCEDURES FOR REGISTRATION

Persons desirous of being registered as dental personnel must submit the following to:-

**The Secretary
Dental Council
Ministry of Health and Wellness
3rd Floor, Frank Walcott Building
Culloden Road, St. Michael
Barbados, West Indies
Tel: (246) 536-3906**

1. Two (2) copies of the standard Registration Form – Unaltered. **This application is valid for six (6) months from the date of receipt by the Council and all supporting documents must be submitted within a six (6) month period from the date of receipt of the initial application.**

2. Two (2) certified (notarized) passport size photos.

NB: The photo may be certified by: (1) Notary Public in actual practice (2) Justice of Peace (3) Attorney/Solicitor (4) Medical/Dental Practitioner (5) Registrar of the Supreme Court

3. A copy of the applicant's degree, certificate or diploma is required. **NB: If the language is not English a certified English Translation must be attached.**

4. A letter of good standing from the licensing body under which you currently practice, dated within six (6) months of the application. If you are a new graduate the letter of good standing must be requested from your respective school/institution. **This letter of good standing is valid for six (6) months ONLY.**

NB: The letter of good standing must be verified with a seal or signature on the flap of the envelope. It must be mailed directly from the relevant licensing body (or institution) to the Secretary of the Dental Council.

5. Two recently dated, within six (6) months, original letters of recommendation. One from a dental professional and one from a personal referee. References may not be authored by family members or spouses. **NB: These references must be verified with a seal or signature on the flap of the envelope. They must be mailed directly from the relevant institution or referee to the Secretary of the Dental Council.**

6. A Police Certificate of Character issued within six (6) months of the application is required. The certificate must be from the jurisdiction where you were resident during the past six (6) months. **This Certificate is valid for six (6) months ONLY.**

7. If English is not your first language, proof of successful completion of the **International English Language Testing System (I.E.L.T.S.)**. **NB: A Grade 7 in each category must be attained.**
8. Proof of successful completion of an independent licensure examination, which includes both clinical and didactic components, is required for all applicants.
9. A candidate whose application meets the requirements of the Council:-
 - (a) may be required to sit a registration examination. The Council will advise you **by invitation** of the necessary arrangements, fees and dates associated with this examination.
 - (b) will be required to submit verification of any medical condition or physical challenge.
 - (c) will be invited to attend an interview on a date determined by the Council. At this time, the applicant will be required to present their original relevant qualifications together with a valid passport, Barbados ID Card or Driver's License as proof of identification.
10. Upon successful completion of the registration process and interview the applicant will be given a registration certificate to be submitted to the Office of the Registrar of the Supreme Court within six (6) months of issue.
11. Please be advised that applicants who are not Citizens of Barbados are required to obtain a Work Permit and/or CARICOM Single Market Status from the Immigration Department of Barbados prior to commencement of employment.
12. It is strongly advised that any special circumstances be brought to the attention of the Dental Council **in writing**. This will determine if any additional conditions may need to be met to facilitate successful registration.

NB: All documents not written in English MUST be accompanied by a certified English translation of all statements written in said document.

All communication with the Council MUST be in writing.

The Council wishes to advise that its powers are derived from the Dental Registration Act, Cap.367 of the Laws of Barbados and rules made thereunder and that all potential applicants should make an effort to familiarize themselves with the statutory requirements by which the Council is guided in the processing of applicants.

A copy of the Dental Act and its supplemental rules & regulations may be purchased from the Government Printery of Barbados, Bay Street, St. Michael.