

Other considerations are:

- A dentist must take professional responsibility for the patient charts.
- Estate trustees of a dentist's estate can act for the deceased dentist for an interim period to allow the sale of a practice. Guidance on this can be obtained from the College.
- The purchase and sale agreement should allow for the selling dentist to have access to the records should it be required for legal reasons.
- A member must notify the College within 30 days of any change in address respecting his or her practice of dentistry.
- Any reference to the previous owner on signs or stationery must be removed within one year of the change in ownership.
- When a dentistry professional corporation is purchased, a name change is required as set out by regulation and the College should be consulted.

Under certain circumstances, an approved practice name of the practice being purchased, as opposed to the corporation name, may continue to be used by the purchasing dentist. If a new practice name is contemplated by the purchasing dentist, it must be approved by the College.

When there is a change in ownership of a dentistry professional corporation, the College must receive notice of the change of shareholders and other required documentation within 10 days of the change of shareholders taking place. Members can obtain further advice on this issue and forms for this purpose on the College's website at www.rcdso.org.

For guidance about the transfer of records, please refer to the College's Practice Advisory on the Release and Transfer of Patient Records.



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