

The Student Membership Fee of \$194

is to be paid in full and provides the student with an ODA membership commencing with the start of their dental school program. This ODA membership is valid for four years at dental school, and a fifth bonus year (first year of practice).

Please Print Clearly

Name: _____
Last First Initial

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Mobile: _____

Email: _____

Language Preference: English French

Date of Birth: _____ Male Female
Day / Month / Year


Dental School: _____ Graduation Year: _____


Current Year of Study: First Second Third Fourth ITD IDAPP

PAYMENT

Enclosed Cheque (Payable to the *Ontario Dental Association*)

OR

 Card Number: _____

 Name on Card: _____

Signature: _____ Expiry: _____

Signature Date



PLEASE REMIT PAYMENT TO: Ontario Dental Association
Attention: Student Services
 4 New Street, Toronto, Ontario M5R 1P6
Fax: 416-922-4244 (Secured Fax Area)
 Tel: 416-922-3900 1-800-387-1393 (within Ontario)
 Email: student_services@oda.ca Website: www.oda.ca

PRIVACY: The information you provide the ODA on your membership application and renewal forms, will be used for the purpose of processing your membership, and for purposes outlined in the *Privacy Statement for ODA Members and ODA Prospective Members*, a copy of which is included on pages 2-3 of this form. The ODA is committed to protecting the privacy of your personal information. Before executing this document, you may wish to review the ODA's privacy policy posted on our website: www.oda.ca. For more information about the ODA's management of personal information, or the ODA's use and disclosure practices, please contact the Chief Privacy Officer or any Member Services Representative at the ODA by calling 1-800-387-1393 or 416-922-3900, or by email at info@oda.ca or by fax 416-922-9005.

Respecting the Collection, Use and Disclosure of Personal Information

Why does the ODA have a Corporate Privacy Policy?

The ODA values your privacy and is committed to protecting your *personal information* with safeguards appropriate to the sensitivity of the information. Our privacy policy puts our current practices into writing, conforms with legislative requirements, and applies to all members' Personal Information, which the ODA possesses and uses to provide you with its many member services.

What do we mean by *Personal Information*?

Personal Information is information that identifies you or helps others identify you, such as your Social Insurance Number, date of birth, home address, ODA membership ID, membership status, and fee guide password. Personal information does not include public information such as your job title, business address or telephone number that is found in publications like telephone or professional directories.

What types of *Personal Information* does the ODA collect?

The ODA collects a variety of information to be able to provide benefits and services to its members. In addition to the information collected on the Membership Application/Renewal form and depending on the category of membership, the ODA may collect some or all of the following information:

Political contacts, retirement date

- Information about income for membership in reduced fee categories and the administration of our Benevolence Program
- Medical information voluntarily provided by you or a third party to support a request for assistance through our Benevolence Program or Extended Health Care (EHC) insurance
- Volunteer and work history, and any other information you may voluntarily provide on your CV, Volunteer Information Form and/or Honours and Awards Nomination Form, such as educational experience, birthplace, references, awards history, family information
- Names of family members covered by the Extended Health Care (EHC) insurance
- Driver's license, evidence of CPR certification, auto insurance, etc. for those applying to participate in the Remote Areas Program

For what purpose(s) does the ODA use the information it collects?

The ODA may use the personal information it collects for purposes such as:

- To send out membership renewal information and process payments
- To provide members with the "Ontario Dentist" (journal) and other information and communications
- To offer and provide benefits, products, services and programs (e.g. CDSPI's Canadian Dental Investment Program, CDA RSP Program, EHC Program) to members
- To contract with dentists to provide services to First Nations through the Remote Areas Program
- To administer the Honours & Awards program
- To conduct member surveys and research
- To track calls for trends and follow-up
- To conduct ODA and Component Society business (e.g. committees, volunteer activities, nominations, elections, meetings, continuing education, research surveys, marketing, lobbying and networking)
- To respond to your inquiries
- To administer the ODA mediation program
- To administer the Clinical Tobacco Intervention Program (CTI)
- To provide members with mailings, broadcast faxing and e-mail services required to conduct ODA business
- To enter into strict contractual agreements with companies for the provision of products, services and programs to members, such as
 - the company that offers the Office Verification Stamp to members
 - companies that support government relations activities
 - the ODA membership database service provider for the purposes of maintaining and testing the ODA membership database
 - the federal government for the purpose of administering the Remote Areas Program, and
 - companies that provide off-site registration for the Annual Spring Meeting
 - professional survey organizations and research companies retained by the ODA under a contractual agreement to conduct surveys such as the annual economic survey, and to poll members on attitudes and opinions
- To require Marketers/Telemarketers to contact members for the express purpose of renewing ODA memberships or recruiting dentists and dental students on behalf of the ODA.
- To communicate with and assist your staff/agents who contact the ODA on your behalf for the purpose of providing you with certain products or services available to ODA members. However, we will not disclose to your staff/agents your personal or confidential information, nor will they be permitted to change your personal information on file at the ODA.

What information does the ODA collect on prospective members?

The information that the ODA maintains on dentists who are not members of the Association is limited to information that is available in the public domain, such as information available to the public from the RCDSO and any other information provided by the prospective member at the time of prior membership application or renewal.

When and to whom does the ODA disclose personal information?

The ODA does not sell any personal information to anyone for any purpose. The ODA does not disclose the personal information it collects to third parties for any purpose, other than the following exceptions:

- The ODA provides the member's practice contact information to members of the public requesting referrals, either over the telephone or through the ODA website's "Find a Dentist" portal, unless the member expressly requests otherwise
- For those dentists expressly requesting to participate in the ODA's listing of placements, locums, employment opportunities for associates and staff, and dental practice purchase and sale opportunities
- Members of the public have access to the ODA website to determine whether a dentist is a member of the ODA, for the purpose of determining eligibility for participation in programs such as the ODA Mediation Program
- The ODA will publish in *Ontario Dentist* and other publications, information about the achievements and activities of ODA member volunteers
- The ODA provides the Canadian Dental Association (CDA) with data on Ontario dentists (who are members of both Associations)
- We also provide demographic information to other dental organizations and regulatory bodies (e.g. RCDSO, CDSPI, Specialty Societies and the Toronto Academy of Dentistry) only for the purpose of conducting association business
- The ODA may disclose your contact information to other ODA members
- We also provide your name, address, volunteer position and specialty to AccertaClaim Servcorp Inc. (Accerta) to provide you with information about the development and progress of Accerta and for the marketing of Accerta
- We provide information relevant to component society business to Component Society Presidents
- To research consultants for the purpose of conducting member opinion surveys
- As part of their privileges, ODA members may request and access the ODA membership list and/or labels in accordance with the ODA Policy on the Distribution of Membership Contact Information

ODA Staff members have access to Personal Information to perform their duties on behalf of members. For instance, credit card information for payment of membership fees is only available to staff who process payments and personal information provided for Extended Health Care (EHC) purposes is only available to staff who manage the EHC program. Home address and telephone information is only used by the ODA to carry out ODA business and only if there is no alternative or if the member has requested that certain types of information or services be directed to their home address.

What if you object to the ODA's collection, use or disclosure of personal information?

We want you to understand the purposes for which we collect, use and disclose personal information and to be sure that we have your consent to continue to collect, use and disclose your personal information for those purposes. The ODA will infer from your decision to renew your membership or to join the ODA, that you consent to the collection, use and disclosure practices described in this statement. You may, subject to legal restrictions required by law, withdraw your consent to the further use or disclosure by ODA for some or all of the purposes identified. It is your responsibility to contact ODA to make any objections, and to determine how an objection to the use and disclosure of personal information might affect the services available to you.

How accurate is the personal information held by the ODA?

The ODA makes every reasonable effort to ensure that the information we maintain is accurate and up to date. Your personal information is subject to change so please advise us of such changes so that we can continue to provide communications and services and generate the statistics that are important in responding to membership concerns.

How secure is your personal information?

The ODA makes every reasonable effort to protect your personal information. The ODA only collects information about changes to your demographic information directly from you or someone authorized by you.

How long does the ODA retain your personal information?

The ODA's policy is to retain personal information only as long as is necessary to fulfil the purposes for which it is collected. Generally, information collected for accounting and financial purposes will be retained for a period of at least 6 years. Data collected regarding each member will be retained indefinitely, as it is the ODA's policy to maintain a historical record of its members. Personal information that is collected for the purpose of administering the ODA Mediation Program will be retained for a period of two (2) years following the conclusion of the mediation, unless there is a reason for retaining the information for a longer period of time.

How do you access the personal information held by ODA?

You may send a written request for access to the attention of the Chief Privacy Officer at 4 New Street, Toronto, Ontario M5R 1P6 or email at info@oda.ca. You may challenge the accuracy and completeness of your personal information and the ODA will amend it where it is demonstrated that an amendment is required.

What if you have a question or concern about the ODA privacy practices?

You may address any questions or concerns relating to this privacy policy or ODA privacy practices to the Chief Privacy Officer, 4 New Street, Toronto, Ontario M5R 1P6 or email at info@oda.ca.

Your email address

The email address you provide to the ODA is used to provide you with general information as well as confidential information such as your password for the ODA website and to inform you about inquiries made by your staff to the ODA on your behalf, etc. Members who share an email address with others accept the risk that confidential information will be accessed by those users.