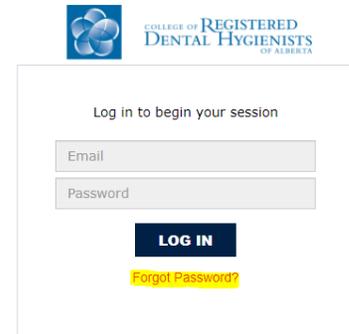


How to Access the Continuing Competence Module & Summary

1. Login to the registrant database (<https://registrants.crdha.ca/>) using your email address and password. *If you've forgotten your password, click "Forgot Password" to reset it.*



COLLEGE OF REGISTERED DENTAL HYGIENISTS OF ALBERTA

Log in to begin your session

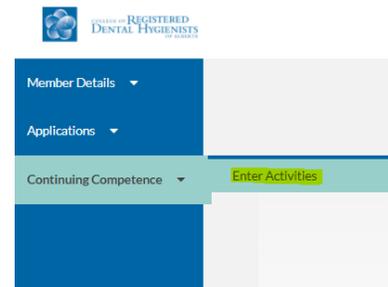
Email

Password

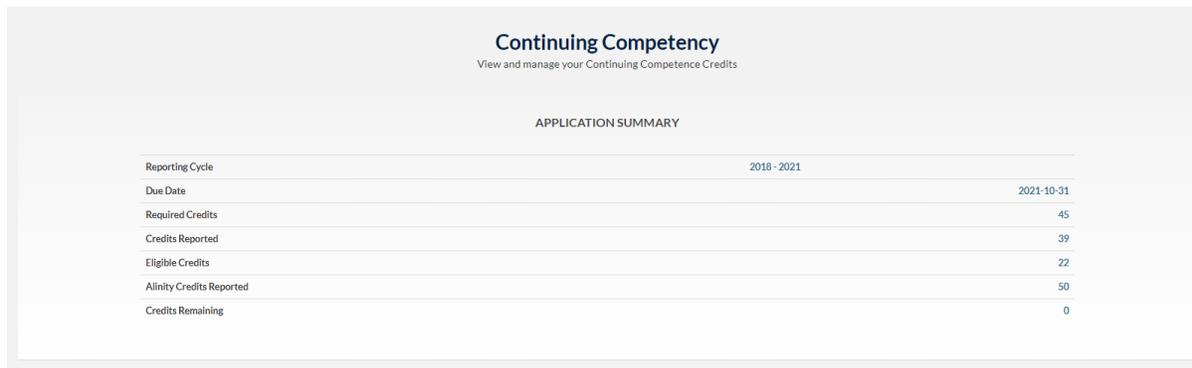
LOG IN

Forgot Password?

2. In the navigation pane to the left-hand side of the screen, hover over the "Continuing Competence" menu and click on "Enter Activities"



3. Once here, you will see a Summary of your Continuing Competency information at the top.



Continuing Competency

View and manage your Continuing Competence Credits

APPLICATION SUMMARY

Reporting Cycle	2018 - 2021
Due Date	2021-10-31
Required Credits	45
Credits Reported	39
Eligible Credits	22
Alinity Credits Reported	50
Credits Remaining	0

What Does the Summary Information Tell Me?

Reporting Cycle: this is your current 3-year reporting cycle. It runs from Nov 1 of the start year, until October 31 of the end year. In the above image, that means that CE credits are counted for activities between November 1, 2018 to October 31, 2021.

Due Date: this is the final date of your reporting cycle. You must submit at least 45 CE credits by this date.

Required Credits: this is the total required credits for CE activities, which is 45 CE credits for all registrants in a 3-year reporting cycle.

Credits Reported: this is the number of credits you have claimed for all activities entered in the system. Since this system is new, the number will start at 0 and increase as you enter activities. Please note that CPR provided during renewal was not linked at the time to this CC module, therefore credits will not be reflected here and will need to be uploaded.

Eligible Credits: this is the number of credits you have claimed that are *eligible* toward your total required credits. For example, in the Limited category of activities only 20 CE credits maximum may count toward your total of 45 CE credits

in your 3-year reporting cycle. You might have entered Limited category activities that add up to 25 CE credits, but only 20 CE credits maximum will be eligible. Please review Section 8 of the [Continuing Competence Program and Rules](#) for more details.

Alinity Credits Reported: this is the total number of credits that were submitted and approved in the *old database* (Alinity) and are counted toward your current reporting cycle. If you are in the 2020-2023 reporting cycle, this number will be 0 as your new reporting cycle began on November 1, 2020.

Credits Remaining: this number subtracts your Eligible Credits from your Required Credits and tells you how many credits you need to complete before the Due Date (i.e., the end of your reporting cycle). Once this number is 0, it will no longer change.