

DENTAL THERAPISTS REGISTRATION BOARD OF NIGERIA (DTRBN)



SENSITIZATION ON THE USE OF PROFESSIONAL PORTAL

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Planning Research & Statistics

In conjunction with ICT Dept.

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Outline

- ▶ Background and Mandate of the Board
- ▶ About Board's Website and Portal
- ▶ Professional Portal
- ▶ Activation of Account (First Time Users)
- ▶ Profile Update
- ▶ License Renewal
- ▶ Verification Portal



Background & Mandates of The Board

The Dental Therapists' Registration Board of Nigeria is a Parastatal of Federal Ministry of Health established by Decree 81 of 25th August 1993 embodied in CAP D7 of LFN 2004 to regulate efficiently the trainings and professional practices of Dental Therapists and its allied Cadres i.e Dental Surgery Technicians and Dental Surgery Assistants.

► Our vision

- Improving and maintaining excellence in the practice of all professions under the Board

► Our Mission

- To regulate the practice of its professionals in the efficient and effective manner that upholds and protects the best Oral Health Care Delivery System in the country.

► Our Core Values

- Integrity * Respect * Professionalism
- Care * Innovation * Drive



OUR MANDATES

The following are our mandates amongst others:

- ▶ To register and issue valid renewable licences to Dental Therapists, Dental Surgery Assistants/Technicians.
- ▶ To determine the standard body of knowledge and skills to be attained by persons seeking to become members of the professions under the regulation of the Board.
- ▶ To inspect and monitor the trainings and practices of our professionals from time to time and as circumstances may permit us.
- ▶ To conduct professional examinations and award certificates to successful candidates.
- ▶ To publish the names of registered professionals and list of accredited training institutions for public knowledge.
- ▶ To organize continuing professional development programmes in order to keep our professionals abreast of latest development in dentistry.
- ▶ To ensure that our professionals operate within the confines of the registration act and comply with the ethics of the professions.



About Board's Website and Portal

The Dental Therapists' Registration Board of Nigeria website was redesigned under the prestigious Registrar/CE Mrs. M.O Ojo with an objective to standardize and regulate the training of dental professionals using technology and web-based system with real time and functional tools in realizing the goals and objectives of the Board.



To this end an introduction of web-base portal was carried out by the PR&S department of the Board in conjunction with ICT department in achieving this task.

The portal was then designed to carryout out 3 major activities:

1. To index students online (online indexing of student)
2. To register for Board's professional examination online
3. To carryout activation and updating of professional profiles.



Professional Portal

The portal is designed to handle all professionals under the purview of the Board, to enable them carry out the following:

- ▶ **Activate account.**
- ▶ **Update profile such as contact, employment status, workplace, academic information etc.**
- ▶ **Check License status.**
- ▶ **Payment for annual renewal of license fee.**
- ▶ **Get latest news of Board activities.**
- ▶ **Live chat for enquiries etc.**



STAGE ONE

ACTIVATION OF ACCOUNT (FIRST TIME USERS)



BOARD PROFESSIONAL PORTAL

Type the link
(<https://portal.dthbn.gov.ng/auth>)
or paste it on your
browser

Then it takes you to
this page to sign in



You can only sign in
if you have activated
your account



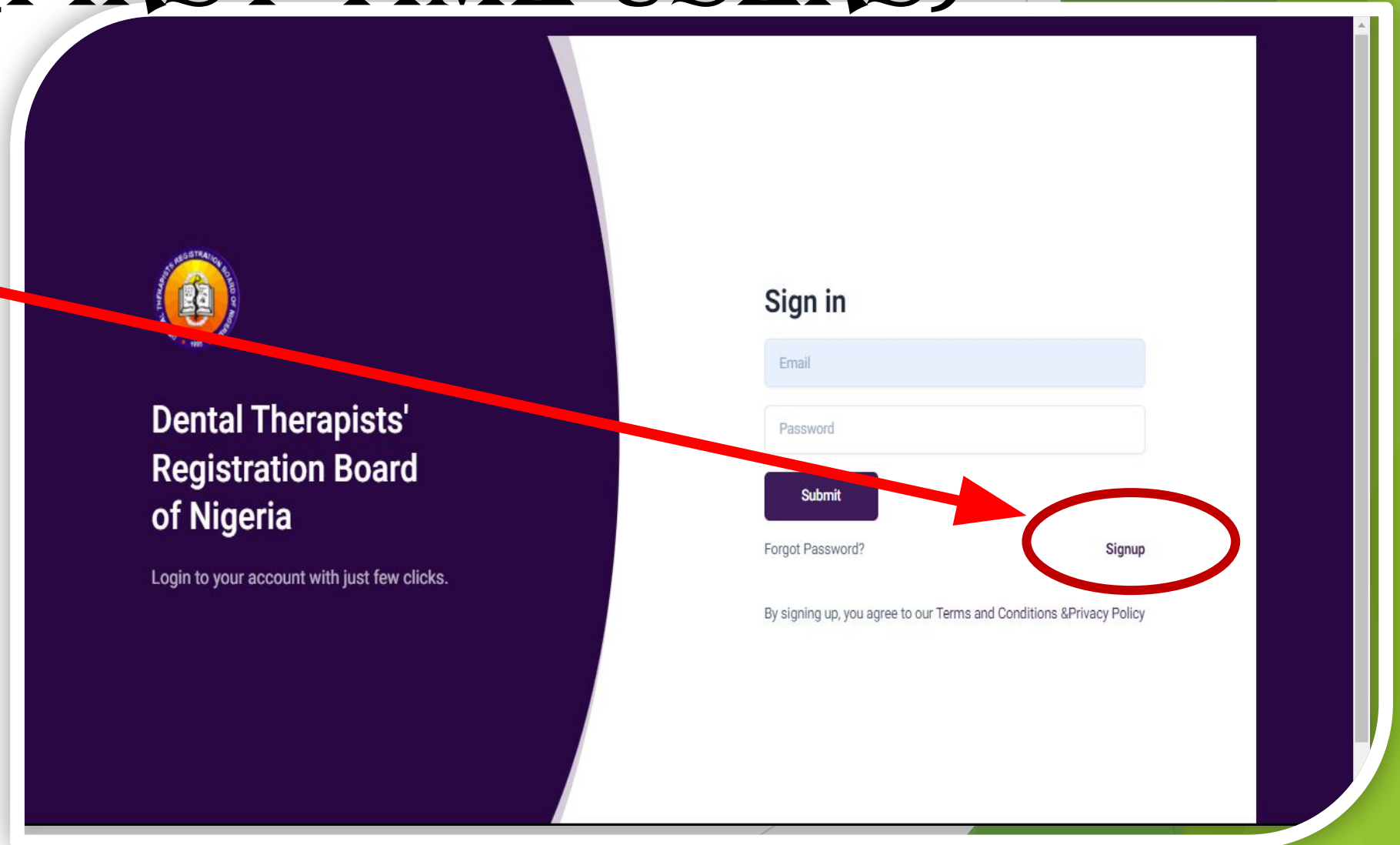
The screenshot shows the login page for the Dental Therapists' Registration Board of Nigeria. On the left, there is a dark purple sidebar with the board's logo and the text 'Dental Therapists' Registration Board of Nigeria' and 'Login to your account with just few clicks.' On the right, there is a white login form with the following elements:

- Sign in** header
- Email
- Password
-
- [Forgot Password?](#) and [Signup](#) links
- Footer text: 'By signing up, you agree to our Terms and Conditions & Privacy Policy'

ACTIVATION OF ACCOUNT (FIRST TIME USERS)

STEP ONE

Click Sign Up



The screenshot displays the website interface for the Dental Therapists' Registration Board of Nigeria. On the left, the board's logo and name are visible. On the right, there is a 'Sign in' section with input fields for 'Email' and 'Password', a 'Submit' button, and a 'Forgot Password?' link. A 'Signup' button is located to the right of the 'Submit' button and is circled in red. A red arrow points from the text 'Click Sign Up' to this 'Signup' button.




ACTIVATION OF ACCOUNT (FIRST TIME USERS)

STEP TWO

Then click
Professional Sign up




**Dental Therapists'
Registration Board
of Nigeria**
Log in to your account with just few clicks.

School Sign up

School Code

School Name

Programme

Email

Phone Number

Password

Confirm Password

Submit

Forgot Password?

Professional Sign Up

By signing up, you agree to our Terms and Conditions & Privacy Policy

ACTIVATION OF ACCOUNT (FIRST TIME USERS)

After clicking On the
professional Sign Up

It will take you here



**Dental Therapists'
Registration Board
of Nigeria**

Login to your account with just few clicks.

Professional Sign Up

[Forgot Password?](#)

[Login](#)



ACTIVATION OF ACCOUNT (FIRST TIME USERS)

STEP THREE

- ❑ Type your Reg. No e.g 56
- ❑ Select cadre, e.g Dental Therapy
- ❑ Your name will appear automatically
- ❑ Type your email
- ❑ Type a new password
- ❑ Type the password again
- ❑ Click submit



Dental Therapists'
Registration Board
of Nigeria

Login to your account with just few clicks.

Professional Sign Up

[Forgot Password?](#)

[Login](#)

By signing up, you agree to our [Terms and Conditions](#) & [Privacy Policy](#)

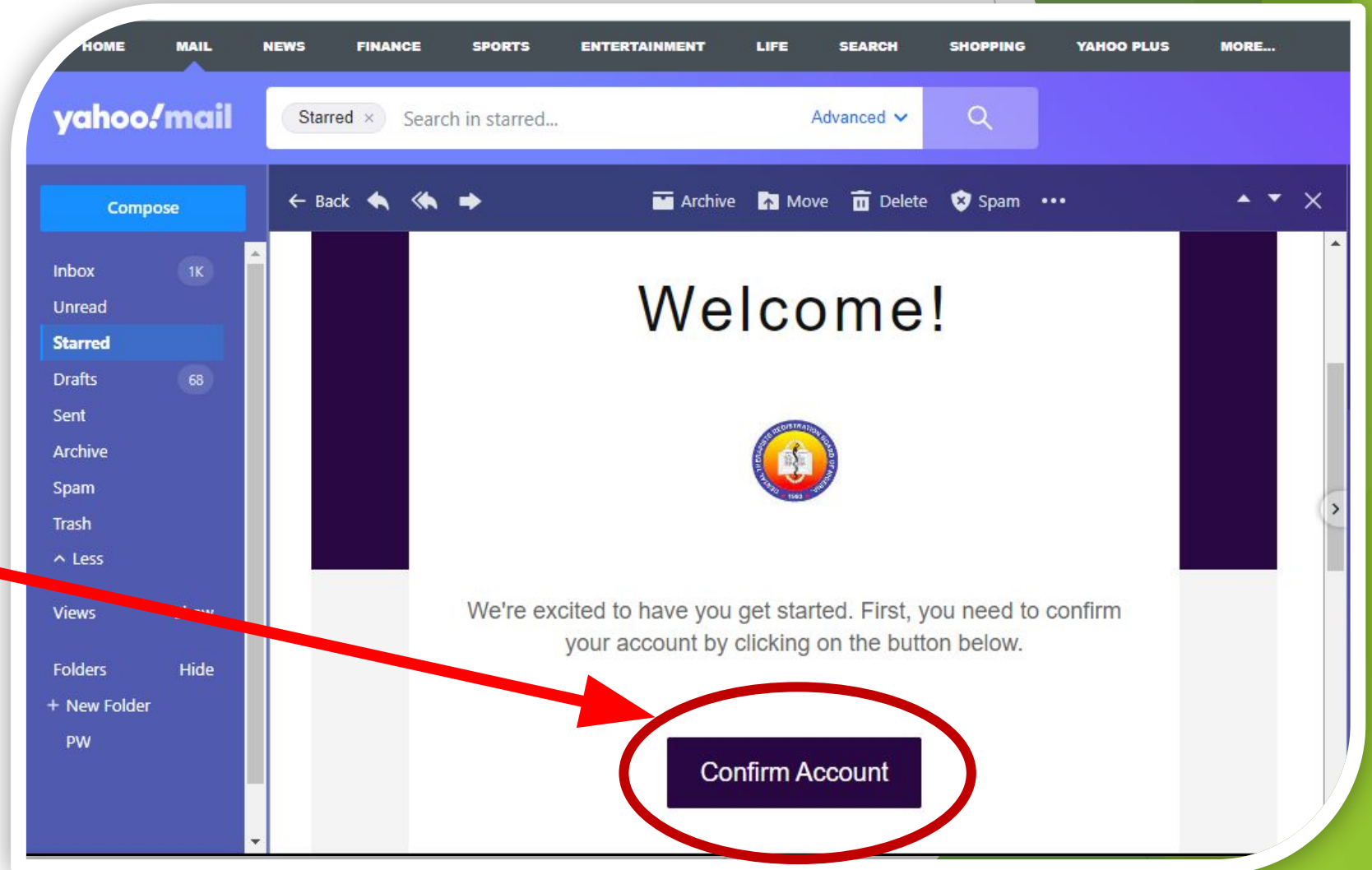


ACTIVATION OF ACCOUNT

STEP FOUR (FIRST TIME USERS)

An activation link will be sent to your email

Click on the Confirmation Button to continue

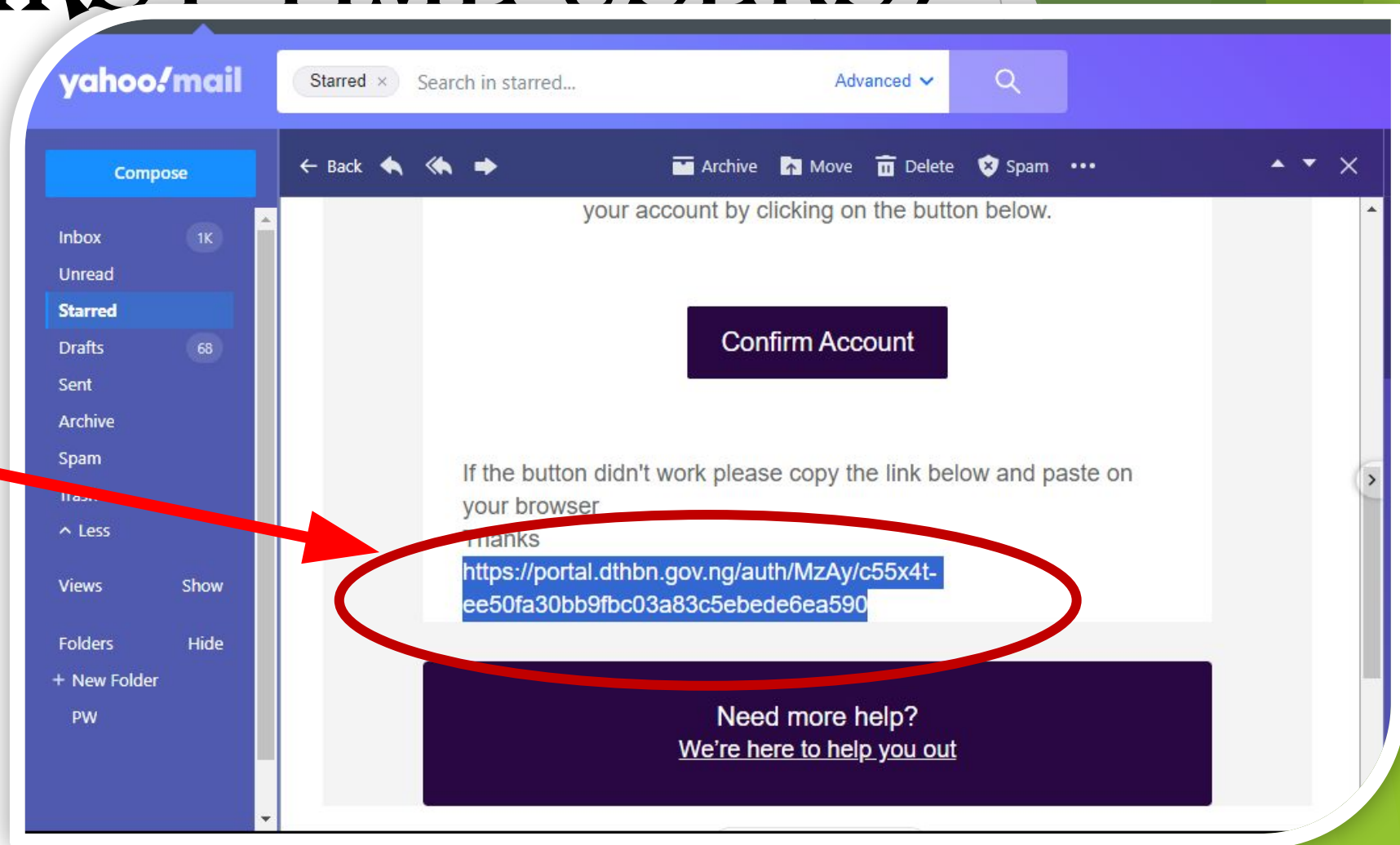


ACTIVATION OF ACCOUNT (FIRST TIME USERS)

STEP FOUR

OR

Select and Copy the link sent to you. then paste on your browser to continue



SIGN IN TO THE PORTAL

STEP FIVE

- ❑ It will takes you to this page to Sign in.
- ❑ You will now sign in with your email and password.
- ❑ Then **UPDATE** your profile immediately to complete activation of your account.



Dental Therapists'
Registration Board
of Nigeria

Login to your account with just few clicks.

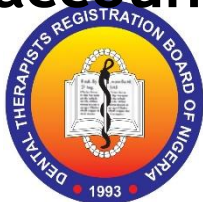
Sign in

Submit

[Forgot Password?](#)

[Signup](#)

By signing up, you agree to our [Terms and Conditions](#) & [Privacy Policy](#)



STAGE TWO

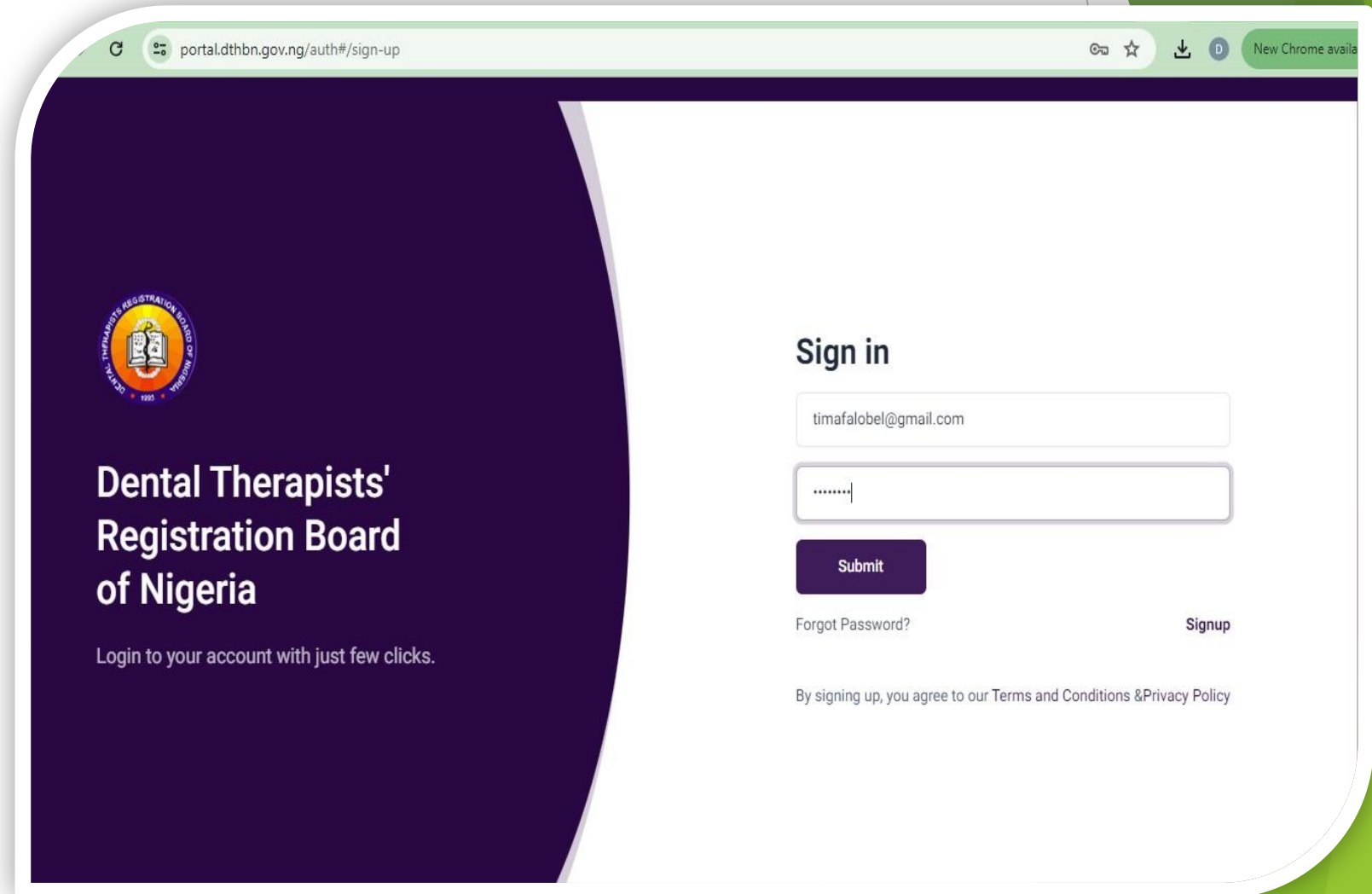
PROFILE UPDATE



TO UPDATE PROFILE

STEP ONE

- ❑ Sign in with your details (email & password)
- ❑ Click Submit



The screenshot shows a web browser window with the URL `portal.dthbn.gov.ng/auth#/sign-up`. The page features a dark purple header with the logo of the Dental Therapists' Registration Board of Nigeria (DTRBN) on the left. The logo is circular with a yellow and orange border, containing a caduceus and the text "DENTAL THERAPISTS' REGISTRATION BOARD OF NIGERIA" and "1993". Below the logo, the text "Dental Therapists' Registration Board of Nigeria" is displayed in white, followed by the tagline "Login to your account with just few clicks." On the right side of the page, there is a "Sign in" section with two input fields: the first contains the email address "timafalobel@gmail.com" and the second contains a masked password ".....". A dark purple "Submit" button is positioned below the password field. To the right of the "Submit" button, there is a link for "Forgot Password?" and a link for "Signup". At the bottom of the sign-in section, a small text line reads "By signing up, you agree to our Terms and Conditions & Privacy Policy".



PROFILE UPDATE

STEP TWO

- ❑ On your Dashboard
- ❑ Click Update Profile



Abdulrafiu Fatima

Dashboard

Renew License

Upcoming Events

Latest News

Update Profile

Logout

General Report

1	3
Total License Renewal	Upcoming Event

Renewal Date	Expiry Date	Status	View License
2024-05-22	2024-12-31	Valid	Click to view



PROFILE UPDATE

STEP THREE

- ❑ On your Profile as shown here.
- ❑ Update every information.
- ❑ Upload your passport photograph
- ❑ Click submit

Abdulrafiu Fatima

Dashboard

Renew License

Upcoming Events

Latest News

Update Profile

Logout

Mrs. Abdulrafiu Fatima

timafalobel@gmail.com

08022222222

Address appears here

Update Profile

Personal Details +

Mrs. Fatima

Middle Name Abdulrafiu



PROFILE UPDATE

- Complete the other information such as Contact, Academics and Work details

Contact Detail +

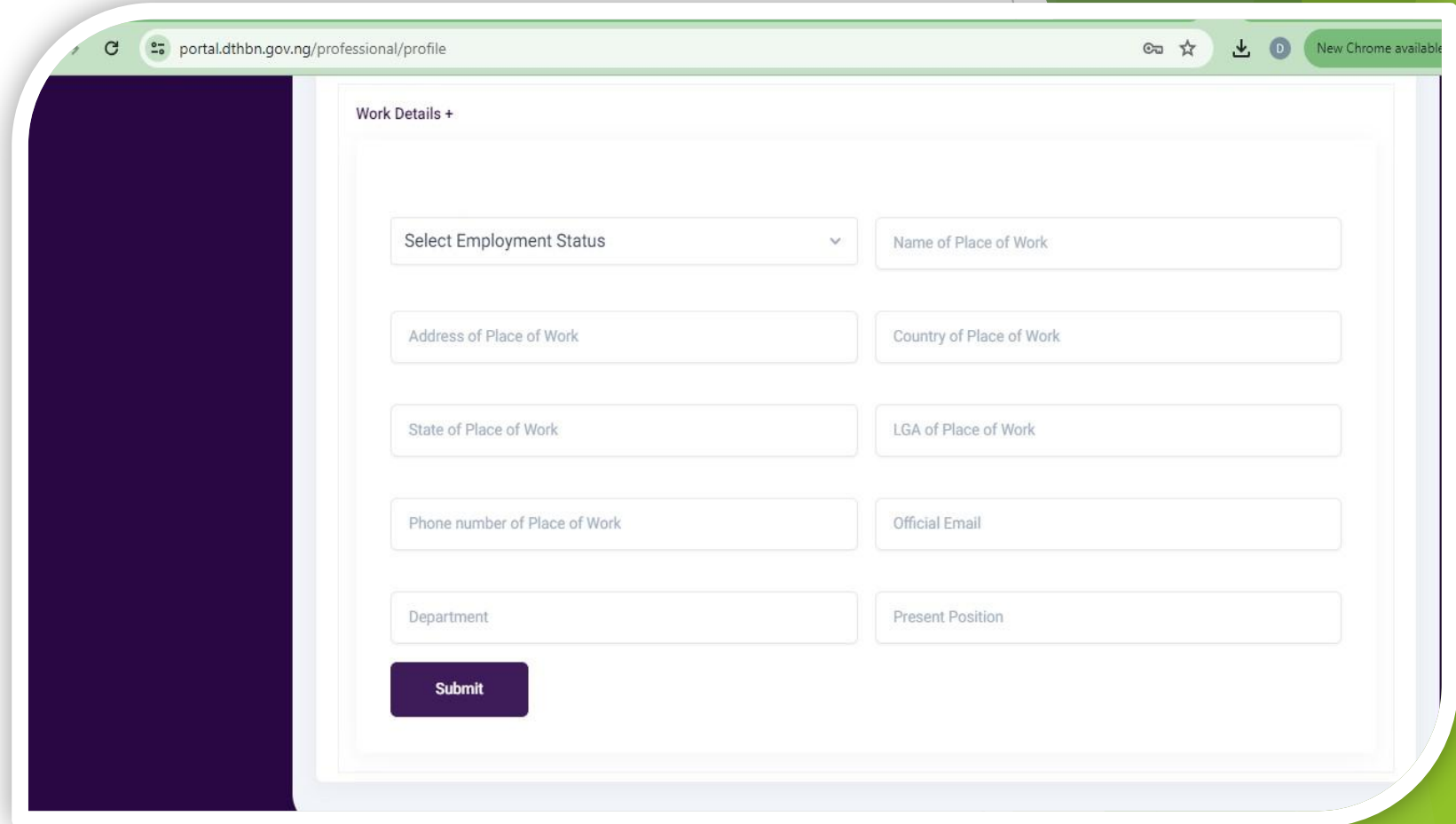
Academic Details +

Work Details +



PROFILE UPDATE

- Continue with the information such as Contact, Academics and Work details
- Click submit at the bottom of each details



The screenshot shows a web browser window with the URL `portal.dthbn.gov.ng/professional/profile`. The page displays a form titled "Work Details +" with the following fields:

- Select Employment Status (dropdown menu)
- Name of Place of Work (text input)
- Address of Place of Work (text input)
- Country of Place of Work (text input)
- State of Place of Work (text input)
- LGA of Place of Work (text input)
- Phone number of Place of Work (text input)
- Official Email (text input)
- Department (text input)
- Present Position (text input)

A purple "Submit" button is located at the bottom of the form.



NAMES NOT FOUND DURING ACTIVATION OF ACCOUNT ON THE PROFESSIONAL PORTAL

Please take note of the following:

- ▶ As first time users activating your account, if your name did not pop up automatically, please don't panic. A link will automatically appear below the field under Cadre requesting you to click a link.
- ▶ Click the link and fill out the form.
- ▶ Your data will be processed within 3 days and a mail will be sent to you confirming authentication of your license details.
- ▶ You will also be prompted to go ahead and sign up again (follow the same steps to activate your account).
- ▶ This time around your names will pop up automatically.



NAMES NOT APPEARING

- Click the link and fill out the form

portal.dthbn.gov.ng/auth#

Professional Sign Up

785

Dental Surgery Assistance

Professional not found, please click [here](#).

First Name

Last Name

Other Name

Email

Password

Confirm Password

Submit

Forgot Password? Login



LICENSE RENEWAL



LICENSE RENEWAL

To Pay for Licence Renewal

- ❑ Click Renew License
- ❑ Which then takes you to the Remita page for Federal Government payment portal

Abdulrafiu Fatima

Dashboard

Renew License

Upcoming Events

Latest News

Update Profile

Logout

General Report

1
Total License Renewal

3
Upcoming Event

Renewal Date	Expiry Date	Status	View License
2024-05-22	2024-12-31	Valid	Click to view



LICENSE RENEWAL

To Pay for Licence Renewal

- ❑ After you Click Renew License
- ❑ It takes you here



The screenshot shows a web browser window with the URL `login.remita.net/remita/onepage/OAGFCRF/biller.spa`. The page features the Remita logo and navigation links for 'ABOUT', 'REMITA MOBILE', and 'DEVELOPERS'. There are 'SIGNIN' and 'SIGNUP' buttons. The main heading is 'Pay a biller'. Below this, the biller information is 'FGN: FEDERAL GOVERNMENT OF NIGERIA'. The form includes the following fields:

- 'Who do you want to pay *': An empty text input field.
- 'Name of service/purpose *': A dropdown menu with a downward arrow.
- 'Amount To Pay (₦) *': A text input field with a currency symbol (₦) on the left.
- 'Select currency *': A dropdown menu showing 'NGN - Nigerian Naira'.
- 'Payer's name *': A text input field.
- 'Payer Phone *': A text input field.

A green arrow icon is visible in the bottom right corner of the form area.



LICENSE RENEWAL

To Pay for Licence Renewal

- Type the Boards name and fill the rest as shown here.

login.remita.net/remita/onepage/OAGFCRF/biller.spa

remita ABOUT REMITA MOBILE DEVELOPERS SIGNIN SIGNUP

Pay a biller

DENTAL THERAPISTS REGISTRATION BOARD - 052103900100

Who do you want to pay *

DENTAL THERAPISTS REGISTRATION BOARD - 052103900100

Name of service/purpose *

LICENCE

Description

2025

GIFMIS Code - (If unknown Contact MDA)



LICENSE RENEWAL

To Pay upload
Licence payment
receipt

- ❑ Click Upload License receipt
- ❑ It may also appear as Upload Payment Receipt

Abdulrafu Fatima

Dashboard

Renew License

Upload License Receipt

Upcoming Events

Latest News

Update Profile

Whatsapp Support 1

Whatsapp Support 2

Logout

General Report

Total License Renewal

3

Upcoming Event

3

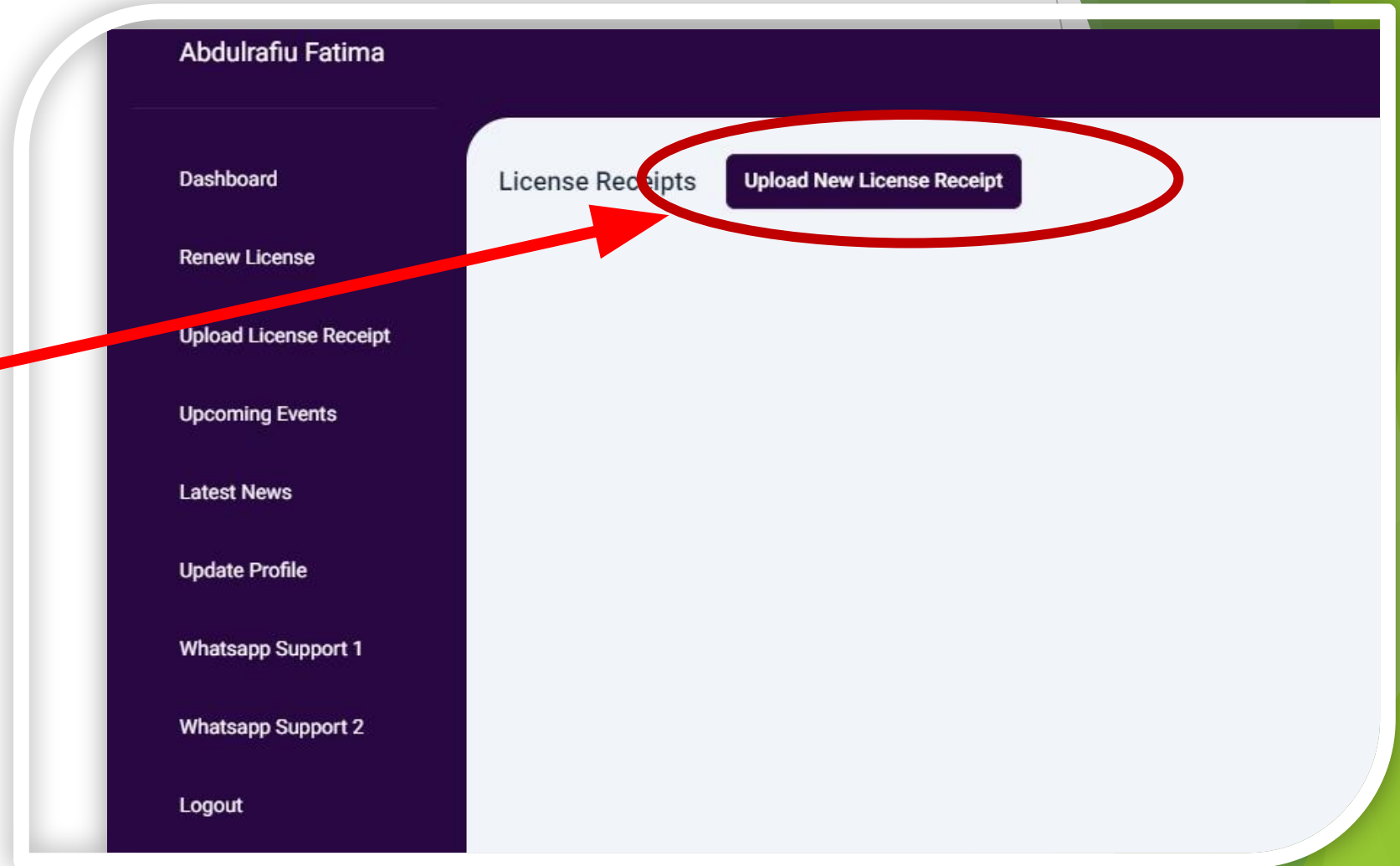
Renewal Date	Expiry Date	Status	View License
No record found!			



LICENSE RENEWAL

To Pay upload Licence payment receipt

- ❑ Click Upload New License Receipt
- ❑ It may also appears as Upload Payment Receipt



LICENSE RENEWAL

To Pay upload Licence payment receipt

- ❑ Input the Remita RRR Number in the field
- ❑ Upload Payment Receipt (e.g screenshot of Remita receipt/pdf)
- ❑ Click Submit

Upload Payment Receipt

Remita Number

Upload Payment Receipt

Choose File No file chosen

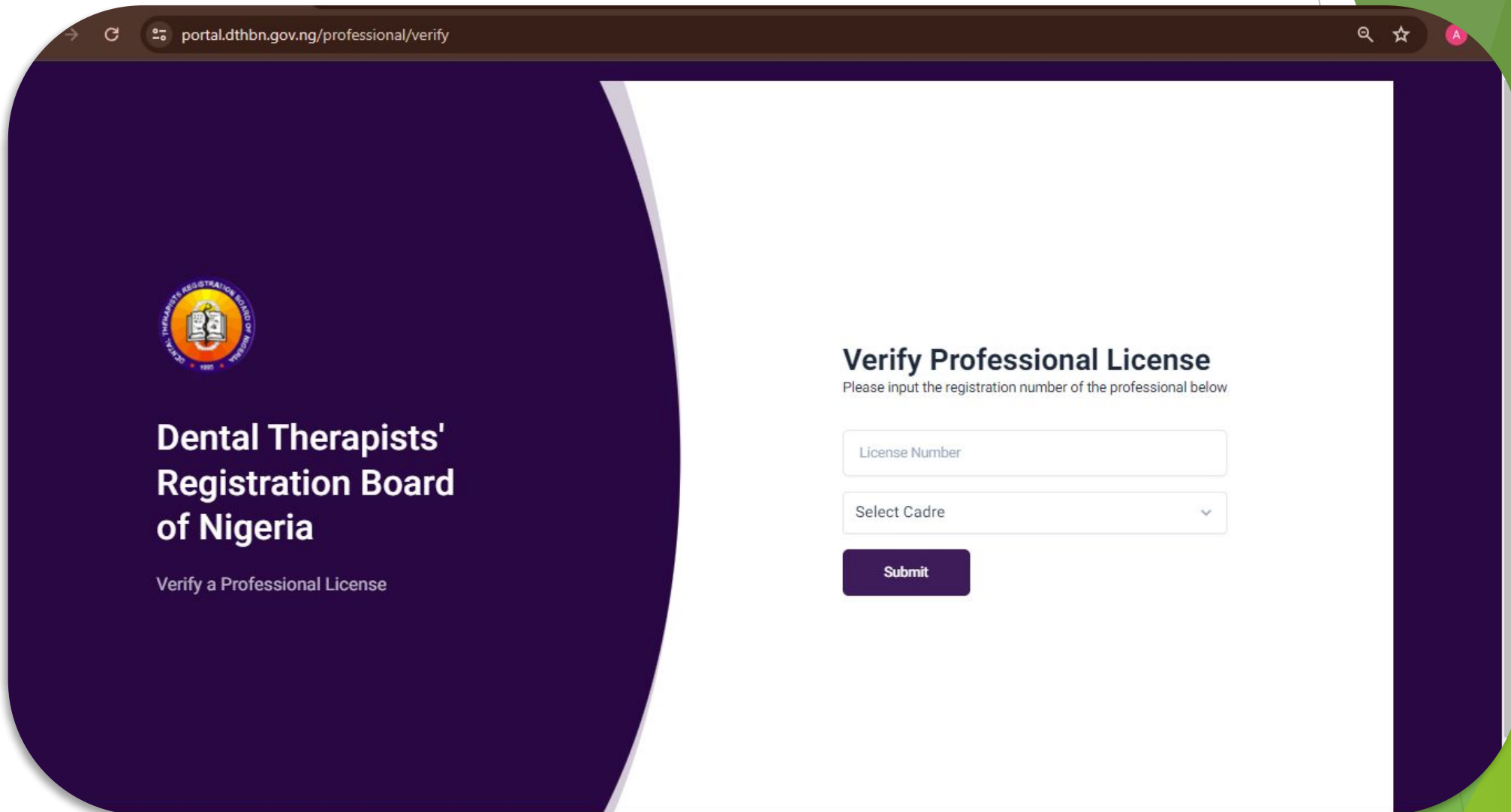
Submit




VERIFICATION PORTAL



VERIFICATION PORTAL



portal.dthbn.gov.ng/professional/verify



**Dental Therapists'
Registration Board
of Nigeria**

Verify a Professional License

Verify Professional License

Please input the registration number of the professional below



VERIFIED LICENSE



Dental Therapists' Registration Board of Nigeria

Verify a Professional License



Midone - h.
Admin Templa

Aduragbemi Ajayi Samson

Dental Therapist/Officer
samso9ite@gmail.com

License Details

Last Renewal: 2024-04-05

Expiry Date: 2024-04-11

License Validity: **License Up-To-Date**

[Go Back to Website](#)

[Check New License](#)



EXPIRED LICENSE

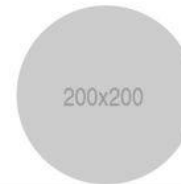


Dental Therapists' Registration Board of Nigeria

Verify a Professional License



EXPIRED



Denzel Washington
Frontend Engineer
Male

License Details

Last Renewal: 4th of June 2023

Expiry Date: 5th of August 2024

Status: **Valid**

[Go Back to Website](#)

[Check New License](#)

Thank you

