

## Notifications to relevant responsible authorities regarding changes to practicing status policy

Date last reviewed	May 2006
Scheduled review	
Approved by	

### Purpose

Some health practitioners are 'dually registered' with both the Dental Council and another Responsible Authority (RA). The purpose of this policy is to ensure appropriate information sharing between RAs in cases where the practising status of a dually registered oral health practitioner has changed, in the interests of patient safety.

### Scope

The policy applies to all oral health practitioners who are dually registered.

### Policy

1. The Dental Council Registrar will formally notify other relevant RAs if:
  - a) The practising status of a dually registered health practitioner changes.
  - b) An investigation or proceeding is in progress or is being considered in relation to the fitness to practise (including health, English concerns etc.), competence and conduct of a dually registered health practitioner.
2. The Dental Council will take steps to obtain the same information from other RAs.
3. If the Dental Council Registrar receives a notification from another RA, it will consider the notification, and any steps taken by the other RA, in accordance with the HPCA Act and other relevant Dental Council policy.

### Procedures

If...	Then...
The Dental Council Registrar receives a notification about the <b>health</b> of a dually registered practitioner	The Registrar will notify relevant RAs of the notification and of any significant steps taken and of the outcome of its consideration or examination of the notification.
The Dental Council Registrar receives a notification that a dually registered health practitioner may pose a risk of harm to the public by practising below the required standard of <b>competence</b>	The Registrar will promptly notify, and discuss with, relevant RAs.

If...	Then...
The Dental Council is considering requiring a dually registered health practitioner to undergo a <b>competence review</b>	The Dental Council Registrar will: <ul style="list-style-type: none"> <li>promptly notify, and discuss with, relevant RAs.</li> <li>advise relevant RAs of any significant steps taken and of the outcome of its consideration or examination of the dually registered health practitioner's competence.</li> </ul>
The Dental Council has conducted a <b>competence review</b> of a dually registered practitioner, and decides to make an order under section 38 of the HPCA Act	The Registrar will promptly notify relevant RAs
The Dental Council receives a <b>complaint or a notice of conviction</b> concerning a dually registered health practitioner	The Registrar will: <ul style="list-style-type: none"> <li>promptly notify relevant RAs</li> <li>advise relevant RAs of any significant steps taken and of the outcome of any consideration or examination of the issue.</li> </ul>
The Dental Council is considering referring to a <b>Professional Conduct Committee</b> a complaint or concern about conduct or safety of a dually registered practitioner	The Registrar will: <ul style="list-style-type: none"> <li>promptly notify, and discuss with, relevant RAs</li> <li>advise relevant RAs of any significant steps taken and of the outcome of any consideration of the issue.</li> </ul>

## Process

The Registrar will carry out the following process:

Step	Action
1.	Notify the oral health practitioner in a letter that relevant RAs will be notified of his or her change in practising status, or where an investigation or proceeding is in progress or contemplated in relation to his or her fitness to practise (including health, English etc.), competence or conduct.
2.	Notify, and discuss with, relevant RAs.
3.	Advise relevant RAs of any significant steps taken and of the outcome of its consideration or examination.
4.	If after conducting a review the Council takes any action, promptly notify relevant RAs.
5.	Liaise with the appropriate Council team to ensure that the oral health practitioner's change in registration status or any current conditions of registration, or on a practising certificate are entered on the dental register.