

## Dental Council of New Zealand Meeting Summary of Decisions - 25 August 2008

### **Resolutions assented to/Issues from the last meeting**

The Council noted the accreditation of Bachelor of Health (Oral Health) programme at the Auckland University for a period of five years to 31 December 2013.

Dr Ed Alcock remains the Dentist Board representative to the Business Assurance Committee.

### **Tertiary Education Commission**

The Council noted the Tertiary Education Commission (TEC) had arranged a meeting in July with the Ministry of Health, NZDA and DCNZ to understand the needs of the dental profession and whether any capital investment in training assets was required.

The Ministry of Health was looking into a workforce summit, in the interim TEC and MOH and NZDA would meet to discuss the issues further and keep the DCNZ informed.

DCNZ would write to the MOH to see if the professional associations could be involved in the workforce summit and a copy of the DCNZ workforce survey would be released to the MOH when it was finalised.

### **Relationships with AUT**

The Council had received a request from AUT for DCNZ Secretariat staff to make a presentation to Bachelor of Health (Oral Health) students in their final year at AUT. Both the CEO and Registrar would be attending. The CEO was requested to contact the AUT asking that the Dental Therapist Board be invited to take part in the presentation to the Oral Health Therapy students.

### **Non-Payment of APC Fees**

The Council gave approval for a letter to be sent to all practitioners with outstanding APC fees advising them to pay within 7 days and consequences of non payment.

### **Compliance with Office of the Auditor-General Guidelines**

The Council noted that DCNZ Consultation Guidelines did not include budget and fee consultation, which is required under the OAG Guidelines released in June 2008. The Council resolved that the CEO would act to ensure that the Council's Consultation Guidelines complied with the guidelines of the OAG and Treasury, particularly in relationship to budget and fees.

### **Quarterly Managements Accounts**

The Council resolved that the year-end projected position be added to the Reserves/Profit Breakdown for each professional board.

The 2009/10 budget assumptions be reviewed to manage the level of reserves and to included a note to the Accounts on Contingent Liabilities regarding Discipline at the year end and in quarterly accounts and to approve the management accounts and projected financial accounts.

### **Risk Report for Period Ended 30 June 2008**

The Council approved the quarterly risk report for the period ended 30 June 2008.

### **Annual Plan 2009/10**

Council approved each of the initiatives detailed in the revised draft annual plan for 2009/10, subject to prioritisation and available resourcing. This will be published in the September newsletter and a monitoring process would be initiated for annual plan initiatives.

### **Conformity of Names of Boards**

Council agreed that “workforce boards” are to be known as “professional boards” on all documentation and all boards are to be in singular form e.g Dental Technician Board.

### **Government Policy on How the Dental Council of New Zealand will operate.**

The Council agreed to additions and alterations of the Governance Policy - How the Dental Council of New Zealand Will Operate.

### **On-Line Recertification Project**

The Council resolved to move forward with the online recertification process and issue a Request For Quote to obtain commercial quotes so that there can be an evaluation of the RFQ responses, identification of a preferred solution and vendor and investigation of cost implications of maintaining and updating of the existing database.

### **Financial Management System Replacement Project**

The Council noted the timeline adjustment for the issue of the Request for Proposal, the selection of the preferred vendor and the implementation of the new finance system.

### **Work Life Balance**

The Council noted that from 1 July 2008, a new option had been introduced for employers and employees under the Employment Relations (Flexible Working Arrangements) Amendments Act 2007. Council resolved that as a responsible employer the flexible working arrangements would be considered the discretion of the CEO.

### **Examiners' Fees and Expenditure Policy**

The Council noted the need for Examiners' Fees and Expenditure Policy to be tightened up and resolved that normal hours should be on a per session basis of four-hourly blocks. The Examiners' Fees and Expenditure Policy Section 1, 2 and 5 would be amended accordingly.

## **Report on Consultation Document re DH/DT merger and Proposed new Scope for Dually Trained Graduates**

The Council considered the consultation document and feedback received and agreed to a number of amendments which limited the consultation to the proposal of a possible new scope of practice for those trained in both dental hygiene and therapy. Subject to these amendments being made, the consultation document would be released with copies being issued to educational institutions, students (educators to pass on information) associations and Dental Hygienist and Dental Therapist practitioners.

## **CPD Audit Report**

The Council resolved that the CPD audit process be applied to all practitioner groups. The Council also considered whether or not to include the signed copies of professional agreements with other practitioners in the recertification audit process for dentists. The Council resolved that the dentists and dental specialists would be required to supply a list of all practitioners with whom they had signed professional agreements, rather than providing copies of each agreement. A letter would be written to the Dental Hygienist Association requesting it make dental hygienists aware of their obligation to have a signed professional agreement in place.

## **Development of a Generic CPD Policy**

The Council resolved a subcommittee of the Council be formed to assist the Secretariat to progress the development of a generic CPD policy which addresses the current lack of consistency across the professions. The subcommittee would consist of four members and it would consult with professional associations.. Note: any consultation would need to occur prior to February 2009 in order to come into effect before the next APC round commenced.

## **Otago BDentsTech (Hons)**

The Council noted that the accreditation process was about to commence. It resolved that two reviewers were sufficient, and the review would be paper based and not be in-depth.

## **Communication Report**

Council requested that if the Secretariat was issuing documentation more than 10 pages, then it was to be sent to Council members through post rather than by email.

## **Invitation to ADC President**

An invitation was to be sent to the incoming ADC President inviting he or she to the first Council meeting in 2009.