

Consultation Document

for

1. Dental Council Budgets 2015/16;
2. Annual practising certificate fees 2015/16;
3. Disciplinary levies 2015/16;
4. Registration, examination, competence programme, fitness to practice and other miscellaneous fees 2015/16.

RELEASED 3 DECEMBER 2014
SUBMISSIONS DUE 27 JANUARY 2015

Introduction

Health practitioner annual practising certificate (APC) fees and disciplinary levies and other fees are set by health regulatory authorities under sections 130 and 131 of the Health Practitioners Competence Assurance Act 2003 (the Act).

The Dental Council ("Council") is consulting on the 2015/16 Budgets, the APC fees and disciplinary levies for oral health practitioners,¹ excluding Dentists and Dental Specialists,² and registration, examination, competence programme, fitness to practice and other miscellaneous fees.³

The purpose of this consultation document is to seek submissions from stakeholders on the:

1. 2015/16 budget;
2. APC fees and disciplinary levies for Dental Therapists, Dental Hygienists (including Orthodontic Auxiliaries), Dental Technicians and Clinical Dental Technicians for the 2015/16 recertification year commencing 1 April 2015; and
3. Registration, examination, competence programme, fitness to practice and other miscellaneous fees effective from 1 April 2015.

Council is seeking stakeholder feedback on its proposals by 27 January 2015. The consultation period will enable feedback to be considered by Council at their 2 February 2015 meeting, prior to giving their approval to the gazetting of the revised fee and disciplinary levy schedule on 26 February 2015, to take effect from 1 April 2015.⁴

Background

Council abides by the good practice guidelines established by both the Office of the Auditor-General and by Treasury.

¹ Dentists & dental specialists, dental therapists, dental hygienists & orthodontic auxiliaries, and dental technicians & clinical dental technicians.

² APC fees and levies for Dentists and Dental Specialists for the 2015/16 recertification year commencing 1 October 2015 will be consulted on in June 2015.

³ All values for fees and levies are shown in this consultation document exclusive of GST.





⁴ Under section 132(2) of the Act, the gazette notice giving effect to any change in APC fee and disciplinary levy, must be published at least 28 days prior to its effective date.

Council is committed to ensuring that it operates in a cost effective manner and strives to maintain a balance between ensuring the efficient and effective discharge of its public safety obligations and practitioner affordability.

Council is committed to 'user pays' and full cost recovery principles to ensure no subsidisation or cross-subsidisation occurs. This extends to ensuring full recovery for the costs associated with registration of oral health practitioners in a particular scope of practice; the costs of a competence or other programmes established for a practitioner to maintain registration; the examination of candidates to enable them to obtain a New Zealand prescribed qualification that leads to registration; and for the costs of maintaining non-practising registrants on the register.

2015/16 Budget

Note: Key budget numbers are cross referenced in the budget tables as follows:

-  **A** Council Activity 2015/16 budgeted surplus
-  **B** Professional Group 2015/16 budgeted surplus
-  **C** Total 2015/16 budgeted APC fee and disciplinary levy revenue
-  **D** Council 2015/16 budgeted project expenditure

The following 2015/16 draft budgets were approved by Council on 1 December 2014, for stakeholder consultation. In 2015/16 the budgets include income of \$3,818,778 less expenditure of \$3,714,100 resulting in a budgeted surplus of \$104,678.

Budget Summary by Council and Professions

Dental Council Draft Budget 2015/16 - Summary	Council	Professions	Total
	\$	\$	\$
APC fees	2,809,330	(211,032)	2,598,298
Disciplinary levies	0	441,661	441,661
Total APC Fee and Levies	2,809,330	230,629	\$3,039,959
Other income	107,619	671,200	778,819
Total Income	2,916,949	901,829	3,818,778
Less Expenditure	2,860,900	853,200	3,714,100
Net Surplus	56,049	48,629	104,678



Budget Summary by Individual Professional Groups

Dental Council Draft Budget 2015/16 - Professional Groups	Dentists	Therapists	Hygienists	Technicians	Total
	\$	\$	\$	\$	\$
APC fees	(103,730)	(50,203)	(42,678)	(14,421)	(211,032)
Disciplinary levies	352,765	16,105	15,222	57,569	441,661
Other income	533,300	55,800	57,200	24,900	671,200
Total Income	782,335	21,702	29,744	68,048	901,829
Less Expenditure	646,100	69,400	69,900	67,800	853,200
Net Surplus	136,235	(47,698)	(40,156)	248	48,629



Budget Capital Expenditure

Dental Council Draft Budget 2015/16 - Capital Expenditure	\$
Capital Expenditure	355,000

Each year APC fees and disciplinary levies are set to fully recover the costs of the Dental Council operations both at Council and at profession level.

Each profession contributes APC fee revenue towards Council costs on a workflow activity basis with the balance of APC revenue being attributed to the profession to which it relates. Disciplinary levy revenue is attributed wholly to the profession upon which the levy is imposed.

APC fees and disciplinary levies are also adjusted for the purposes of maintaining operational and disciplinary reserves, at Council level for budgeted capital expenditure, and at profession level to provide a buffer against unforeseen operational expenditure (e.g. Competence Reviews) and unforeseen disciplinary expenditure for Professional Conduct Committees (PCCs) and Health Practitioners Disciplinary Tribunal (HPDT) hearings and appeals.

Each practitioner's total APC fee includes a portion for funding Council's capital replacement reserve to meet its capital expenditure budget. This portion is standard across all professions and is proposed at \$58.79 per practitioner in 2015/16. The major item of capital expenditure in 2015/16 is \$300,000 for a replacement registration data base system and an on-line recertification facility.

Council's 2015/16 budgets are further analysed below by Council and Profession Activity.

Budget by Council Activity

Dental Council Draft Budget 2015/16 - Council Activity	\$
APC Fees (to fund net Council expenditure less depreciation)	2,592,581
APC Fees (to fund the capital replacement reserve)	216,749
Total APC Fees Income	2,809,330
Other Income (primarily interest on term deposits)	107,619
Total Income	2,916,949
Expenditure	
General Administration Expenditure (Secretariat)	1,691,000
Depreciation Administration Expense	160,700
Council Project Expenditure (refer analysis below)	1,009,200
Total Expenditure	2,860,900
Net Deficit from Council activity	56,049
The deficit of \$56,049 relates to: APC Fee revenue to fund capital expenditure \$216,749 less \$160,700 for depreciation.	

Budget Council Project Expenditure

Dental Council Draft Budget 2015/16 - Council Project Expenditure	\$
Council	277,900
Finance and Risk Management	37,600
Information Technology	97,900
Liaison	80,200
Strategic and Operational Planning	70,400
Standards	216,700
Continuing Professional Development	3,800
Scopes of Practice	51,400
Communications	11,300
Workforce Data	6,100
Contingency	10,000
Education and Accreditation	115,900
Examinations	30,000
Total Council Project Expenditure	1,009,200

Council income (excluding APC fees) and expenditure is attributed to all dental professions and includes:

- Administrative costs of the secretariat (staff salaries, office rental, insurances, office costs etc.);
- Council member fees and meeting costs;
- Information technology maintenance and enhancement;
- Liaison with local and overseas regulatory authorities, accreditation agencies and professional bodies;
- Strategic and operational planning;
- Standing committee costs including Audit and Risk Management committee, Standards Review committee, Continuing Professional Development Advisory committee, and other Council committees (e.g. Recertification working group) established from time to time;
- Scopes of practice;
- Standards development and review (codes of practice);
- Verification of international accreditation; and
- Examination development.

Budget by Professional Group Activity

Dental Council Draft Budget 2015/16 – Professional Group Activity	Dentists	Therapists	Hygienists	Technicians	Total
Operational Activity	\$	\$	\$	\$	\$
Income					
Registration Fees	123,100	33,700	35,100	22,400	214,300
Examination Fees	350,400	15,600	15,600		381,600
Retention on Register Fees	50,400	6,000	6,000	2,500	64,900
Other Income	9,400	500	500		10,400
Total Operational Income	533,300	55,800	57,200	24,900	671,200
Expenditure					
Liaison	7,400	2,400	2,400	2,600	14,800
Examinations	155,800	6,300	6,300		168,400
Registration	18,600	1,900	2,800	4,800	28,100
Complaints	106,100	4,000	5,000	3,000	118,100
Recertification	56,300	24,800	23,400	13,700	118,200
Fitness to Practise	8,300				8,300
Competence	153,600			13,700	167,300
Discipline Administration Recovery	(100,352)				(100,352)
Total Operational Expenditure	405,748	39,400	39,900	37,800	522,848
Net Surplus from Profession Operational Activities (before APC Fees)	127,552	16,400	17,300	(12,900)	148,352
APC fees	(103,730)	(50,203)	(42,678)	(14,421)	(211,032)
Net Surplus (deficit) from Profession Operational Activities after APC Fees	23,822	(33,803)	(25,378)	(27,321)	(\$62,680)
Disciplinary Activity	\$	\$	\$	\$	\$
Income					
Disciplinary levies	352,765	16,105	15,222	57,569	441,661
Expenditure					
Disciplinary Expenditure (net of PCC and HPDT cost recoveries and fines)	240,352	30,000	30,000	30,000	330,352
Net Surplus (Deficit) from Profession Disciplinary Activities	112,413	(13,895)	(14,778)	27,569	111,309
Total Net Surplus (Deficit) from Profession Operational and Disciplinary Activities	136,235	(47,698)	(40,156)	248	48,629

The profession activity budgets reflect direct profession revenue and expenditure for both operational and disciplinary activities.

The profession operational APC fee revenue credits totaling \$211,032, are represented by total operational surpluses of \$148,352 (before APC fees) and total refunds of operational reserves of \$62,680, both of which have been taken into account when setting the proposed practitioner APC fees for 2015/16.

Professional group disciplinary activity surpluses represent the replenishment of profession disciplinary reserves whereas disciplinary activity deficits represent refunds of surplus disciplinary reserves. In summary practitioner disciplinary levies are based on budgeted net disciplinary expenditure plus or minus any adjustments required to disciplinary reserves.

The disciplinary reserves are set at levels to provide funding for an estimated number of disciplinary cases. Notwithstanding this, the number of discipline cases and the amount of disciplinary expenditure can vary significantly year on year.

Budget APC Fees and Disciplinary Levies by Professional Group

Dental Council Draft Budget - 2015/16 APC Fees and Disciplinary Levies by Profession	Dentists	Therapists	Hygienists	Technicians	Total
	\$	\$	\$	\$	
APC fees - Council Activity	1,734,115	366,334	301,379	190,753	2,592,581
APC Fees - Capital Expenditure	129,097	38,741	28,865	20,046	216,749
APC Fees - Profession Activity	(103,730)	(50,203)	(42,678)	(14,421)	(211,032)
Total APC Fees Revenue	1,759,482	354,872	287,566	196,378	2,598,298
Disciplinary Levies - Revenue	352,765	16,105	15,222	57,569	441,661
Total APC Fee and Disciplinary Levy Revenue	2,112,247	370,977	302,788	253,947	3,039,959

The above table shows how each professional groups total APC fee and disciplinary levy revenue is budgeted to be distributed in 2015/16.

Proposed 2015/16 APC Fees and Disciplinary Levies (GST exclusive)

The respective APC fees and disciplinary levies vary across each dental profession that Council administers. The level of APC fees and levies per practitioner depend on;

- the budgeted number of practitioners,
- each profession's share of budgeted Council costs,
- the capital expenditure budget,
- direct profession income and expenditure budgets; and
- minimum operational and disciplinary reserve levels set for each profession under Council's Level of Reserves policy.

The following tables set out the proposed 2015/16 APC fee and disciplinary levy for Dental Therapists, Dental Hygienists & Orthodontic Auxiliaries, and Dental Technicians and Clinical Dental Technicians compared to 2013/14 and currently 2014/15:

Dental Therapists				
Dental Therapists	2013/14	2014/15	Change	Proposed 2015/16
	\$	\$	\$	\$
APC Fees	623.58	565.07	(26.57)	538.50
Disciplinary Levies	45.82	94.26	(69.82)	24.44
Total (GST exclusive)	669.40	659.33	(96.39)	562.94

The decrease per practitioner of \$26.57 in the Dental Therapist APC fee in 2015/16, reflects the net refund of surplus Therapist operational reserves after allowing for an APC fee of \$58.79 per practitioner in 2015/16 for funding capital expenditure.

The decrease per practitioner of \$69.82 in the Dental Therapist disciplinary levy in 2015/16, reflects a partial refund of disciplinary reserves held in excess of minimum levels as prescribed in Council's Level of Reserves policy.

Dental Hygienists and Orthodontic Auxiliaries

Dental Hygienists and Orthodontic Auxiliaries	2013/14	2014/15	Change	Proposed 2015/16
	\$	\$	\$	\$
APC Fees	445.86	517.26	68.41	585.67
Disciplinary Levies	140.66	64.54	(33.54)	31.00
Total (GST exclusive)	586.52	581.80	34.87	616.67

The increase per practitioner of \$68.41 in the Dental Hygienist APC fee in 2015/16, includes \$58.79 for funding capital expenditure.

The decrease per practitioner of \$33.54 in the Dental Hygienist disciplinary levy in 2015/16 reflects a partial refund of disciplinary reserves held in excess of minimum levels as prescribed in Council's Level of Reserves policy.

Dental Technicians and Clinical Dental Technicians

Dental Technicians and Clinical Dental Technicians	2013/14	2014/15	Change	Proposed 2015/16
	\$	\$	\$	\$
APC Fees	537.63	524.81	51.08	575.89
Disciplinary Levies	75.08	166.08	2.74	168.82
Special Disciplinary Levy (December 2013)	237.11	0.00	0.00	0.00
Total (GST exclusive)	849.82	690.89	53.82	744.71

The increase per practitioner of \$51.08 in the Dental Technician and Clinical Dental Technician APC fee in 2015/16, includes \$58.79 for funding capital expenditure partially offset by a refund of surplus operational reserves.

The increase per practitioner of \$2.74 in the Dental Technician and Clinical Dental Technician disciplinary levy in 2015/16, reflects a small adjustment to top up the Dental Technician and Clinical Dental Technician disciplinary reserve to minimum levels as prescribed in Council's Level of Reserves policy.

In 2012/13 and 2013/14 a special disciplinary levy was imposed on Dental Technicians and Clinical Dental Technicians to replenish deficits in the Technician's disciplinary reserve. A special disciplinary levy will not be imposed in 2014/15 and is not budgeted to be required in 2015/16.

Proposed 2015/16 Registration, Examination, Competence Programme, Fitness to Practice and other Miscellaneous Fees

Annual Registration Retention Fee for Non-Practising Registrants - Proposed 2015/16 \$108.00

This fee reflects the significant administrative cost of maintaining non-practising registrants on the register. It is proposed to increase the Annual Registration Retention Fee for Non-Practising Registrants by \$2.00 from \$106.00 to \$108.00.

Supply of Certificate of Good Standing Fee - Proposed 2015/16 \$91.29

It is proposed in 2015/16 to align this fee with the fees gazetted for the supply of a replacement registration or any other certificate, by decreasing the Supply of Certificate of Good Standing fee by \$45.65 from \$136.94 to \$91.29.

Registration Fees - Proposed 2015/16 No Change

It is proposed to maintain Registration fees at levels currently gazetted. Currently the Dental Council is achieving full cost recovery on fees charged to applicants for registration as a dental practitioner.

Examination Fees - Proposed 2015/16 No Change

It is proposed to maintain Examination fees at levels currently gazetted. Currently the Dental Council is achieving full cost recovery on fees charged to applicants to sit the New Zealand Dental Registration examinations.

Competence and Fitness to Practise Fees - Proposed 2015/16 No Change

It is proposed to maintain Competence and Fitness to Practise fees at levels currently gazetted. These fees can be adjusted for any specific requirements of an individual programme and external costings at the time each individual programme is established.

Course Approval Fees - Proposed 2015/16 No Change

It is proposed to maintain Course Approval fees at levels currently gazetted. These fees are scheduled for review in 2015/16 but any changes required will not be implemented until 2016/17.

Conclusion

The objective of the consultation is to gather views from stakeholders to enable Council to make a final decision on the proposals.

Council is consulting on the above proposals with all oral health practitioners, relevant associations and societies, the Ministry of Health, District Health Boards and other organisations with an interest. The proposals will also be published on the Council's website, with a similar invitation to comment.

Council invites comments on the proposals by **27 January 2015** after which Council will consider all submissions at their 2 February 2015 meeting.

Following the consultation period and consideration of stakeholder feedback by Council, and subject to any consequential adjustments, the Dental Council proposes to gazette in 2015/16 the schedule of fees set out in Attachment 1, to be effective 1 April 2015.

Responses should be sent to:

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Email: consultations@dcnz.org.nz

Yours sincerely



Marie Warner
Chief Executive

Attachment 1

Dental Council Draft Budget 2015/16 - APC Fees & Disciplinary Levies			
Profession	2014/15	Proposed 2015/16	Change
Dental Therapists			
APC Fee	\$565.07	\$538.50	(\$26.57)
Disciplinary Levy	\$94.26	\$24.44	(\$69.82)
Total (GST exclusive)	\$659.33	\$562.94	(\$96.39)
Dental Hygienists			
APC Fee	\$517.26	\$585.67	\$68.41
Disciplinary Levy	\$64.54	\$31.00	(\$33.54)
Total (GST exclusive)	\$581.80	\$616.67	\$34.87
Orthodontic Auxiliaries			
APC Fee	\$517.26	\$585.67	\$68.41
Disciplinary Levy	\$64.54	\$31.00	(\$33.54)
Total (GST exclusive)	\$581.80	\$616.67	34.87
Dental Technicians			
APC Fee	\$524.81	\$575.89	\$51.08
Disciplinary Levy	\$166.08	\$168.82	\$2.74
Total (GST exclusive)	\$690.89	\$744.71	\$53.82
Clinical Dental Technicians			
APC Fee	\$524.81	\$575.89	\$51.08
Disciplinary Levy	\$166.08	\$168.82	\$2.74
Total (GST exclusive)	\$690.89	\$744.71	\$53.82

Dental Council Draft Budget 2015/16 – Examination Fees			
Examination Type	2014/15	Proposed 2015/16	Change
Application for assessment of eligibility to enter the New Zealand Dentist Registration Examination (NZDREX)	\$725.04	\$725.04	-
Subsequent application for assessment of eligibility to enter the New Zealand Dentist Registration Examination (NZDREX)	\$725.04	\$725.04	-
New Zealand Dentist Registration Examination (NZDREX) – clinical examination	\$6,469.74	\$6,469.74	-
New Zealand Dental Specialist Registration Examination (NZDSREX)	\$17,918.76	\$17,918.76	-
New Zealand Dental Therapy Registration Examination (NZDTREX) – clinical examination (per candidate fee where there is less than a total of 5 candidates sitting the same examination)	\$4,751.58	\$4,751.58	-
New Zealand Dental Therapy Registration Examination (NZDTREX) – clinical examination (per candidate fee where there is a total of 5 or more candidates sitting the same examination)	\$4,245.39	\$4,245.39	-
New Zealand Dental Therapy Registration Examination (NZDTREX) – written examination (per candidate fee where there is less than a total of 5 candidates sitting the same examination)	\$3,069.90	\$3,069.90	-
New Zealand Dental Therapy Registration Examination (NZDTREX) – written examination (per candidate fee where there is a total of 5 or more candidates sitting the same examination)	\$2,519.61	\$2,519.61	-
New Zealand Dental Hygiene Registration Examination (NZDHREX) – clinical examination (per candidate fee where there is less than a total of 5 candidates sitting the same examination)	\$4,751.58	\$4,751.58	-
New Zealand Dental Hygiene Registration Examination (NZDHREX) – clinical examination (per candidate fee where there is a total of 5 or more candidates sitting the same examination)	\$4,245.39	\$4,245.39	-
New Zealand Dental Hygiene Registration Examination (NZDHREX) – written examination (per candidate fee where there is less than a total of 5 candidates sitting the same examination)	\$3,069.90	\$3,069.90	-
New Zealand Dental Hygiene Registration Examination (NZDHREX) – written examination (per candidate fee where there is a total of 5 or more candidates sitting the same examination)	\$2,519.61	\$2,519.61	-
New Zealand Dental Technology Registration Examination (NZDTechREX) – combined examination (per candidate fee where there is less than a total of 5 candidates sitting the same examination)	\$3,795.60	\$3,795.60	-
New Zealand Dental Technology Registration Examination (NZDTechREX) – combined examination (per candidate fee where there is a total of 5 or more candidates sitting the same examination)	\$3,199.07	\$3,199.07	-

Dental Council Draft Budget 2015/16 – Registration Fees			
Registration Fee Type	2014/15	Proposed 2015/16	Change
New Zealand Qualified or NZDREX Qualified Applicant Application for registration	\$456.48	\$456.48	-
Trans-Tasman Mutual Recognition (TTMR) Applicant Application for registration	\$456.48	\$456.48	-
Overseas Applicant with Prescribed Qualification Application for assessment of eligibility to be registered Application for registration	\$684.73 \$456.48	\$684.73 \$456.48	- -
Applicant with Non-Prescribed Qualification Application for assessment of eligibility to be registered under section 15(2) of the Act Application for registration	\$2,988.18 \$456.48	\$2,988.18 \$456.48	- -
Resubmission of application for assessment of eligibility to be registered under section 15(2) of the Act	\$2,681.25	\$2,681.25	-
Applicant with Non-Prescribed Specialist Qualification Application for assessment of eligibility to be registered under section 15(2) of the Act Application for registration Resubmission of application for assessment of eligibility to be registered under section 15(2) of the Act	\$3,935.40 \$456.48 \$2,681.25	\$3,935.40 \$456.48 \$2,681.25	- - -
Other Registration Fees Application for removal of an exclusion(s) on the scope of practice after completion of a Dental Council approved course	\$251.06	\$251.06	-
Application for removal of an exclusion(s) on the scope of practice after completion of a course not approved by the Dental Council	\$456.48	\$456.48	-
Application for registration with a prescribed qualification in an additional scope of practice	\$456.48	\$456.48	-
Application for registration with a non-prescribed qualification in an additional scope of practice	\$705.75	\$705.75	-
Application for additional registration advice	\$456.48	\$456.48	-
Application for restoration to the Dental Register	\$456.48	\$456.48	-
Application to transfer from retention to practising where applicant subject to recency of practice policy	\$273.89	\$273.89	-
Supply of certificate of good standing	\$136.94	\$91.29	(\$45.65)
Supply of replacement registration certificate or any other certificate	\$91.29	\$91.29	-
Application to undertake supervised orthodontic auxiliary practice while undertaking a prescribed training course	\$91.29	\$91.29	-
Annual registration retention fee for non-practising registrants	\$106.00	\$108.00	\$2.00

Dental Council Draft Budget 2015/16 – Competence and Fitness to Practise Fees			
	2014/15	Proposed 2015/16	Change
Professional Standards Programme Fees ^{1,2}			
Supervision ^{1,2} (12-month programme)	5,878.70	5,878.70	-
Oversight ^{1,2} (12-month programme)	3,814.70	3,814.70	-
Competence/Recertification Programme ^{1,2}			
– Distance learning – per module	2,954.70	2,954.70	-
– Clinical Training – per practice area of training	5,056.70	5,056.70	-
Fitness to Practise Fees ^{1,2}			
Drug and Alcohol Screening Programme – set up and administration ^{1,2}			-
– Set up and administration first 12 months	835.52	835.52	-
– Administration each 12 months thereafter	417.76	417.76	-
– Third party testing ¹	120.00 (per test)	120.00 (per test)	-

Dental Council Draft Budget 2015/16 – Other Fees			
	2014/15	Proposed 2015/16	Change
Other Fees			
Application for “removal of exclusion” course approval by providers who do provide training as part of a primary Dental Council accredited qualification	1,736.80	1,736.80	-
Application for “removal of exclusion” course approval by providers who do not provide training as part of a primary Dental Council accredited qualification	3,763.15	3,763.15	-
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice, for course providers who do provide training as part of a primary Dental Council accredited qualification	3,444.44	3,444.44	-
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice, for course providers who do not provide training as part of a primary Dental Council accredited qualification	6,031.11	6,031.11	-
Application for an electronic copy of the published Dental Council Register	200.00	200.00	-

Annotation of Notes

¹Fee will be adjusted for any specific requirements of the individual programme and 3rd party costings at the time the programme is established.

²Direct professional fees and travel expenses for Supervisors, those providing oversight, Tutor/Course Administrators etc. are to be reimbursed by the practitioner on the individual programme. Expenses claimed are on an actual and reasonable basis in accordance with the Dental Council's fees and expenditure policies. Course materials, venue costs and administration expenses such as postage and photocopying will be charged based on actual costs.