

## Consultation on the Dental Council's proposals for:

- Draft 2021/22 budget
- Annual practising certificate fees and disciplinary levies for oral health practitioners
- **Other fees** (registration, examination, competence, accreditation, and other miscellaneous fees)
- Costs for inquiries and competence remediation

Issued: Tuesday 1 December 2020

Submissions close: 5pm, Friday 15 January 2021

## Summary of consultation proposals

### **This document details the Dental Council's consultation on:**

1. The proposed 2021/22 budget (summarised in Table 2 and detailed further in Tables 3 and 4).
2. A proposed annual practising certificate (APC) fee for:
  - a. Dentists and dental specialists of \$776.79 (detailed in Table 5)
  - b. Oral health therapists of \$601.66 (detailed in Table 6)
  - c. Dental hygienists and orthodontic auxiliaries of \$911.03 (detailed in Table 7)
  - d. Dental therapists of \$1,418.57 (detailed in Table 8)
  - e. Dental technicians and clinical dental technicians of \$1,015.84 (detailed in Table 9).
3. A proposed disciplinary levy for:
  - a. Dentists and dental specialists of \$243.21 (detailed in Table 5)
  - b. Oral health therapists of \$8.64 (detailed in Table 6)
  - c. Dental hygienists and orthodontic auxiliaries which is a refund of \$13.23 (detailed in Table 7)
  - d. Dental therapists of \$134.54 (detailed in Table 8)
  - e. Dental technicians and clinical dental technicians which is a refund of \$81.20 (detailed in Table 9).
4. A proposed increase to retention fees of \$50 (proposed retention fee is \$166.91) to reflect direct costs incurred by practitioners.
5. Proposed administration fees at a minimum of one hour of secretariat time to reflect direct costs for this service and IT system overhead costs now that all services are online.
6. A proposed increase of \$2,200 for overseas applicants with non-prescribed qualifications due to process changes to strengthen the rigour of review.
7. The removal of NZDTREX, NZDHREX, NZDOHTREX and NZDTechREX Examination for 5+ candidates that have not been used in recent years.
8. Accreditation and monitoring fees for education institutions is introduced on a full cost recovery basis for educational programmes that have an accreditation condition(s) placed on them.
9. A proposed CPI adjustment equivalent to 2.0% for all other fees (registration, examination, competence, accreditation and other miscellaneous fees).
10. In order that Council can be more transparent to practitioners Council proposes that, subject to the outcome of the consultation process, the Dental Councils fees notice annotation of notes, note 2, be extended as detailed in Appendix 3.

**This document also details the Dental Council's consultation on policy:**

11. Council is seeking practitioner feedback as to whether practitioners support the continuation of the current policies on the allocation of costs for inquiries and competence remediation or whether practitioners would like to see a change to this approach. Feedback on this approach is sought with two potential scenarios described below:

1. Costs for inquiries and competence reviews. Do you agree that all practitioners within a profession continue to meet the costs of inquiries and competence reviews into an individual practitioner?

AND

2. Competence remediation. Do you agree that where an individual practitioner has undergone a Competence Review and the Council has found that the practitioner is not practising at the required standard of competence, the full costs associated with the practitioner undertaking the remedial action ordered by the Council should be met by the individual practitioner?

AND

3. Do you wish to make any other comment on the Council's approach to costs for inquiries and competence remediation?

This policy and consultation is further detailed in section 4 of this document on page 8.

**Figures in this consultation document are exclusive of GST, except where stated in Tables 5 to 9.**

**The proposed dentists and dental specialist APC fee and disciplinary levy shall apply from 1 October 2021. All other fees and levies proposed shall apply from 1 April 2021.**

**The Council will give effect to any change in APC fees and disciplinary levies by placing a notice in the New Zealand Gazette.**

## Proposed 2021/22 annual practising certificate fees

The following is a summary of the proposed 2021/22 APC fees, as detailed in this consultation document:

Profession	Calculated fee \$	Min. operational reserve adj. \$	Net proposed fee \$
Dentists and dental specialists	907.38	(130.59)	776.79
Oral health therapists	677.64	(75.98)	601.66
Dental hygienists and orthodontic auxiliaries	694.52	216.51	911.03
Dental therapists	789.44	629.13	1,418.57
Dental technicians and clinical dental technicians	726.42	289.42	1,015.84

## Proposed 2021/22 disciplinary levies

The following is a summary of the proposed 2021/22 disciplinary levies, as detailed in this consultation document:

Profession	Calculated levy \$	Min. disciplinary reserve adj. \$	Net proposed levy \$
Dentists and dental specialists	244.39	(1.18)	243.21
Oral health therapists	9.81	(1.17)	8.64
Dental hygienists and orthodontic auxiliaries	12.27	(25.50)	(13.23)
Dental therapists	59.83	74.71	134.54
Dental technicians and clinical dental technicians	21.57	(102.77)	(81.20)

## Feedback and submissions

Details of how to make submissions and provide your feedback are outlined in section 7 on page 14 of this document.

Submissions close at **5pm on Friday 15 January 2021**.

## 1. Introduction

The Dental Council (the Council) sets annual practising certificate (APC) fees and disciplinary levies for oral health practitioners<sup>1</sup> under sections 130 and 131 of the Health Practitioners Competence Assurance Act 2003 (the Act). This consultation document sets out proposals on the Council's:

- draft 2021/22 budget
- proposed APC fees and disciplinary levies for oral health therapists, dental hygienists, orthodontic auxiliaries, dental therapists, dental technicians and clinical dental technicians for the practising year 1 April 2021 – 31 March 2022
- proposed APC fees and disciplinary levies for dentists and dental specialists for the practising year 1 October 2021 – 30 September 2022
- proposed registration, examination, competence, accreditation and other miscellaneous fees effective from 1 April 2021.

## 2. Background

The Council follows the good practice guidelines established by the [Office of the Auditor-General](#) and the Treasury. The Council's budget, fees and levies are calculated on a full cost recovery basis. The Council endeavours to cover all costs over a two-year period and is committed to operating in a cost effective and fiscally responsible way for our practitioners, while balancing our obligations to protect the public.

The level of APC fee per practitioner depends on:

- the budgeted number of practitioners
- direct profession income and expenditure budgets, and
- minimum reserve levels set for each profession and carried forward from the previous year.

A minimum level of reserves for each profession is maintained in accordance with the Council's [Level of Reserves Policy](#).

To maintain appropriate operational reserves and sustain financial viability, the Council:

- budgets and forecasts prudently
- rations and prioritises resources, and
- adjusts APC fees to meet operational activities and to provide a buffer against an unknown number of competence cases, appeals or judicial reviews.

All financial tables other than Table 1 are included in Appendix 1.

The proposed budget for the financial year to 31 March 2022 will be set in the unprecedented context of the ongoing risks created by the COVID-19 pandemic, the associated financial impacts on practitioners and the requirement for all professions to maintain minimum levels of reserves.

The full impact of COVID-19 cannot be estimated at present, although the budget process has been delayed to ensure any impacts on practitioner numbers following the September APC round have been included. The delay has also allowed other oral health practitioners that did not renew their APC in the March round, due to uncertainty about their jobs during the nationwide lockdown, to secure jobs and apply for an APC since then.

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<sup>1</sup> Dentists, dental specialists, oral health therapists, dental hygienists, orthodontic auxiliaries, dental therapists, dental technicians, and clinical dental technicians.

The Council is also faced with other unquantifiable factors including rent for new premises that will be required in the future (in an evolving COVID-19 commercial rent environment) and timing for borders to open that will allow overseas practitioners to move to New Zealand.

As a result of the above the proposed budget for the financial year to 31 March 2022 aims to be fiscally responsible and utilise professional reserves when possible to reduce costs to practitioners during the COVID-19 climate as well as continue to meet obligations to the public.

### 3. Proposed 2021/22 budget

#### Overall position

The Council has budgeted for an overall deficit of \$254,664 (Table 2) in the 2021/22 year.

The proposed 2021/22 budget has been prepared to allow the Council to fulfil its regulatory functions including putting in place its new recertification programme during this period.

#### How Council allocates expenditure to the professions

Net Council expenditure is determined by the Council's income (interest earned on term deposits) less the Council's expenditure. As per last year's budget consultation, the Council allocates net Council expenditure to each profession based on the number of practitioners who hold an APC in that profession (Table 1).

Net profession expenditure that can be accurately quantified and attributed is directly allocated to specific professions.

**Table 1: Estimated APC holders by profession used for allocating net Council expenditure**

APC - Practising full fee practitioners	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	Est. 2021/22
APC - Dentists	2417	2440	2,532	2,431	2,449
APC - Therapists	425	388	368	373	351
APC - Hygienists	386	378	379	394	375
APC - Technicians & CDT	352	340	327	325	306
APC - OHTs	493	533	609	604	673
<b>Total practitioners</b>	<b>4,073</b>	<b>4,079</b>	<b>4,215</b>	<b>4,127</b>	<b>4,154</b>

#### Overview of proposed budget income and expenditure

Budgeted 2021/22 Council and profession specific expenditure is \$4,715,174 (Table 3), compared to the 2020/21 budgeted expenditure of \$4,581,024. This 3% increase is largely due to increased compliance costs and disciplinary expenditure.

Overall salaries and wage costs (including oncosts such as ACC and KiwiSaver) remain on par with budget 2020/21 at \$1,872,979 as no increases were applied in the 2020 year due to financial restraints caused by COVID-19.

Cost savings have been made in telephone and other office expenditure over 2020 by reducing the use of manual services and moving to online products, such as Zoom, wherever practicable.

Rent is expected to reduce to \$135,000 (2020/21: \$221,766) as the impact of the previously recognised onerous lease continues to be amortised. Please note that lease costs for premises in the future (from late 2021 when the current lease expires) are currently a best estimate given the presently unknown effects of COVID-19 on commercial rents.

\$255,833, or 5% of expenditure, is depreciation and amortisation as reflected in the current value of assets and the use of straight-line methodology for the new online registry and finance system (2020/21: \$315,263). Investment in capital expenditure is recovered via the capital replacement reserve (CRR) and is a component of the APC fee, however depreciation is not a component of the

APC fee. The proposed 2021/22 budget has the CRR set at \$nil per practitioner. This will reduce the impact of APC fees on practitioners (2020/21 CRR: \$25.91 and 2019/20 CRR: \$83.50 per practitioner) in the COVID-19 financial environment by using reserves previously built by the professions.

Council and its committees have budgeted costs of \$292,452 which is significantly reduced from the 2020/21 budget of \$503,363 due to a move by Council to online products, a COVID-19 initiative.

The registration and recertification standards project work in the current year, which allows for the delivery of the new recertification programme including IT changes, has been capitalised. The budgeted expenditure for 2021/22 reflects the costs of implementing the new registrant component of the recertification programme. In addition to this, a budget of \$150,000 has been included for the previously deferred cultural competence standards review, including competencies that will enable effective and respectful interaction with Māori, as required by section 118 of the Act. This project will be phased with the immediate focus on the dentists/ dental specialists profession.

The level of inquiries from practitioners (particularly dentists and the Dental Association) during the nationwide COVID-19 lockdown, and subsequently, is expected to result in unbudgeted expenditure of \$70,000 for legal fees and external advice in the current year. A budget of \$27,870 has been allowed in 2021/22 for a clinical advisory group of six practitioners to review evolving COVID-19 research and developments to ensure the Council's guidelines continue to be current and relevant.

The reduction of \$72,448 in education and accreditation costs compared to the 2020/21 budget of \$90,688 is due to no accreditation occurring in the 2021/22 financial year. The remaining budget of \$18,240 relates to monitoring of currently accredited programmes.

Recertification expenses of \$148,500 have been budgeted relating to the review of the professional competencies for the dentists/dental specialist scopes of practices. Scope of practice reviews are required under section 11 of the Act to ensure that they remain contemporary and fit for purpose.

Complaints and competence costs continue to increase each year with costs of \$417,155 anticipated in the proposed budget (2020/21: \$270,909) based on actual 2020 costs and expected new costs. Competence review processes take time and practitioners undergoing competence reviews are often required to be supervised, as a public safety mechanism, throughout the course of the process. The rising cost of supervision has added to the overall increased costs of competence reviews.

Disciplinary costs are proposed to be budgeted at \$637,300 (2020/21: \$510,766). This is a substantial increase on recent years costs based on current case estimates resulting from the complexity of the cases anticipated and the volume of patients involved. The proposed budget includes two known Dentist Health Practitioners Disciplinary Tribunal (HPDT) hearings as well as one anticipated new hearing. The discipline levy under the Act (section 131) funds both the professional conduct committee (PCC) and HPDT costs with Council policy allocating these funds to profession specific disciplinary reserves.

## Capital expenditure

Capital expenditure of \$120,000 is budgeted for in 2021/22 (2020/21: \$160,662). This includes a fiscally prudent \$100,000 for the 50% share of premises fitout with Pharmacy Council and \$20,000 for ICT replacements

As a result of the budgeted capital expenditure, and the COVID-19 financial environment, the proposed CRR APC fee is \$nil per practitioner. This will reduce the impact of APC fees on practitioners (2020/21: \$25.91 and 2019/20: \$84.10 per practitioner).

## 4. Policy – costs for inquiries and competence remediation

A core Council function is to receive information about the practice, conduct, or competence of oral health practitioners and, where appropriate, to act on that information. The costs for inquiring into notifications to Council, and the costs for taking remedial action to address deficiencies in an oral health practitioner's practice, are significant. Further, the costs are increasing and are expected to continue to increase. In this context, the Council considers that it is timely to consult stakeholders on Council's approach to such costs – including what costs should fall on the professions and what costs should be met by the individual practitioner whose practice is in question.

Notifications to Council about practitioners fall into one or more of three broad categories – that is, concerns about a practitioner's conduct, or competence, or health. The Council's current policy is that all initial inquiries into notifications about a practitioner are met by the Council – which means that the particular oral health profession bears the costs. The Council is not proposing to change this policy.

Where a notification results in a matter being referred to a Professional Conduct Committee (PCC) for investigation of a practitioner's conduct, the costs associated with the PCC's investigation are paid for out of the disciplinary fund for the relevant profession – i.e. monies collected from the disciplinary levy charged to practitioners. Where the PCC investigation results in a charge being laid before the Health Practitioners Disciplinary Tribunal, and the charge is found proven, the practitioner who has been found to have committed a professional disciplinary offence may be required to meet some or all of the costs of the PCC investigation and the Tribunal process. The Council is not proposing to change anything to do with investigations into conduct.

Notifications relating to health conditions that may impact on a practitioner's ability to perform the functions required for the practice of the profession can result in the Council requiring the practitioner to undergo examination or testing to determine the nature of any health condition and the implication for the practitioner's practice of the profession. Where this is required, the Council meets the costs of the examination or testing. The Council is not proposing to change anything to do with this process.

### *Competence reviews*

The area which the Council considers requires careful consideration relates to inquiries into a practitioner's competence. The Council's current policy, which has been in place since the introduction of the Act, is that where a Competence Review is ordered by the Council, the relevant profession bears the costs of the Competence Review (see the Council's [Competence Review policy](#)); with the individual practitioner meeting the costs of any remedial action ordered by the Council. The [Budgeting, Fee Setting and Cost Allocation policy](#) ensures these expenses are made against the profession of the individual practitioner being investigated and subsequently makes up part of the APC fee for all practitioners in that profession.

The reason for the Council's policy position is that all practitioners who hold a practising certificate are regarded to be practising at the required standard of competence. When concerns are raised, the Council is required to enquire into the practitioner's competence – with the ultimate question for the Council being whether the practitioner is practising at the required standard of competence. The Council considers that it is fair and reasonable that the costs associated with reviewing a practitioner's competence fall on the profession.

If the Council's decision is that the practitioner is practising at the required standard of competence then that will be the end of the Council's process – with no, or limited, further action required.

If the Council's decision is that the practitioner is *not* practising at the required standard of competence, then the Council must require the practitioner to do certain things to get the practitioner back to the required standard of competence. For example, the Council might require the practitioner to:



- Undertake a competence programme
- Work under supervision for a period of time
- Sit an examination or undertake an assessment

The issue is whether some or all of the costs associated with any of the remedial action that the Council might order *after* the practitioner has been found to be practising below the required standard of competence should properly fall on the individual practitioner or whether the costs should fall on the profession.

The Council's current policy is that the costs for the remedial action should fall, in their entirety, on the individual who has been found to be practising below the required standard of competence. The Council is not proposing any change to this policy position – but the Council does want to hear what practitioners think about this policy position and whether the Council has found the right balance between costs falling on the individual and costs falling on the profession.

One of the challenges that the Council has faced is that the costs associated with the remedial action ordered by the Council can be extremely high. By way of general examples:

- (a) Recent competence programmes ordered by Council and paid by individual practitioners have ranged from \$20,000 to \$100,000;
- (b) Practitioners who may require supervision might face significant costs. The most expensive scenario will be direct, one-on-one supervision by a professional colleague – which might continue for weeks or even months. The practitioner would be required to meet the costs of the supervisor's time.

#### *Consultation*

The Council seeks practitioner feedback as to whether practitioners support the continuation of the above policies on the allocation of costs as described above.

We look forward to receiving your feedback and comments on these questions:

1. Costs for inquiries and competence reviews. Do you agree that all practitioners within a profession continue to meet the costs of inquiries and competence reviews into an individual practitioner?

AND

2. Competence remediation. Do you agree that where an individual practitioner has undergone a Competence Review and the Council has found that the practitioner is not practising at the required standard of competence, the full costs associated with the practitioner undertaking the remedial action ordered by the Council should be met by the individual practitioner?

AND

3. Do you wish to make any other comment on the Council's approach to costs for inquiries and competence remediation?

## 5. Proposed fees and levies by profession

### Dentists and dental specialists

The proposed APC fee and disciplinary levy for dentists and dental specialists for the period 1 October 2021 – 30 September 2022 are as detailed in Table 5. Subject to consultation, the APC and disciplinary levy will take effect on 1 October 2021.

#### APC fee

A minimum operating reserve balance of \$845,186 (2020/21: \$1,089,719) is required to sustain the dentist and dental specialist profession. The 2020/21 operating reserve closing balance is forecasted at \$1,165,003. Therefore, the excess reserves will be refunded by \$319,817 or \$130.59 per practitioner.

The Council proposes to set the 2021/22 dentist and dental specialist APC fee at \$776.79 (Table 5). The APC fee is based on:

- Council costs and profession specific net expenditure: \$907.38, noting the previously described increased compliance costs
- resetting the minimum operational reserves: (\$130.59), and
- capital replacement contribution: \$nil.

#### Disciplinary levy

A minimum disciplinary reserve balance of \$740,000 is required to sustain the dentist and dental specialist profession. The 2020/21 forecast disciplinary reserve closing balance is \$742,882.

The Council proposes to set the dentist 2021/22 disciplinary levy at \$243.21 (Table 5), an increase of \$53.24 per practitioner compared to 2020/21. This is due to previously described increased in disciplinary costs because of estimated PCC and HPDT costs (see section 3 above).

### Oral health therapists

The proposed APC fee and disciplinary levy for oral health therapists for the period 1 April 2021 – 31 March 2022 are as detailed in Table 6. Subject to consultation, the APC and disciplinary levy will take effect on 1 April 2021.

#### APC fee

A minimum operating reserve balance of \$98,753 is required to sustain the oral health therapist profession. The 2021/22 forecast operating reserve opening balance is \$149,889 and, as a result, the excess operational reserve of \$51,136 will be refunded (\$75.98 per practitioner).

The APC fee is based on:

- Council costs and profession specific net expenditure: \$677.64
- resetting the minimum operational reserves: (\$75.98), and
- capital replacement contribution: \$nil.

The Council proposes to set the 2021/22 oral health therapist APC fee at \$601.66 (Table 6).

## Disciplinary levy

A minimum disciplinary reserve balance of \$27,000 is required to sustain the oral health therapist profession. The 2020/21 forecast disciplinary reserve closing balance is \$27,785. As a result, \$1.17 per practitioner will be returned to the profession to reset the disciplinary reserve to its minimum level.

In-year disciplinary expenditure equivalent to \$9.81 per practitioner is based on a budget of a nominal spend on PCC cases. The Council proposes an overall disciplinary levy of \$8.64 (Table 6) for the oral health therapists 2021/22 disciplinary levy.

## Dental hygienists and orthodontic auxiliaries

The proposed APC fee and disciplinary levy for dental hygienists and orthodontic auxiliaries for the period 1 April 2021 – 31 March 2022 are as detailed in Table 7. Subject to consultation, the APC and disciplinary levy will take effect on 1 April 2021.

### APC fee

The operating reserve minimum balance will be set at \$38,309 in 2021/22 as per the reserves policy. The 2020/21 operating reserve closing balance is forecast at a deficit of \$42,883. This is due to inadequate reserves balance being carried forward from 2019/20, as described in the [Council's 2020/21 proposed budget and fees consultation document](#) and lower than consulted fees being levied in 2020/21. As a result, the operational reserve requires top up funding of \$81,192.

The APC fee is based on:

- Council costs and profession specific net expenditure: \$694.52
- resetting the minimum operational reserves: \$216.51, and
- capital replacement contribution: \$nil.

The Council proposes to set the 2021/22 dental hygienists and orthodontic auxiliaries APC fee at \$911.03 (Table 7).

## Disciplinary levy

A minimum disciplinary reserve balance of \$27,000 is required to sustain the dental hygienist and orthodontic auxiliary profession. The forecast 2020/21 disciplinary reserve closing balance is \$36,561. Therefore \$25.50 per practitioner is proposed to be returned to the profession. Budgeted 2021/22 disciplinary expenditure equivalent to \$12.27 per practitioner is based on a nominal low complexity PCC case.

The Council proposes a total disciplinary levy refund of \$13.23 (Table 7) for the dental hygienist and orthodontic auxiliary 2021/22 disciplinary levy.

## Dental therapists

The proposed APC fee and disciplinary levy for dental therapists for the period 1 April 2021 – 31 March 2022 are as detailed in Table 8. Subject to consultation, the APC and disciplinary levy will take effect on 1 April 2021.

### APC fee

A minimum operating reserve balance of \$35,858 is required to sustain the dental therapist profession. The 2020/21 forecast closing operating reserve balance is overdrawn by \$184,965, due to a greater than budgeted decline in practising dental therapist numbers in 2020 and prior years as

noted previously and only partially recovered in 2020/21 as per the previous year budget consultation paper. In addition \$60,000 of unexpected charges from a District Health Board was allocated to the profession for extended supervision of one of their dental therapist staff to ensure public safety. This equates to over \$160 of unplanned 2020 spend per practitioner. Therefore, a contribution of \$220,823 is required to return the operating reserve to its minimum level.

The APC fee is based on:

- Council costs and profession specific net expenditure: \$789.44
- resetting the minimum operational reserves: \$629.13, and
- capital replacement contribution: \$nil

The Council proposes to set the 2021/22 dental therapist APC fee at \$1,553.10 (Table 8).

### **Disciplinary levy**

A minimum disciplinary reserve balance of \$27,000 is required to sustain the dental therapist profession. The forecast 2020/21 disciplinary reserve closing balance is \$778. Therefore \$26,222 (\$74.71 per practitioner) is required to top-up the disciplinary reserve as required by the Council's [Level of Reserves Policy](#). Budgeted 2021/22 disciplinary expenditure of \$21,000 provides for spend on PCC cases similar to that of recent years.

The Council proposes an overall disciplinary levy of \$134.54 (Table 8) for the dental therapists 2021/22 disciplinary levy.

## **Dental technicians and clinical dental technicians**

The proposed APC fee and disciplinary levy for dental technicians and clinical dental technicians for the period 1 April 2021 – 31 March 2022 are as detailed in Table 9. Subject to consultation, the APC and disciplinary levy will take effect on 1 April 2021.

### **APC fee**

A minimum operating reserve balance of \$31,260 is required to sustain the dental technician and clinical dental technician professions. The forecast 2020/21 operating reserve closing balance is a deficit of \$57,301 largely due to significantly decreased 2020 practitioner numbers when compared with those anticipated in the 2020/21 budget process (Table 1). As a result, an additional \$88,561 is required to return the operating reserve to its minimum prescribed level.

The proposed APC fee of \$1,015.84 is based on:

- Council costs and profession specific net expenditure: \$726.42
- resetting the minimum operational reserves: \$289.42, and
- capital replacement contribution: \$nil

### **Disciplinary levy**

A minimum disciplinary reserve balance of \$27,000 is required to sustain the dental technician and clinical dental technician profession. The forecast 2020/21 disciplinary reserve closing balance is \$58,448. As a result, \$31,448 will be refunded to practitioners. Proposed 2021/22 disciplinary expenditure equivalent to \$21.57 per practitioner is based on a budget of one low complexity PCC case.

The Council proposes an overall refund of \$81.20 (Table 9) for the dental technician and clinical dental technician 2021/22 disciplinary levy.

## 6. Adjustments to other fees

As recommended in [section 2.23 of the Office of the Auditor General's Principles for Setting Fees](#), the Council has undertaken a comprehensive review of its other fees in 2020 to ensure they remain appropriate, valid and relevant. As a result of this review, the Council proposes the following fee changes:

1. An increase to retention fees of \$50 per practitioner (2021/22 proposed retention fee is \$166.91), intended to reflect direct IT costs incurred by practitioners not previously factored in. Given that approximately 65% of practitioners on retention are based overseas it is expected that the majority of this increased cost will affect overseas based practitioners.
2. The removal of the fees set for NZDTREX, NZDHREX, NZDOHTREX and NZDTechREX Examinations candidates where an exam has **5+ candidates**. Over the past few years only 1-3 candidates sat the exam. The fee for 1-5 candidates sitting the NZDTREX, NZDHREX, NZDOHTREX and NZDTechREX Examinations remains.
3. Administration fees are to be a minimum of one hour of secretariat time to reflect direct costs for this service and a share of IT system overhead costs now that all services are online.
4. Supervision, Oversight, Competence/Recertification programme cost reimbursements from practitioners' fees description will be expanded and may include a price range.
5. Secretariat overhead is proposed to be amended to \$76.45 (2020/21: \$63.70). On charging of secretariat overhead occurs for cases charged to practitioners for remediation.
6. An accreditation monitoring fee is introduced on a full cost recovery basis for educational programmes that have accreditation conditions placed on them. This fee is payable by the educational institution until such time as the condition is lifted which can span multiple years.
7. A proposed increase of \$2,200 for overseas applicants with non-prescribed qualifications for a change in process to strengthen the rigour of review to determine equivalence including:
  - the introduction of a second assessor for general scopes
  - an interview with the applicant
  - review of case examples by the assessors across the scope of practice

If Council proposes to decline the application, applicants are making further submissions to Council and therefore there is a cost increase associated with Council's consideration of submissions.

8. The Council proposes to increase all other fees by the Consumer Price Index (CPI) of 2.0% as sourced from the [Reserve Bank Monetary Policy Statement May 2019](#).
9. In order that Council can be more transparent to practitioners Council proposes that, subject to the outcome of the consultation process, the Dental Councils fees notice annotation of notes, note 2, be extended as detailed in Appendix 3.

## 7. Feedback and submissions

The Council invites all practitioners and other individuals or organisations with an interest in this proposal to comment. We welcome and value all submissions, but please note, multiple, identical submissions do not carry any more weight than a single submission.

The consultation document will also be available on our website for feedback from any interested member or sector of the public.

The Council will consider all submissions and feedback received prior to making a final decision on the draft 2021/22 budget and proposed fees outlined in this document.

The Council will give effect to any change in APC fees and disciplinary levies by placing a notice in the New Zealand Gazette.

All submissions received and the name of the submitter will be published on our website and will remain publicly available. Published submissions from individuals will include your name and your profession, if you are a registered health practitioner. All other personal and contact details will be removed.

We will not publish any submissions we consider derogatory or inflammatory.

As this is a public consultation, "in confidence" information will only be accepted under special circumstances. Please contact us before submitting material in confidence.

Your submissions must reach us by **5pm on Friday 15 January 2021**.

Please send your submissions to:

Dental Council  
PO Box 10-448  
Wellington 6143  
Email: [consultations@dcnz.org.nz](mailto:consultations@dcnz.org.nz)

Yours sincerely,



Marie Warner  
Chief Executive

## Appendix 1: 2021/22 proposed budget

**Table 2: Consolidated Dental Council surplus / (deficit)**

Dental Council financial performance	2021/22	2020/21	2019/20
\$	Draft Budget	Budget	Actual
<b>Summary</b>			
Total Council operating income	3,841,664	3,816,503	4,349,395
Total Council disciplinary income	618,846	576,348	328,973
<b>Total Council income</b>	<b>4,460,510</b>	<b>4,392,851</b>	<b>4,678,368</b>
Total Council operating expenditure	4,077,874	4,070,258	4,451,151
Total Council disciplinary expenditure	637,300	510,766	330,057
<b>Total Council expenditure</b>	<b>4,715,174</b>	<b>4,581,024</b>	<b>4,781,208</b>
<b>Total Council surplus / (deficit)</b>	<b>(254,664)</b>	<b>(188,173)</b>	<b>(102,841)</b>

**Table 3: Council expenditure prior to allocation to the professions**

<b>Dental Council Expenditure prior to allocation to the professions</b>			
<b>For the period ended</b>	<b>31 March 2022</b>	<b>31 March 2021</b>	<b>31 March 2020</b>
	<b>Proposed Budget</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Administration expenses</b>			
Salaries	1,773,709	1,788,921	1,580,070
Staff welfare, training, ACC levies and recruitment	99,270	83,953	361,436
Telephone call charges and services	21,240	27,668	22,944
Photocopying, printing, postage and couriers	21,000	31,800	28,603
Doubtful debts/(doubtful debts recovered)	-	-	63,604
Office expenses	35,000	35,124	43,116
Publications and media monitoring	12,000	1,300	11,444
Audit fees	18,000	16,178	16,000
Advertising	1,500	1,500	1,616
Rent and building outgoings	135,000	221,766	375,776
Insurance	63,000	58,603	55,734
Bank charges	49,000	48,588	49,922
Legal	11,200	10,000	19,765
Finance	-	-	22,824
Professional Fees	30,000	10,000	77,742
Amortisation and Depreciation	252,833	315,263	212,089
Loss on disposal of assets	3,000	-	3,243
<b>Total administration expenses</b>	<b>2,525,752</b>	<b>2,650,664</b>	<b>2,945,927</b>
<b>Council project and profession expenses</b>			
Dental Council and ARM - fees and expenses	292,452	503,363	300,504
Information technology	170,400	153,347	150,863
New Zealand and international liaison	83,149	91,073	118,113
Strategic and organisational planning - projects	163,156	164,656	50,197
Registration and recertification standards	177,600	82,000	293,361
COVID-19	27,870	-	-
Scopes of practise	-	-	1,662
Policy	-	-	13,333
Quality assurance	-	-	9,538
Communications - stakeholders	-	-	8,663
Workforce data analysis	13,500	13,250	(740)
Medical Emergencies	-	22,445	9,170
NZ Conditions Of Practice	-	-	7,397
Professional Working Relationships	-	-	8,481
Advertising	-	-	1,524
Education and accreditation	18,240	90,688	174,719
Examinations	10,500	10,000	42,558
Registration	30,400	5,500	20,215
Recertification	148,500	30,864	12,255
Complaints	142,055	97,690	112,505
Fitness to practise	4,000	4,199	7,798
Competence assessments and reviews	275,100	173,219	176,415
Operational - overhead recoveries	(4,800)	(22,700)	(13,307)
Discipline - sundry expenses	4,800	22,700	13,307
Discipline - professional conduct committees	157,500	108,705	147,482
Discipline - Health Practitioners Disciplinary Tribunal	455,000	369,361	158,307
Discipline - disciplinary case appeals	20,000	10,000	10,962
<b>Total Council project and profession expenses</b>	<b>2,189,422</b>	<b>1,930,360</b>	<b>1,835,281</b>
<b>Total expenditure</b>	<b>4,715,174</b>	<b>4,581,024</b>	<b>4,781,208</b>



**Table 4: Budgeted operating surplus / (deficit) by profession**

2021/22 Budgeted Surplus / (Deficit) by Profession Prior to Allocation	Council	Dentists	Hygienists	Therapists	Technicians	Oral Health Therapists	Total
<b>Income</b>							
From Recertification (APC Fees)	-	1,902,347	341,637	497,918	310,846	404,916	3,457,664
From Capital Replacement (APC Fees)	-	-	-	-	-	-	-
From Discipline Fees	-	595,618	(4,961)	47,222	(24,848)	5,815	618,846
From Other Activities	20,500	272,000	20,890	13,080	12,890	44,640	384,000
<b>Total Income</b>	<b>20,500</b>	<b>2,769,965</b>	<b>357,566</b>	<b>558,220</b>	<b>298,888</b>	<b>455,371</b>	<b>4,460,510</b>
<b>Expenditure</b>							
General administration (Secretariat)	2,440,319	-	-	-	-	-	2,440,319
Council depreciation and amortisation	255,833						255,833
Council ongoing workstreams	447,609	-	-	-	-	-	447,609
Council strategic expenditure	163,156	-	-	-	-	-	163,156
Profession ongoing operational workstreams	-	707,477	7,750	34,100	11,930	9,700	770,957
Profession ongoing discipline workstreams	-	598,500	4,600	21,000	6,600	6,600	637,300
Profession project expenditure							-
<b>Total Council Expenditure</b>	<b>3,306,917</b>	<b>1,305,977</b>	<b>12,350</b>	<b>55,100</b>	<b>18,530</b>	<b>16,300</b>	<b>4,715,174</b>
<b>Net surplus (deficit)</b>	<b>(3,286,417)</b>	<b>1,463,988</b>	<b>345,216</b>	<b>503,120</b>	<b>280,358</b>	<b>439,071</b>	<b>(254,664)</b>
<b>Allocation</b>		<b>59.0%</b>	<b>9.0%</b>	<b>8.4%</b>	<b>7.4%</b>	<b>16.2%</b>	<b>100.0%</b>
<b>Income</b>							
From Recertification (APC Fees)	-	1,902,347.00	341,636.91	497,917.88	310,845.79	404,916.43	3,457,664
From Capital Replacement (APC Fees)	-	-	-	-	-	-	-
From Discipline Fees	-	595,618.49	(4,961.00)	47,221.80	(24,848.00)	5,815.00	618,846
From Other Activities		284,085.82	22,740.63	14,812.19	14,400.11	47,961.26	384,000
<b>Total Income</b>	<b>0</b>	<b>2,782,051</b>	<b>359,417</b>	<b>559,952</b>	<b>300,398</b>	<b>458,693</b>	<b>4,460,510</b>
<b>Expenditure</b>							
General administration (Secretariat)		1,438,695.53	220,298.42	206,199.32	179,763.51	395,362.23	2,440,319
Council depreciation and amortisation		150,826.92	23,095.18	21,617.09	18,845.67	41,448.15	255,833
Council ongoing workstreams		263,888.89	40,407.65	37,821.56	32,972.64	72,518.26	447,609
Council strategic expenditure		96,188.99	14,728.82	13,786.17	12,018.71	26,433.31	163,156
Profession ongoing operational workstreams	-	707,477.00	7,750.00	34,100.00	11,930.00	9,700.00	770,957
Profession ongoing discipline workstreams	-	598,500.00	4,600.00	21,000.00	6,600.00	6,600.00	637,300
Profession project expenditure	-	-	-	-	-	-	-
<b>Total Council Expenditure</b>	<b>0</b>	<b>3,255,577</b>	<b>310,880</b>	<b>334,524</b>	<b>262,131</b>	<b>552,062</b>	<b>4,715,174</b>
<b>Net surplus (deficit)</b>	<b>0</b>	<b>(473,526)</b>	<b>48,536</b>	<b>225,428</b>	<b>38,267</b>	<b>(93,369)</b>	<b>(254,664)</b>

**Table 5: Proposed 2021/22 APC fee and disciplinary levy for dentists and dental specialists**

Proposed APC fee and disciplinary levy	2018/19	2019/20	2020/21	2021/22
	Actual	Actual	Actual	Proposed
APC Fee	826.54	855.15	741.20	907.38
Capital replacement reserve	84.71	84.10	25.91	-
Minimum reserve top-up / (refund)	(26.67)	(64.82)	16.98	(130.59)
<b>Total APC fee</b>	<b>884.58</b>	<b>874.43</b>	<b>784.09</b>	<b>776.79</b>
Disciplinary levy	166.61	190.55	189.97	244.39
Minimum reserve top-up / (refund)	(79.92)	(43.82)	-	(1.18)
<b>Total disciplinary levy</b>	<b>86.69</b>	<b>146.73</b>	<b>189.97</b>	<b>243.21</b>
<b>Total proposed APC fee and disciplinary levy excl GST</b>	<b>971.27</b>	<b>1,021.16</b>	<b>974.06</b>	<b>1,019.99</b>
GST	145.69	153.17	146.11	153.00
<b>Total Proposed APC fee and disciplinary levy incl GST</b>	<b>1,116.96</b>	<b>1,174.33</b>	<b>1,120.17</b>	<b>1,172.99</b>

**Table 6: Proposed 2021/22 APC fee and disciplinary levy for oral health therapists**

Proposed APC fee and disciplinary levy	2018/19	2019/20	2020/21	2021/22
	Actual	Actual	Actual	Proposed
APC fee	476.07	710.64	675.22	677.64
Capital replacement reserve	84.71	84.10	25.91	-
Minimum reserve top-up / (refund)	103.07	(42.65)	38.32	(75.98)
<b>Total APC fee</b>	<b>663.85</b>	<b>752.09</b>	<b>739.45</b>	<b>601.66</b>
Disciplinary levy	21.03	12.76	11.38	9.81
Minimum reserve top-up / (refund)	133.16	(114.01)	(30.58)	(1.17)
<b>Total disciplinary levy</b>	<b>154.19</b>	<b>(101.25)</b>	<b>(19.20)</b>	<b>8.64</b>
<b>Total proposed APC fee and disciplinary levy excl GST</b>	<b>818.04</b>	<b>650.84</b>	<b>720.25</b>	<b>610.30</b>
GST	122.71	97.63	108.04	91.54
<b>Total proposed APC fee and disciplinary levy incl GST</b>	<b>940.75</b>	<b>748.47</b>	<b>828.29</b>	<b>701.84</b>

**Table 7: Proposed 2021/22 APC fee and disciplinary levy for dental hygienists and orthodontic auxiliaries**

Proposed APC fee and disciplinary levy	2018/19	2019/20	2020/21	2021/22
	Actual	Actual	Actual	Proposed
APC fee	488.28	419.03	629.59	694.52
Capital replacement reserve	84.71	84.10	25.91	-
Minimum reserve top-up / (refund)	37.95	233.65	81.62	216.51
<b>Total APC fee</b>	<b>610.94</b>	<b>736.78</b>	<b>737.12</b>	<b>911.03</b>
Disciplinary levy	14.44	15.72	13.70	12.27
Minimum reserve top-up / (refund)	110.73	(14.61)	(2.84)	(25.50)
<b>Total disciplinary levy</b>	<b>125.17</b>	<b>1.11</b>	<b>10.86</b>	<b>(13.23)</b>
<b>Total proposed APC fee and disciplinary levy excl GST</b>	<b>736.11</b>	<b>737.89</b>	<b>747.98</b>	<b>897.80</b>
GST	110.42	110.68	112.20	134.67
<b>Total proposed APC fee and disciplinary levy incl GST</b>	<b>846.53</b>	<b>848.57</b>	<b>860.18</b>	<b>1,032.47</b>

**Table 8: Proposed 2021/22 APC fee and disciplinary levy for dental therapists**

Proposed APC fee and disciplinary levy	2018/19	2019/20	2020/21	2021/22
	Actual	Actual	Actual	Proposed
APC Fee	537.54	524.78	787.12	789.44
Capital replacement reserve	84.71	84.10	25.91	-
Minimum reserve top-up / (refund)	82.35	233.56	54.29	629.13
<b>Total APC fee</b>	<b>704.60</b>	<b>842.44</b>	<b>867.32</b>	<b>1,418.57</b>
Disciplinary levy	7.35	12.88	18.50	59.83
Minimum reserve top-up / (refund)	82.72	(59.34)	18.68	74.71
<b>Total disciplinary levy</b>	<b>90.07</b>	<b>(46.46)</b>	<b>37.18</b>	<b>134.54</b>
<b>Total proposed APC fee and disciplinary levy excl GST</b>	<b>794.67</b>	<b>795.98</b>	<b>904.50</b>	<b>1,553.10</b>
GST	119.20	119.40	135.68	232.97
<b>Total proposed APC fee and disciplinary levy incl GST</b>	<b>913.87</b>	<b>915.38</b>	<b>1,040.18</b>	<b>1,786.07</b>

**Table 9: Proposed 2021/22 APC fee and disciplinary levy for dental technicians and clinical dental technicians**

<b>Proposed APC fee and Disciplinary Levy</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Proposed</b>
APC fee	590.25	606.30	756.86	726.42
Capital replacement reserve	84.71	84.10	25.91	-
Minimum reserve top-up / (refund)	(36.73)	(35.42)	58.55	289.42
<b>Total APC fee</b>	<b>638.23</b>	<b>654.98</b>	<b>841.32</b>	<b>1,015.84</b>
Disciplinary levy	29.67	20.10	65.33	21.57
Minimum reserve top-up / (refund)	69.91	53.85	-	(102.77)
<b>Total disciplinary levy</b>	<b>99.58</b>	<b>73.95</b>	<b>65.33</b>	<b>(81.20)</b>
<b>Total proposed APC fee and disciplinary levy excl GST</b>	<b>737.81</b>	<b>728.93</b>	<b>906.65</b>	<b>934.63</b>
GST	110.67	109.34	136.00	140.19
<b>Total proposed APC fee and disciplinary levy incl GST</b>	<b>848.48</b>	<b>838.27</b>	<b>1,042.65</b>	<b>1,074.83</b>

## Appendix 2: Other 2021/22 proposed fees (excluding GST)

Fee	Current fee \$	Proposed fee \$
<b>Registration and Retention Fees</b>		
Application fee to transfer from non-practising to practising status, where application is subject to Council's recency of practice policy	296.47	302.41
Application for registration fee (New Zealand and Trans-Tasman Mutual Recognition applicants)	494.11	503.99
Application for registration for overseas applicant with prescribed qualifications and experience	1,235.30	1,260.01
Application for registration for applicant with non-prescribed qualifications and experience to be registered under section 15(2) of the Act for dentists, hygienists, therapists, clinical dental technicians, dental technicians, orthodontic auxiliaries	3,728.63	5,928.63
Application for registration for applicant with non-prescribed specialist qualifications and experience to be registered under section 15(2) of the Act for dental specialists	4,753.92	6,953.92
Resubmission of application for assessment of non-prescribed qualifications and experience to be registered under section 15(2) of the Act	2,902.28	2,960.32
Application for removal of an exclusion(s) on the scope of practice after completion of a Dental Council approved course	271.75	277.18
Application for removal of an exclusion(s) on the scope of practice after completion of a course not approved by the Dental Council	494.11	503.99
Application for registration with a prescribed qualification in an additional scope of practice	494.11	503.99
Application for registration with a non-prescribed qualification in an additional scope of practice	763.93	779.21
Application to undertake supervised activities for orthodontic auxiliaries while undertaking an approved training course.	98.81	100.78
Retention on the Register fee	116.91	166.91
Application for restoration to the Register	494.11	503.99
<b>Examination Fees</b>		
NZDHREX - written examination where there is less than a total of 5 candidates sitting the same examination	3,322.97	3,389.44
<del>NZDHREX - written examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>2,727.34</del>	
NZDHREX - clinical examination where there is less than a total of 5 candidates sitting the same examination)	5,143.26	5,246.13
<del>NZDHREX - clinical examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>4,595.36</del>	
The New Zealand Dental Therapy Registration Examination		
NZDTREX - written examination where there is less than a total of 5 candidates sitting the same examination	3,322.97	3,389.44
<del>NZDTREX - written examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>2,727.34</del>	
NZDTREX - clinical examination where there is less than a total of 5 candidates sitting the same examination	5,143.26	5,246.13
<del>NZDTREX - clinical examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>4,595.36</del>	
The New Zealand Oral Health Therapy Registration Examination		
NZDOHTREX - written examination where there is less than a total of 5 candidates sitting the same examination	3,322.97	3,389.44

<b>Fee</b>	<b>Current fee \$</b>	<b>Proposed fee \$</b>
<del>NZDOHTREX – written examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>2,727.31</del>	
NZDOHTREX - clinical examination where there is less than a total of 5 candidates sitting the same examination	5,143.26	5,246.13
<del>NZDOHTREX – clinical examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>4,595.36</del>	
NZDTechREX - Combined Examination where there is less than a total of 5 candidates sitting the same examination	4,108.48	4,190.66
<del>NZDTechREX – Combined Examination where there is a total of 5 or more candidates sitting the same examination</del>	<del>3,462.78</del>	
New Zealand Dental Specialist Registration Examination	19,395.84	19,783.77
<b>Programme fees</b> <sup>1,2,3</sup>		
Supervision <sup>1,2,3</sup> (12-month programme)	6,363.31	Cost recovery
Oversight <sup>1,2,3</sup> (12-month programme)	4,129.17	4,211.77
Competence/Recertification Programme: <sup>1,2,3</sup>		Cost recovery
Distance learning - per module	3,198.28	3,262.26
Clinical training - per practice area of training	5,473.55	5,583.04
<b>Health programme fees</b> <sup>1,2,3</sup>		
Drug and alcohol screening programme, set up and administration <sup>1,2,3</sup>		
Set-up and administration for the first 12 months	904.40	922.50
Administration fee for each 12-month period thereafter	452.19	461.24
Third party testing - fee per test	129.90	132.50
<sup>1</sup> Fee will be adjusted for any specific requirements of the individual programme and 3rd party costings at the time the programme is established.		
<sup>2</sup> The practitioner will be charged direct professional fees and travel and accommodation expenses for supervisors, those providing oversight, tutors, course administrators etc. These expenses will be charged on an actual and reasonable basis in accordance with the Dental Council's fees and payments and expenditure decisions and probity policies. Course materials, venue costs and administration expenses such as printing and postage will also be charged based on actual costs.		
<sup>3</sup> The practitioner will be charged for secretariat administrative overheads at \$76.45 an hour.		
<b>Education fees</b>		
Application for “removal of exclusion” course approval by providers <u>who do provide training</u> as part of a primary Dental Council accredited qualification	1,879.98	1,917.59
Application for “removal of exclusion” course approval by providers <u>who do not provide training</u> as part of a primary Dental Council accredited qualification	4,073.35	4,154.83
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice for course providers <u>who do provide training</u> as part of a primary Dental Council accredited qualification	3,655.28	3,728.40

<b>Fee</b>	<b>Current fee \$</b>	<b>Proposed fee \$</b>
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice for course providers <u>who do not provide training</u> as part of a primary Dental Council accredited qualification.	6,400.26	6,528.27
Accreditation of Educational Programmes charged on principle of full cost recovery for direct expenses associated with accreditation reviews, for activities undertaken by the site evaluation team, governance decision making processes and secretariat administrative overheads. These costs could include professional fees, travel, accommodation, teleconference meetings, printing and postage etc. The invoice will be generated at the end of the accreditation review process, regardless of the outcome of the review.	-	Cost recovery
Accreditation Monitoring of Educational Programmes charged on principle of full cost recovery for direct expenses associated with accreditation monitoring of conditions placed on programmes, when accreditation standards are not fully met. These charges could relate to the activities undertaken by the site evaluation team, potential site visit, governance decision making processes and secretariat administrative overheads. These costs could include professional fees, travel, accommodation, teleconference meetings, printing and postage etc. The invoice will be generated at the end of the monitoring period, but at least annually if monitoring spans multiple financial years.	-	Cost recovery
<b>Other fees</b>		
Administration fee	41.52	76.45
Application for additional registration advice	494.11	503.99
Secretariat overhead administration fee	63.70	76.45
Supply of certificate of good standing	98.81	100.78
Supply of replacement registration certificate or any other certificate	98.81	100.78
Supply of electronic copy of Register	216.49	220.82

## Appendix 3: Other 2021/22 proposed fees annotation note change

At present the Council gazettes its fees via the 2020 Dental Council gazette notice and displays on its website (<https://www.dcnz.org.nz/resources-and-publications/resources/fees>) the fees to be paid that year. The Council current gazette page 4 Annotation of Notes states:

### **Professional standards and Health programme fees – Annotation of notes**

1 Fee will be adjusted for any specific requirements of the individual programme, third party costings and Dental Council secretariat administrative overheads, at the time the programme is established.

2. The practitioner will be charged direct professional fees and travel and accommodation expenses for supervisors, those providing oversight, tutors, course administrators etc. These expenses will be charged on an actual and reasonable basis in accordance with the Dental Council fees and payments and expenditure decisions and probity policies. Course materials, venue costs and administration expenses such as printing and postage will be also be charged based on actual costs.

3. The practitioner will be charged for secretariat administrative overheads at \$62.45 an hour.

In order that Council can be more transparent to practitioners the Secretariat proposes that, subject to the outcome of the consultation process, the Dental Councils fees notice annotation of notes, note 2, be extended as follows below and also include a price range reference:

“2. The practitioner will be charged direct professional fees and travel and accommodation expenses for supervisors, those providing oversight, tutors, course administrators etc. These expenses will be charged on an actual and reasonable basis in accordance with the Dental Council fees and payments and expenditure decisions and probity policies. Course materials, venue costs and administration expenses such as printing and postage will be also be charged based on actual costs.

#### Competence programme:

The fees payable by a practitioner who is required to undertake a competence programme set or recognised by the Council under section 40 of the Act will be an amount that is sufficient to reimburse the Council for all costs and expenses actually and reasonably incurred by the Council in relation to the competence programme that applies to the practitioner. Such costs and expenses may include, without limitation:

- a) fees for service providers engaged by the Council in relation to the competence programme;
- b) travel, accommodation, and travel-related costs incurred in connection with site visits;
- c) administration expenses for Council administration, teleconference meetings, printing, postage, and communications.

Fees payable will be adjusted for the specific requirements of the individual competence programme and can range depending on the level of education required to bring a practitioner up to the required standard of competence.

#### Recertification programme:

The fees payable by a practitioner who is required to undertake an individual recertification programme set or recognised by the Council under section 41 of the Act will be an amount that is sufficient to reimburse the Council for all costs and expenses actually and reasonably incurred by the Council in relation to the competence programme that applies to the practitioner. Such costs and expenses may include, without limitation:

- a) fees for service providers engaged by the Council in relation to the competence programme;
- b) travel, accommodation, and travel-related costs incurred in connection with site visits;



- c) *administration expenses for Council administration, teleconference meetings, printing, postage, and communications.*

*Fees payable will be adjusted for the specific requirements of the individual recertification programme and can range depending on the level of education required to bring a practitioner up to the required standard of competence.*

*Supervision:*

*The fees payable by a practitioner who is the subject of a condition included in the practitioner's scope of practice requiring the practitioner to practise subject to the supervision of 1 or more nominated health practitioners or health practitioners of a stated class will be an amount that is sufficient to reimburse the Council for all costs and expenses actually and reasonably incurred by the Council in relation to the supervision of the practitioner. Such costs and expenses may include, without limitation:*

- a) *fees for persons engaged by the Council to provide supervision;*
- b) *travel, accommodation, and travel-related costs incurred in connection with site visits;*
- c) *administration expenses for Council administration, teleconference meetings, printing, postage, and communications.*

*Fees payable will be adjusted for the specific requirements of the supervision that can range depending on the duration of supervision required for the practitioner to be meet the required standard of competence."*