

Case requirements for the individual assessment of qualifications, training and experience in general scopes of practice

Important information

- Carefully select the cases you present. Ensure they represent **your** work, and fall within the Council's defined general scope of practice in which you are applying for registration.
- We strongly recommend a maximum of 1,500 words per case. The minimum number of cases are defined – do not submit more than two cases above the minimum.
- Please ensure you remove features, images and information that identify any patients from all cases (e.g black-out eyes and distinct markings, names or initials etc). Obtain patient consent, where relevant.
- Recent cases are those where treatment started during the last three years.
- Cases must be submitted online, as part of your registration application. A separate document per case is recommended to manage the upload size. We suggest you include a cover note with a reference table listing the cases you submit, and the clinical and other criteria covered by each case (refer to criteria at each section for the relevant scope of practice).
- If you have any questions, please [contact us](#).

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Case requirements

Who needs to submit cases?

Applicants who have gained their qualification(s) submitted for individual assessment, longer than 12 months ago **must** submit cases.

New or recent graduates (qualifications gained within 12 months of your completed application form being submitted, supporting information provided and fee paid), may choose to supplement their application with cases – but it is not mandatory. For those who choose to voluntarily submit cases, these will be considered as part of the assessment.

Number and type of cases

Each section contains a table that details:

- the minimum number of cases to be submitted for the relevant scope of practice in which you want to apply
- the clinical areas, patient range and other criteria that must be covered.

A single case can cover multiple clinical areas. Each of the 'other criteria' must be represented in at least one case but can be represented in more than one case.

The clinical areas represent those expected of a new graduate in the respective profession.

Your cases should represent the patients you see typically in your practice. If you cannot provide a recent case in a specific area, then in your cover note clearly indicate that and explain why not. The absence of a case that covers a particular clinical area does not in itself mean that your application will not be successful - but will inform the consideration of your application.

Further, you must cover each of the patient characteristics listed in the table, at least once through the cases you submit. Include a mapping cover note with your cases to demonstrate that you have covered all of the case requirements, and to list which case example(s) you present against which case requirement.

Guidance

The case requirements are followed by guidance to help you understand which clinical activities might be included in the various clinical areas.

We have prepared templates on how you may wish to present your clinical cases:

- [Template for clinical cases](#)
- [Template for dental technology cases](#)
- [Template for cover note - case mapping against the various case criteria.](#)

You can choose how to present your cases. If you do not use the provided template, make sure you cover all the areas listed in the template (at the end of this document) to provide the assessors with sufficient details on the cases, to enable the assessors to complete the necessary assessments.

General dental practice

Cases to be submitted

Your cases should represent the patients you see typically in your practice. It is expected for general dental practice most of your cases will be adult patients. Further, you must cover each of the specific patient characteristics listed in the table, at least once through the cases you submit.

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least 1 case.	Other criteria to be represented in at least 1 case
General dental practice	10	<ul style="list-style-type: none"> Preventive care Periodontal management Restorative care Prosthodontics Non-surgical root canal therapy Tooth extraction or minor oral surgery Orthodontics Management of conditions of the oral soft tissues and jaws Paediatrics Design of dental appliances Pain management Prescribing 	<ul style="list-style-type: none"> Medically complex Dentally complex Child (younger than 13 years of age) Adolescent (younger than 18 years of age) Elderly patient 	<ul style="list-style-type: none"> Referral to another oral health practitioner and/or medical practitioner Care provided was required as a result of dental trauma Multi-disciplinary approach to care was involved (within the dental team or other health professionals) Where consideration to meet a patient's specific cultural needs can be demonstrated Where an ethical or professional dilemma occurred, that required particular consideration and careful management Management of unintended or unexpected outcome

Guidance - Explanation of clinical areas for general dental practice

Specific clinical areas are explained below to help you understand which clinical activities might be included in each one.

There is no expectation that all the activities listed in each clinical area will be covered across the cases you submit.

Preventive care includes:	<ul style="list-style-type: none"> Providing preventive advice for oral health Carrying out procedures to prevent gingivitis, periodontitis, or peri-implant diseases - removing supra-and subgingival hard and soft deposits from natural teeth and implants Carrying out procedures to prevent dental caries, including fissure sealants and prescribing and/or applying fluoride
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Periodontal management includes:	<ul style="list-style-type: none"> • Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Restorative care includes:	<ul style="list-style-type: none"> • Managing conditions and disease affecting the teeth, including dental caries, non-carious tooth tissue loss, tooth abnormalities and aesthetic problems (including operative and non-operative interventions) • Prioritising use of techniques that conserve tooth structure and preserve pulp vitality to restore form and function • Providing direct restorations
Prosthetic care includes:	<ul style="list-style-type: none"> • Providing indirect fixed restorations and prosthesis and removable prostheses (including implant supported prostheses) that are appropriate for the nature and extent of rehabilitation of the teeth and dental arches and in the best interests of the patient, considering immediate and long- term outcomes of care
Non-surgical root canal therapy includes:	<ul style="list-style-type: none"> • Non-surgical root canal therapy for single and multi-rooted teeth
Extraction or minor oral surgery	Further explanation not needed
Orthodontics includes:	<ul style="list-style-type: none"> • Assessing the development of normal occlusion and identifying any developing malocclusion. • Collecting and interpreting orthodontic chief complaint, history information, pre-treatment study models, clinical records including extra-oral and intra-oral photographs, and radiographic findings. • Identifying the need for simple interceptive orthodontics (not requiring tooth bodily movement or arch expansion) that could be performed independently, as well as recognise cases that would require referral to a specialist orthodontist. • Perform simple tooth movement by providing removable orthodontic appliances and provide space maintenance when indicated.
Management of conditions of the oral soft tissues and jaws includes:	<ul style="list-style-type: none"> • Provisional diagnosis of oral soft and hard tissue pathology and conditions (covered to the extent possible within your practice) • Managing patients with orofacial pain and/or dysfunction, including headache, TMJ disorders, and neuropathic pain disorders (covered to the extent possible within your practice)
Paediatrics	<ul style="list-style-type: none"> • Further explanation not needed
Design of dental appliances	<ul style="list-style-type: none"> • Further explanation not needed
Pain management includes:	<ul style="list-style-type: none"> • Using local anaesthesia appropriately, safely, and effectively

Prescribing includes:	<ul style="list-style-type: none">• Selecting and prescribing/ administering medicines and drugs to manage pain, infection, and anxiety – commensurate with your education and training and in accordance with legal and regulatory requirements
Management of unintended or unexpected outcome of initial plan for care includes:	<ul style="list-style-type: none">• Further explanation not needed

Oral health therapy practice

Cases to be submitted

Your cases should represent the patients you see typically in your practice. It is expected for oral health therapy practice that your cases will include adult patients. Further, you must cover each of the specific patient characteristics listed in the table, at least once through the cases you submit.

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least one case	Other criteria to be represented in at least 1 case (All professions)
Oral health therapy practice	6	<ul style="list-style-type: none"> Preventive care Periodontal management Restorative care Pain management Extracting primary teeth Applying and/or dispensing preventive agents or prescription medicines Taking impressions and recording occlusal relationships Oral health promotion Orthodontic procedures 	<ul style="list-style-type: none"> Medically complex Dentally complex Child (younger than 13 years of age) Adolescent (younger than 18 years of age) Elderly patient 	<ul style="list-style-type: none"> Referral to another oral health practitioner and/or medical practitioner Multi-disciplinary approach to care was involved (within the dental team or other health professionals) Where consideration to meet a patient's specific cultural needs can be demonstrated Where an ethical or professional dilemma occurred that required particular consideration and careful management Management of unintended or unexpected outcome

Guidance - Explanation of clinical areas for oral health therapy practice

Specific clinical areas are explained below to help you understand which clinical activities might be included in each one.

There is no expectation that all the activities listed in each clinical area will be covered across the cases you submit.

Preventive care includes:	<ul style="list-style-type: none"> Providing preventive advice for oral health Carrying out procedures to prevent gingivitis, periodontitis, or peri-implant diseases - removing supra-and subgingival hard and soft deposits from natural teeth and implants Carrying out procedures to prevent dental caries, including fissure sealants and applying fluoride
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Periodontal management includes:	<ul style="list-style-type: none"> • Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Restorative care includes:	<ul style="list-style-type: none"> • Managing conditions and disease affecting the teeth, including dental caries, non-carious tooth tissue loss, tooth abnormalities and aesthetic problems (including operative and non-operative interventions) • Providing direct restorations for patients that are appropriate for the nature and extent of tooth tissue loss and in the best interests of the patient, considering immediate and long- term outcomes of care. • Pulpotomies on primary teeth • Preparing primary teeth for, and placing, stainless steel crowns
Pain management includes:	<ul style="list-style-type: none"> • Using local anaesthesia appropriately, safely, and effectively
Extracting primary teeth	Further explanation not needed
Applying and/or dispensing preventive agents or prescription medicines includes:	<ul style="list-style-type: none"> • Application and/or dispensing of fluorides • Application and/or dispensing of prescription medicines, for example, antibiotics
Taking impressions and recording occlusal relationships	Further explanation not needed
Oral health promotion includes:	<ul style="list-style-type: none"> • Promoting the oral health of communities by: <ul style="list-style-type: none"> ○ raising awareness of oral health and its effect on general health and well-being ○ designing and implementing oral health promotion projects, and evaluating their effectiveness, in response to the oral health needs of specific communities
Orthodontic procedures include:	<ul style="list-style-type: none"> • placing separators • sizing and cementing metal bands including loose bands during treatment • preparing teeth for bonding fixed attachments and fixed retainers • indirect bonding of brackets as set up by the dentist or dental specialist • placing archwires when necessary (as formed by the dentist or dental specialist) and replacing ligatures/closing self- ligating brackets • trial fitting removable appliances - this does not include activation • removing archwires after removing elastomeric or wire ligatures, or opening self- ligating brackets • removing fixed orthodontic attachments and retainers • removing adhesives after the removal of fixed attachments • fitting passive removable retainers • bonding preformed fixed retainers

Dental therapy practice

Cases to be submitted

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least 1 case	Other criteria to be represented in at least 1 case (All professions)
Dental therapy practice	6	<ul style="list-style-type: none"> Preventive care Restorative care Pain management Extracting primary teeth Oral health promotion 	<ul style="list-style-type: none"> Dentally complex Child (younger than 13 years of age) Adolescent (younger than 18 years of age) 	<ul style="list-style-type: none"> Referral to another oral health practitioner and/or medical practitioner Multi-disciplinary approach to care was involved (within the dental team or other health professionals) Where consideration to meet a patient's specific cultural needs can be demonstrated Where an ethical or professional dilemma occurred that required particular consideration and careful management Management of unintended or unexpected outcome

Guidance - Explanation of clinical areas for dental therapy practice – services are provided to children and adolescents up to the age of 18 years

Specific clinical areas are explained below to help you understand which clinical activities might be included in each one.

There is no expectation that all the activities listed in each clinical area will be covered across the cases you submit.

Preventive care includes:	<ul style="list-style-type: none"> Providing preventive advice for oral health Carrying out procedures to prevent periodontal disease by removing hard and soft deposits associated with gingivitis from natural teeth
Restorative care includes:	<ul style="list-style-type: none"> Management of dental caries (including operative and non-operative interventions) Providing direct restorations that are appropriate for the nature and extent of tooth tissue loss and in the best interests of the patient, considering immediate and long- term outcomes of care. Pulpotomies on primary teeth

	<ul style="list-style-type: none">• Preparing primary teeth for, and placing, stainless steel crowns
Pain management includes:	<ul style="list-style-type: none">• Using local anaesthesia appropriately, safely, and effectively
Extracting primary teeth	Further explanation not needed
Oral health promotion includes:	<ul style="list-style-type: none">• Promoting the oral health of individuals and communities by raising awareness of oral health and its effect on general health and well-being

Dental hygiene practice

Cases to be submitted

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least 1 case	Other criteria to be represented in at least 1 case (All professions)
Dental hygiene practice	6	<ul style="list-style-type: none"> Preventive care Periodontal management Pain management Applying and/or dispensing preventive agents Taking impressions and recording occlusal relationships Oral health promotion Orthodontic procedures 	<ul style="list-style-type: none"> Medically complex Dentally complex Elderly patient 	<ul style="list-style-type: none"> Referral to another oral health practitioner and/or medical practitioner Multi-disciplinary approach to care was involved (within the dental team or other health professionals) Where consideration to meet a patient's specific cultural needs can be demonstrated Where an ethical or professional dilemma occurred that required particular consideration and careful management Management of unintended or unexpected outcome

Guidance - Explanation of clinical areas for dental hygiene practice

Specific clinical areas are explained below to help you understand which clinical activities might be included in each one.

There is no expectation that all the activities listed in each clinical area will be covered across the cases you submit.

Preventive care includes:	<ul style="list-style-type: none"> Providing preventive advice for oral health, with a focus on periodontal health Carrying out procedures to prevent gingivitis, periodontitis, or peri-implant diseases - removing supra-and subgingival hard and soft deposits from natural teeth and implants Carrying out procedures to prevent dental caries, including fissure sealants and applying fluoride
Periodontal management includes:	<ul style="list-style-type: none"> Managing conditions and diseases of the periodontium Performing non-surgical periodontal therapy Ongoing periodontal therapy
Pain management includes:	<ul style="list-style-type: none"> Using local anaesthesia appropriately, safely, and effectively

Applying and/or dispensing preventive agents includes:	<ul style="list-style-type: none"> • Application and/or dispensing of fluorides
Taking impressions and recording occlusal relationships –	Further explanation not needed
Oral health promotion includes:	<ul style="list-style-type: none"> • Promoting the oral health of individuals and communities by raising awareness of oral health and its effect on general health and well-being
Orthodontic procedures include:	<ul style="list-style-type: none"> • placing separators • sizing and cementing metal bands including loose bands during treatment • preparing teeth for bonding fixed attachments and fixed retainers • indirect bonding of brackets as set up by the dentist or dental specialist • placing archwires when necessary (as formed by the dentist or dental specialist) and replacing ligatures/closing self- ligating brackets • trial fitting removable appliances - this does not include activation • removing archwires after removing elastomeric or wire ligatures, or opening self- ligating brackets • removing fixed orthodontic attachments and retainers • removing adhesives after the removal of fixed attachments • fitting passive removable retainers • bonding preformed fixed retainers

Clinical dental technology practice

Cases to be submitted

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least 1 case	Other criteria to be represented in at least 1 case (All professions)
Clinical dental technology practice	6	<ul style="list-style-type: none"> • Removable dentures • Removable partial dentures • Removable complete root/tooth overdentures • Removable partial root/tooth overdentures • Crowns and bridges • Removable implant overdentures or implant supported dentures • Orthodontic appliances • Treatment appliances (e.g diagnostic stents) • Shade taking and shade checking 	<ul style="list-style-type: none"> • Medically complex • Dentally complex 	<ul style="list-style-type: none"> • Referral to another health practitioner and/or medical practitioner • Multi-disciplinary approach to care was involved (within the dental team or other health professionals) • Where consideration to meet a patient's specific cultural needs can be demonstrated • Where an ethical or professional dilemma occurred that required particular consideration and careful management • Management of unintended or unexpected outcome

Dental technology practice

Cases to be submitted

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered in at least 1 case	Other criteria to be represented in at least 1 case (All professions)
Dental technology practice	6	<ul style="list-style-type: none"> • Removable dentures • Removable overdentures • Removable partial dentures • Crowns and bridges • Implant overdentures or implant supported dentures • Fixed implant supported prosthesis • Orthodontic appliances • Treatment appliances (e.g diagnostic stents) • Shade taking and shade checking 	<ul style="list-style-type: none"> • Medically complex • Dentally complex 	<ul style="list-style-type: none"> • Where an ethical or professional dilemma occurred that required particular consideration and careful management

Orthodontic auxiliary practice

Cases to be submitted

Scope of practice	Minimum number of cases	Clinical areas to be covered	Specific patient characteristics to be covered	Other criteria to be represented in at least 1 case (All professions)
Orthodontic auxiliary practice	4	<ul style="list-style-type: none"> • Taking clinical photographs, intra- and extra-oral radiographs • Taking impressions, recording occlusal relationships and making study models • Orthodontic procedures • Supragingival polishing of teeth • Oral hygiene instruction 	N/A	N/A

Guidance - Explanation of clinical areas for orthodontic auxiliary practice

Specific clinical areas are explained to help you understand which clinical activities might be included in each one.

There is no expectation that all the activities listed in each clinical area will be covered across the cases you submit.

Taking clinical photographs and intra- and extra-oral radiographs	Further explanation not needed
Taking impressions, recording occlusal relationships, and making study models	Further explanation not needed
Orthodontic procedures include:	<ul style="list-style-type: none"> • placing separators • sizing and cementing metal bands including loose bands during treatment • preparing teeth for bonding fixed attachments and fixed retainers • indirect bonding of brackets as set up by the dentist or dental specialist • placing archwires when necessary (as formed by the dentist or dental specialist) and replacing ligatures/closing self- ligating brackets • trial fitting removable appliances - this does not include activation • removing archwires after removing elastomeric or wire ligatures, or opening self- ligating brackets • removing fixed orthodontic attachments and retainers • removing adhesives after the removal of fixed attachments • fitting passive removable retainers • bonding preformed fixed retainers

Supragingival polishing of teeth includes:	<ul style="list-style-type: none">• before bonding and after removal of fixed attachments
Oral hygiene instruction includes:	<ul style="list-style-type: none">• advice on the care and maintenance of appliances

Template for clinical cases

You can use the following template for your clinical cases. If you do choose to use the template, you may want to adjust the headings so they are appropriate for your case.

If you do not use this template, ensure that all the areas described below are covered, and easily identifiable.

- Case reference number (for example case 1, 2,3 etc)
- Case summary demonstrating the critical thinking and scientific and clinical knowledge underpinning the evidence based care provided. The summary should include the clinical area/s the case covers, as defined in the first table in each section, and the date/s of treatment.
- Patient details (de-identified, gender, age at start of treatment and end of treatment for prolonged treatments, number of visits)
- Assessment
 - Reason for visit & patient expectations
 - History (dental, medical, social)
 - Examination details and findings (incl. charting where relevant)
 - Imaging (radiographs, photographs – labelled and dated)
 - Relevant tests performed
- Diagnostic summary and problem list
- Care plan
 - Key objectives
 - Options provided
 - Priorities (where relevant)
 - Informed consent
- Details of care provided (including radiographs, photographs during a complex procedure, or where care was completed over time - where available)
- Outcomes of care, including imaging (radiographs, photographs – labelled and dated), where appropriate
- Referrals (where relevant)
- Monitoring (as relevant)
 - Long-term care plan
 - Future considerations
- Reflection on clinical and professional performance (reflection on what worked well and what did not – if any. Learnings or alternative approaches for similar future cases)

Template for dental technology cases

You can use the following template for your clinical cases. If you do choose to use the template, you may want to adjust the headings so they are appropriate for your case. If you do not use this template, ensure that all the areas described below are covered, and easily identifiable.

- Case reference number (for example case 1, 2,3 etc)
- Case summary (case description, incl. the area/s the case covers, as defined in the first table in each section, and the date/s of treatment)
- Patient details (de-identified, gender, age)
- Assessment
 - Prescription details (communication)
 - History of the case
 - Cast analysis (surveying where relevant)
 - Imaging (photographs – labelled and dated)
- Diagnostic summary and problem list
 - Design
 - Key objectives (linked to problem list)
 - Options provided (where relevant)
 - Priorities (where relevant)
 - Imaging (photographs – labelled and dated)
- Description and key manufacturing steps and progress
 - Material selection
 - Manufacturing techniques
 - Occlusal concept employed
 - Imaging (photographs – labelled and dated)
- Post-manufacturing (clinical outcomes if available)
 - Outcomes (finished case reflection)
 - Communication
 - Imaging (clinical photographs if available– labelled and dated)
- Referrals – outsourced components (where relevant)
- Next steps (as relevant)
 - Future considerations
- Reflection on technical and professional performance (reflection on what worked well and what did not – if any. Learnings or alternative approaches for similar future cases).

Template for cover note case mapping

You can use the following template for your cover note to map your cases to the criteria requirements.

Case reference number	Clinical area/s	Specific patient characteristics	Other criteria (where relevant)
Example:			
Case 1	Restorative care, Minor oral surgery, design of dental appliance	Complex dental needs	Referral, multi-disciplinary care

Clinical areas not covered (when applicable):

List areas not covered and detail why not
