Case requirements for individual assessment of qualifications, training, and experience

The case requirements form a core part of your overseas non-prescribed qualification registration application (individual assessment). Cases must:

- Demonstrate your current competence by presenting practical examples that cover the full range of your clinical skills within the scope of practice you have applied for.
- Show how you apply critical and scientific thinking to manage oral health conditions within your scope of practice.
- Demonstrate competence across all professional domains, including:
  - Professionalism
  - Communication and social skills
  - Cultural safety.

Who must submit cases

- You must submit cases if your qualification was completed more than 12 months before you submitted a complete application for registration.
- Submitting cases is optional if you are a new or recent graduate (qualification completed within 12 months of submitting a complete application for registration).
- A complete application is an application with all supporting documents provided and the application fee paid.
- If you are a recent graduate and choose to submit cases, they will be assessed.

Important information

- Select cases that demonstrate your own work.
- Submit cases that reflect the patients you typically treat.
- Only use cases within the Council's defined scope of practice you are applying for.
- Keep each case to 1,500 words or less.
- Submit the minimum number of cases required. Do not submit more than two extra cases above the minimum.
- Remove all patient identifiers (names, initials, photos showing eyes or unique markings). Obtain patient consent if required.
- Only use recent cases. A recent case is one where treatment started within the last three years.
- Submit cases online with your registration application. Upload each case as a separate document.
- Include a cover note with a reference table that lists:
  - Each case you submit
  - The clinical areas and other criteria covered by each case.

    - Treatment date range
- Follow the criteria listed in the section for your scope of practice.
- If you have questions, contact us before submitting your application.

Number and type of cases

- Each section of this document sets out:
    - The minimum number of cases required for your scope of practice
    - The clinical areas, patient types, and other criteria that you must cover.
- One case may cover multiple clinical areas.
- Cover every ‘other criterion’ at least once. You may cover it in more than one case.
- Clinical areas reflect the skills expected of a new graduate in your profession.
- Your cases must reflect the patients you normally treat.
- If you cannot provide a case in a required area, explain why in your cover note. Missing a case will not automatically cause your application to fail but will affect the assessment.
- Cover all patient characteristics listed in the relevant tables at least once.

Guidance

- Use the guidance in each section to understand which clinical activities may fall under each clinical area, although it is expected that cases reflect overall treatment and management of a patient.
- Templates are provided for presenting your cases:
    - Clinical case template
    - Dental technology case template
    - Cover note template (for mapping cases to criteria)
- If you are applying for registration in the public health dentistry specialist scope of practice please contact staff for guidance on how to submit cases.

Go to

→ General dental practice case requirements

→ Dental specialist practice

→ Oral health therapy practice case requirements

→ Dental therapy practice case requirements

→ Dental hygiene practice case requirements

→ Orthodontic auxiliary practice case requirements

→ Clinical dental technology practice case requirements

→ Dental technology practice case requirements

General dentist practice

Scope-specific requirements

- Most of your cases should involve adult patients.
- Cover every required patient characteristic at least once.
- Guidance: Clinical areas are explained in the following tables. You are not required to cover every activity listed under each clinical area.

Scope of practice	General dental practice
Minimum number of cases	10
Clinical areas to be covered	• 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
Specific patient characteristics to be covered in at least 1 case	• Medically complex • Dentally complex • Child (younger than 13 years of age) • Adolescent (younger than 18 years of age) • Elderly patient
Other criteria to be represented in at least 1 case	• 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. This is 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	• 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
Periodontal management	• Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Restorative care	• 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
Prosthodontic care	• 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	• Non-surgical root canal therapy for single and multi-rooted teeth
Extraction or minor oral surgery	• Further explanation not needed
Orthodontics	• 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	• 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	• Further explanation not needed
Design of dental appliances	• Further explanation not needed
Pain management	• Using local anaesthesia appropriately, safely, and effectively
Prescribing	• 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	• Further explanation not needed

→ Skip to the cover note template

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Dental specialist practice

Scope-specific requirements

- Submit cases that cover the breadth of the relevant scope of practice.
- Demonstrate your understanding of specialist level practice via your case selection.

Scope of practice	Dental specialist practice
Minimum number of cases	5
Clinical areas to be covered	Refer to the specialist specific entry competencies for each specialist as detailed in domains 4 and 5 of the relevant competency document
Entry level competencies for each specialist	Entry level competencies for endodontics Entry level competencies for oral and maxillofacial surgery Entry level competencies for oral medicine Entry level competencies for oral pathology Entry level competencies for oral surgery Entry level competencies for orthodontics Entry level competencies for paediatric dentistry Entry level competencies for periodontics Entry level competencies for prosthodontics Entry level competencies for public health dentistry (community dentistry) Entry level competencies for restorative dentistry Entry level competencies for special needs dentistry

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Oral health therapy practice

Scope specific requirements

- Cover every required patient characteristic at least once.
- Guidance: Clinical areas are explained in the following tables. You are not required to cover every activity listed.

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. You must also cover each of the specific patient characteristics listed in the table, at least once through the cases you submit.

Scope of practice	Oral health therapy practice
Minimum number of cases	6
Clinical areas to be covered	• 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
Specific patient characteristics to be covered in at least 1 case	• Medically complex • Dentally complex • Child (younger than 13 years of age) • Adolescent (younger than 18 years of age) • Elderly patient
Other criteria to be represented in at least 1 case	• 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 oral health therapy practice

Specific clinical areas are explained below. This is 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	• 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
Periodontal management	• Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Restorative care	• 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	• Using local anaesthesia appropriately, safely, and effectively
Extracting primary teeth	• Further explanation not needed
Applying and/or dispensing preventive agents or prescription medicines	• 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	• Promoting the oral health of communities by:

	○ 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	• 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 retainer

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Dental therapy practice

Scope specific requirements

- Include patients up to 18 years old.
- Cover every required patient characteristic at least once.
- Guidance: Clinical areas are explained in the following tables. You are not required to cover every activity listed.

Cases to be submitted

Scope of practice	Dental therapy practice
Minimum number of cases	6
Clinical areas to be covered	• Preventive care • Restorative care • Pain management • Extracting primary teeth • Oral health promotion
Specific patient characteristics to be covered in at least 1 case	• Dentally complex • Child (younger than 13 years of age) • Adolescent (younger than 18 years of age)
Other criteria to be represented in at least 1 case	• 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 provided to children and adolescents up to the age of 18 years)

Specific clinical areas are explained below. This is 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	• 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
Periodontal management	• Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Restorative care	• 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 10 • Preparing primary teeth for, and placing, stainless steel crowns
Pain management	• Using local anaesthesia appropriately, safely, and effectively
Extracting primary teeth	• Further explanation not needed
Oral health promotion	• Promoting the oral health of communities by raising awareness of oral health and its effect on general health and well-being

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Dental hygiene practice

Scope specific requirements

- Cover every required patient characteristic at least once.
- Guidance: Clinical areas are explained in the following tables. You are not required to cover every activity listed.

Cases to be submitted

Scope of practice	Dental hygiene practice
Minimum number of cases	6
Clinical areas to be covered	• Preventive care • Periodontal management • Pain management • Applying and/or dispensing preventive agents • Taking impressions and recording occlusal relationships • Oral health promotion • Orthodontic procedures
Specific patient characteristics to be covered in at least 1 case	• Medically complex • Dentally complex • Elderly patient
Other criteria to be represented in at least 1 case	• 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. This is 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	• 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	• Managing conditions and diseases of the periodontium • Performing non-surgical periodontal therapy • Ongoing periodontal therapy
Pain management	• Using local anaesthesia appropriately, safely, and effectively
Applying and/or dispensing preventive agents	• Application and/or dispensing of fluorides
Taking impressions and recording occlusal relationships	• Further explanation not needed
Oral health promotion	• 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	• 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

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Orthodontic auxiliary practice

Scope specific requirements

- Cover every required patient characteristic at least once.
- Guidance: Clinical areas are explained in the following tables. You are not required to cover every activity listed.

Cases to be submitted

Scope of practice	Orthodontic auxiliary practice
Minimum number of cases	4
Clinical areas to be covered	☐ 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

Guidance - Explanation of clinical areas for orthodontic auxiliary practice

Specific clinical areas are explained below. This is 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.

Orthodontic procedures	• 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	• Before bonding and after removal of fixed attachments
Oral hygiene instruction	• Advice on the care and maintenance of appliances
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

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Clincial dental technology practice

Scope specific requirements

- Cover every required patient characteristic at least once.

Cases to be submitted

Scope of practice	Clincial dental technology practice
Minimum number of cases	6
Clinical areas to be covered	• 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
Specific patient characteristics to be covered in at least 1 case.	• Medically complex • Dentally complex
Other criteria to be represented in at least 1 case	• 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

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Dental technology practice

Scope specific requirements

- Cover each area at least once.

Cases to be submitted

Scope of practice	Dental technology practice
Minimum number of cases	6
Areas to be covered	• 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
Other criteria to be represented in at least 1 case	• Where an ethical or professional dilemma occurred that required particular consideration and careful management

→ Skip to the cover note template

→ Skip to the dental technology case template

Cover note template

- Use this template to map each case to the criteria requirements.

Case reference number	Date range	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*
Click or tap here to enter text.		Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Clinical case template

- Use this template for clinical cases, including clinical dental technology. Not applicable areas can be left blank. Additional areas can be included using the blank fields at the bottom of the template
- The checklists provide under each area are intended as guidance. Use your professional and clinical judgement to provide all information you consider relevant
- Include dated and labelled radiographs, imaging and photographs where relevant.

Case reference # *Number your cases beginning at 1*	Click or tap here to enter text.
Treatment date range *Record initial consultation, treatment date range and date of last follow up*	Click or tap here to enter text.
Case summary checklist ☐ Areas listed in the guidance are covered ☐ Case description ☐ Demonstration of critical thinking and scientific and clinical knowledge underpinning evidence-based care ☐ Date/s of treatment ☐ Number of visits	Click or tap here to enter text.
Patient details	Click or tap here to enter text.

☐ De-identified ☐ Gender ☐ Age ☐ Age at start and end of treatment if prolonged	
Assessment ☐ Reason for visit ☐ Patient history and expectations ☐ Examination details (incl. charting where applicable) ☐ Tests	Click or tap here to enter text.
Diagnostic summary and problem list	Click or tap here to enter text.
Care plan ☐ Key objectives ☐ Options provided ☐ Informed consent	Click or tap here to enter text.
Details of care provided	Click or tap here to enter text.
Outcomes of care	Click or tap here to enter text.
Referrals	Click or tap here to enter text.
Monitoring ☐ Long-term care plan	Click or tap here to enter text.

☐ Future considerations	
Reflection on technical and professional performance ☐ Learnings	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
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Dental technology case template

- Use this template for dental technology cases. Not applicable areas can be left blank. Additional areas can be included using the blank fields at the bottom of the template
- The checklists provide under each are intended as guidance. Use your professional judgement to provide all information you consider relevant information.

Case reference # *Number your cases beginning at 1*	Click or tap here to enter text.
Case summary checklist ☐ Areas listed in the guidance section are covered ☐ Case description ☐ Demonstration of critical thinking and scientific and clinical knowledge underpinning evidence-based care ☐ Date/s of treatment ☐ Number of visits	Click or tap here to enter text.
Patient details ☐ De-identified ☐ Gender ☐ Age ☐ Age at start and end of treatment if prolonged	Click or tap here to enter text.
Assessment	Click or tap here to enter text.

☐ Prescription details (communication) ☐ History of the case ☐ Cast analysis (surveying where relevant) ☐ Dated and labelled imaging	
Diagnostic summary and problem list ☐ Design ☐ Key objectives (linked to problem list) ☐ Options attached provided (where relevant) ☐ Priorities (where relevant) ☐ Imaging (photographs – labelled and dated)	Click or tap here to enter text.
Description and key manufacturing steps and progress ☐ Material selection ☐ Manufacturing techniques ☐ Occlusal concept employed ☐ Imaging (photographs – labelled and dated)	Click or tap here to enter text.
Post-manufacturing (clinical outcomes if available) ☐ Outcomes (finished case reflection) ☐ Communication ☐ Imaging (clinical photographs if available– labelled and dated)	Click or tap here to enter text.
Referrals ☐ Outsourced components	Click or tap here to enter text.

Next steps (as relevant) ☐ Future considerations	Click or tap here to enter text.
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	Click or tap here to enter text.
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