

## Dental Council of New Zealand Meeting Summary of Decisions – 23 February 2009

### **Election of Chairperson and Deputy Chairperson**

The Health Practitioners Competence Assurance Act 2003 requires that at its first meeting of the year the Council must elect a chairperson and deputy chairperson. Professor Robert Love was elected Chairperson and Dr Erin Collins, Deputy Chairperson. The newly appointed Chair and Deputy Chair commenced their tenure at the conclusion of the meeting.

### **Reports on Matters not Covered Elsewhere**

The Council agreed that the Guideline would be a Statement for Cosmetic Dentistry and it would seek further consultation from societies and associations. The revised draft Statement of Cosmetic Dentistry (in consultation with NZDA) would be submitted back to Council at its May meeting.

The Council resolved that the Registrar was to draft a response to the Ministry of Health on the review of the HPCA Act, in consultation with the executive team appointed by the Council.

### **Professional Board Reports**

The Council agreed that working overseas is not a CPD activity, but considered it to be normal clinical practice which is outside the CPD policy as allowable verifiable CPD.

### **Australian Dental Council (ADC)**

The Council received a report from the President of the Australian Dental Council and noted the updates on the following matters:

- National Health Practitioner Registration and Accreditation Scheme (COAG)
- Accreditation Functions
- Review of ADC Assessment Process
- Growth in Assessment Activities
- New Internet Domain Name.

### **Review of Cost Allocation Methodology Policy**

The Council resolved to approve the new method of cost allocation policy which is workflow based on actual workflows of the last 4 years to be effective for the new financial year commencing on 1 April 2009.

## **Risk Analysis Report for the period ended 31 December 2008**

The Council agreed to discuss at its Strategic meeting in May, new categories for inclusion in the risk report and which risks would be managed by the Council and the Secretariat.

## **Review of the Draft Annual Plan and Budget for 2009/10**

The Council approved the Dental Council of New Zealand 2009/10 budget based on the actual statutory workflow processing cost allocations method being effective 1 April 2009 and reconfirmed the APC Fees by profession, as consulted for 2009/10 be held as per 2008/09 fees.

## **Review of Exam and Registration Fees for 2009/2010**

The Council resolved to approve the registration, examination and other fees for the 2009/2010 financial year. The fees are to take effect 1 April 2009 and would be gazetted and posted on the Council's website. The fees would be reviewed annually as part of the budget process.

## **Council Appointments**

The Ministry of Health is currently processing nominations for new Council members. It was agreed by Council that the Chief Executive is to follow-up on the status of the appointments and to provide the Council member with an update.

## **Nominations Process for Dental Therapist and Dental Hygienist Board Membership**

The Council agreed the new Dental Hygiene and Dental Therapy Board would include:

- four practitioners (two dental hygienists, two dental therapists with one practitioner having dual clinical and educational skills).
- an orthodontist auxiliary
- one lay person

The documentation provided was approved for release to commence the nomination process for the new Board. The nomination process and proposed timeline was given approval; commencing with nominations being sought in March / April, then Council considering the nominations at its May meeting, followed by the successful and unsuccessful nominees and professional associations being advised of the outcome in June and the first meeting of this new board would take place in July 2009.

Existing Board members were to be written to advising them of the nominations process and would be invited to self-nominate if they wished to be considered.

The new Board would be called the Dental Hygiene – Dental Therapist Professional Board.

## **Registration Report Update**

The Secretariat had been experiencing delays with registration of graduates due to the need for a police report. The Council recommended that registration packs should be sent to prospective graduates four months in advance, and the presentation to final year students be

moved from October each year to earlier in the year to ensure that students are aware of all the necessary steps involved in the registration process well in advance.

### **Outcome of Consultation on Generic Policy on CPD Activities**

Council agreed that the Dental Technician's planned increase of 80 hours CPD for the second cycle needs to be reconsidered.

Any outstanding issues must be resolved by Council in December 2009 meeting to enable the any consequent changes to be incorporated in the Recertification Information Booklet for 2010/2011 year.

Professional Boards will liaise with Professional Associations to resolve outstanding CPD issues as identified in the consultation process.

### **COP on the Working Relationships between Orthodontists and Orthodontic Auxiliaries**

The Council approved the draft code of practice subject to amendments. The Code of Practice Agreement for Orthodontic Auxiliaries and Dentists/Specialists will be available on the website in PDF and Word document format.

A copy of the revised code will be provided to relevant professional associations (NZDA, NZAO, Practitioners, NZDOS and NZDHA) for eight weeks consultation.

A revised copy of code would be published on the DCNZ website.

The code for working relationships of Orthodontic Auxiliaries goes out for consultation. The Business Development Advisor would take responsibility for this area on commencement of employment on 23 March in the interim the Chief Executive would handle any queries.

### **Continuing Professional Development Audits**

The Council agreed that follow up reminder letters be sent out to all practitioners with CPD related conditions reminding them that the CPD related conditions requirements are to be fulfilled by 31 March 2009.

Practitioners with CPD related conditions on their APCs who had failed to complete their previous years CPD cycle requirement within the 12 month extension were to be advised that non completion would result in an APC **not** being issued.

### **Draft Submission on HDC Consultation Document to Review Act**

The Council considered the draft submission of the HDC Consultation document to Review the HDC Act 1994 and Code of Rights. The Council agreed in principle that the response to HDC was approved, however if time permitted the additions are to be considered, then Professor Robert Love would provide the final sign off prior to submission.

### **ADC Guidelines for Annual Accreditation Reports**

The Council considered the ADC guidelines for annual reports from accredited programmes and agreed to adopt the guidelines in principle subject to some modifications. It requested the

ADC keep the DCNZ informed and it would notify New Zealand Universities when the guidelines were adopted.

### **Accreditation of Bachelor of Dental Technology (Honours) Programme**

The Council gave approval for the accreditation of the Bachelor of Dental Technology (Honours) programme for one year, subject to the recommendations of the review team. As part of the comprehensive review of the Dental Technology Course in 2010 the Honours course will also be reviewed.

The University of Otago was asked to report on a number of items and would be advised accordingly of the Council's decision.

### **Prescribed Qualifications for Oral and Maxillofacial Surgery and Oral Medicine**

The Council recommended the development of a proposal to update and review the prescribed qualifications for Oral Medicine and Oral and Maxillofacial Surgery with the proposal going out for consultation.

### **Update on the PCC for Dental Technicians Unpaid APC Fees**

The Council noted the current position of dental technicians and recommended that:

- 1 x Dental Technician - (who has paid and practising with issues) – be referred to the PCC
- 2 x Dental Technicians - (retention) – a letter be sent to the practitioners requesting a statutory declaration that they are not practicing.
- 6 x Dental Technicians - (requesting to de-register) - a letter be sent to the practitioner advising them that the Council cannot remove a practitioner from the register with existing proceedings s142(2) HPCA Act 2003
- 5 x Dental Technicians - (with Unpaid ACP Fees) – continue with PCC proceedings

### **Dental Technicians Practising without an Annual Practising Certificate (APC) Request for Removal from the Register**

The Council resolved to advise dental technicians that pursuant to s142(2) of the HPCA Act 2003 if there is outstanding disciplinary action pending against them their names cannot be removed from the Dental Register. The PCC investigation of dental technicians with unpaid APCs will proceed.

### **Appointment of Replacement Professional Conduct Committee (PCC) to investigate practitioners practising without an Annual Practising Certificate (APC)**

The Council resolved to appoint a new member to the PCC investigating practitioners who the Council believe may be practising without a current APC. This appointment was to replace an existing member of the PCC who had advised the Secretariat they no longer wished to serve on the PCC.

### **Ministry of Health – Oral Health Workforce Stakeholder Summit**

The Ministry of Health had sent a letter to the Dental Council of New Zealand informing the authority that it is holding an Oral Health Workforce Stakeholder summit on 14 and 15 May 2009.

The Council considered the letter and nominated the following attendees for the Summit, the Chair and Deputy Chair of the Council, the Chief Executive and the Registrar.