

Guidelines on limited registration

June 2012

Limited registration of dental practitioners for postgraduate training or supervised practice (section 66)

Authority

These Guidelines have been developed by the Dental Board of Australia (the Board) under section 39 of the Health Practitioner Regulation National Law as in force in each state and territory (the National Law).

Purpose

The Board's Registration Standard *Limited registration for postgraduate training or supervised practice (Section 66)* (the Standard) sets out the Board's requirements for registration of overseas-trained dental practitioners who are not qualified for general registration, to undertake postgraduate training or supervised practice, under section 66 *Limited Registration for postgraduate training or supervised practice* ('Limited registration – training/supervised practice') of the National Law.

The Standard was developed by the Board and approved by Ministerial Council on 20 December 2011. The Standard sets out both the initial and ongoing requirements of Limited registration – training/supervised practice. These Guidelines set out additional requirements and provide further detail for registration under Limited registration – training/supervised practice.

Summary of Guidelines

The Board has developed these Guidelines to give guidance on:

1. Specific details of the Board's expectation in relation to the two pathways for Limited registration - supervised practice in an employment relationship with an *appropriate public sector program*; and
2. the application of the Board's Registration Standards and other relevant Board Codes and Guidelines to dental practitioners registered under Limited registration – training/supervised practice.

Introduction

There are two different purposes of limited practice under Limited registration – training /supervised practice:

- 1) **Supervised Practice** – which is practising only under supervision and either:
 - a) in an employment relationship with an *appropriate public sector program*; **or**
 - b) enrolment in one or more of the following for the purpose of gaining registration in Australia:
 - i) an Australian Dental Council (ADC) clinical examination, or
 - ii) a clinical training or assessment program in preparation for an ADC clinical examination, or
 - iii) another examination required by the Board for registration under section 53(c) of the National Law.
- 2) **Postgraduate Training** - Enrolment in an *approved postgraduate program of study*.

1. Supervised practice in an employment relationship with an *appropriate public sector program*

There are two pathways for Limited registration - supervised practice:

1. **Pathway A** – applies to dentists with qualifications from the *ADC approved list*; and
2. **Pathway B** – applies to dentists with a professional entry level dental qualification from other tertiary education institutions that are not on the *ADC approved list*.

The specific details of the Limited registration - supervised practice granted under the two pathways are:

Pathway A - A dentist with qualifications from the *ADC approved list*:

1. is granted an exemption from the Preliminary Examination component of the ADC examinations pathway;
2. is granted Limited registration - supervised practice for a maximum period of three (3) years, renewable annually; and
3. must successfully complete the *ADC clinical examination component of the ADC examinations pathway* within three (3) years of commencing employment in the *appropriate public sector program*.

Pathway B - A dentist with a professional entry level dental qualification not on the *ADC approved list*:

1. must successfully complete the Preliminary Examination component of the ADC examinations pathway prior to commencing work in an *appropriate public sector program*;
2. is granted Limited registration - supervised practice for a maximum period of two (2) years, renewable annually;
3. must successfully complete the *ADC clinical examination component of the ADC examinations pathway* within one year of commencing employment in the *appropriate public sector program* (this may be extended for an additional year only with the agreement of the public sector employer and the Board).

2. Relevant Board Standards, Codes and Guidelines

Dental practitioners granted registration in Limited registration – training /supervised practice should be aware of and comply with all the registration standards, codes and guidelines of the Board. The following are specifically relevant:

- **Recency of Practice Registration Standard** – An applicant for Limited registration – training /supervised practice must meet the requirements of the Board’s Recency of Practice Registration Standard.
- **Continuing Professional Development (CPD) Registration Standard and Guidelines** – The expectation of the Board is that dental practitioners in an employment relationship with an *appropriate public sector program* or enrolled in an *approved postgraduate program of study*, Limited registration – training /supervised practice must comply with the requirements of the CPD Registration Standard and Guidelines.
- **English Language Skills Registration Standard** – The Board requires compliance with this Registration Standard.
- **Guidelines on Supervision** – The Board requires compliance with these guidelines, including the requirements of Supervision Plans and Supervision Reports.
- **Guidelines on Infection Control** – Compliance with the requirements of the Board’s *Guidelines on Infection Control* and a declaration (at initial application and at renewal of limited registration) of infection status for blood-borne viruses is required.

Exemptions

Dental practitioners who are granted Limited Registration either to:

- sit the Australian Dental Council (ADC) clinical examination or an examination accredited by the ADC; and / or
- undertake supervised clinical training or assessment in preparation for an ADC examination or an examination accredited by the ADC

will not be required to comply with the following Registration Standards during the period of their limited registration:

- Continuing Professional Development Registration Standard
- English Language Skills Registration Standard (note however that the ADC has its own requirements for evidence of a candidate's English language proficiency and these must be complied with to undertake the ADC examinations)
- Recency of Practice Registration Standard.

It is important that Limited registrants in this category note however that they will be required to meet all of the Board's Registration Standards when they apply for general registration after successfully completing the ADC's assessment and examination pathway.

These documents are accessible on the Board's website see:

Registration Standards: <http://www.dentalboard.gov.au/Registration-Standards.aspx>

Guidelines: <http://www.dentalboard.gov.au/Codes-Guidelines/Policies-Codes-Guidelines.aspx>

Definitions

ADC approved list – means the list of institutions in overseas countries that is approved by the Australian Dental Council (ADC) and published on the ADC website at: www.adc.org.au.

ADC examinations pathway – means the process conducted by the Australian Dental Council for the assessment and examination for registration purposes in Australia of practitioners with overseas qualifications. It includes both written and clinical examinations, as described on its website at: www.adc.org.au

ADC clinical examination – means the clinical examination component of the ADC examinations pathway (known as the ADC Final Examination). The general objective of the ADC clinical examination is to assess the clinical competence of the candidate in terms of dental knowledge, clinical skills and professional attitudes for the safe and effective clinical practice of dentistry in the Australian community.

Appropriate public sector program – means an employment program which is offered by a State or Territory Health department or a facility directly funded by a State or Territory Health department. In addition, for dentists with a professional entry level dental qualification from other institutions not on the *ADC approved list*, the public sector employment program must include:

- a rigorous assessment of the clinical skills and knowledge of the practitioner at the commencement of the employment role;
- the first three-month period of employment within a metropolitan public sector facility; and
- within the first three months of employment, a practice Induction/Orientation program which includes an overview of the health system in Australia, an introduction to professional standards, national safety and quality health service standards information on cultural differences and practice policies and procedures and contact details for relevant professional support organisations.

Approved position description – for dental practitioners in an employment relationship with an *appropriate public sector program* or enrolled in an *approved postgraduate program of study*, means a written position description inclusive of the details of practice which the limited registrant will undertake in the Limited registration – training /supervised practice, verified by the employer or the education provider and approved by the Board at the time of granting limited registration. The *approved position description* may be reviewed by the Board during the period of Limited registration. A template position description is provided at Attachment A.

Approved postgraduate program of study – means a postgraduate program of study which is published in the Board's *Approved Programs of Study* list under *Qualifications which lead to specialist registration for Dentists* or other postgraduate training program approved by the Board for the purpose of this category of

Limited registration only and available on the Dental Board of Australia's website at www.dentalboard.gov.au

Postgraduate training – for the purposes of this standard means post-initial education or training (*i.e.* the training undertaken after a practitioner's initial professional entry level education or training). The term is defined because of the advent of graduate entry programs for professional entry level qualifications.

Supervision plan – means a plan that sets out the arrangements for supervision of the dental practitioner as described in the Board's Supervision Guidelines.

Supervision report – means a report that sets out how the arrangements outlined in the *Supervision plan* have been implemented, as described in the Board's Supervision Guidelines.

Review

Date of issue: June 2012

Date of review: The Board will review these Guidelines every three years.

Last reviewed:

Attachment A:

Template position description for Limited registration – training /supervised practice (section 66) and Limited registration teaching or research (section 69)

The position description must contain the following details:

1. Title of position
2. Primary purpose of employment
3. Key responsibilities
4. Key tasks
5. Key selection criteria (addressing clinical responsibilities)
6. Qualifications and experience required for the position
7. Details of any teaching or research activities and clinical practice that will be undertaken in the position
8. Number of hours spent in clinical practice per week (approximately)
9. Reporting lines

Documentation used by the organisation to recruit to the position can be attached