



Dental Board of Australia

REGISTRATION STANDARD: CONTINUING PROFESSIONAL DEVELOPMENT

1 December 2015

REGISTRATION STANDARD: CONTINUING PROFESSIONAL DEVELOPMENT



Summary

This registration standard sets out the minimum requirements of the Dental Board of Australia (the Board) for continuing professional development (CPD) for dental practitioners.

Does this standard apply to me?

This standard applies to all dentists, dental specialists, dental hygienists, dental therapists, oral health therapists and dental prosthetists, except those who have one of the following types of registration:

- non-practising registration
- some categories of limited registration¹, or
- student registration.

What must I do?

To meet this registration standard, you must complete a minimum of 60 hours of CPD activities over a three-year CPD cycle.²

- a minimum of 48 of the 60 hours (80 per cent) must be spent on clinically or scientifically-based activities, and
- a maximum of 12 of the 60 hours (20 per cent) can be spent on non-scientific activities.

The Board encourages you to engage in CPD activities each year, gradually accumulating a minimum of 60 hours over the three-year CPD cycle.

Each three-year CPD cycle covers three registration periods from 1 December to 30 November. The Board will publish the CPD cycle dates on its website.

Meeting this registration standard is a requirement of registration for all dental practitioners. During the annual registration renewal process all dental

practitioners must declare that they have met this standard.

What does this mean for me?

When you apply for registration

You may apply for registration part way through a three-year CPD cycle. The number of CPD hours to be completed in your first CPD cycle will be calculated on a pro rata basis according to the formula published in the *Guidelines: Continuing professional development*.

At renewal of registration

When you apply to renew your registration, you are required to declare that you have complied with this standard.

During the registration period

Your compliance with this standard may be audited from time to time.

Evidence

You should maintain records of your CPD activity for a period of five years.

You must produce a logbook (electronic or hard copy) of your CPD activities when requested to do so by the Board.

The logbook is to include details of the activities, the number of hours spent and whether the activity is clinically or scientifically based or not. The Board may ask for additional supporting information, such as certificates of attendance.

What happens if I don't meet this standard?

The National Law establishes possible consequences if you do not meet this standard, including that:

- the Board can impose a condition or conditions on your registration or can refuse an application for registration or renewal of registration, if you do not meet a requirement in an approved registration

¹ For more information refer to Dental Board of Australia, *Guidelines: Continuing professional development*.

² Practitioners registered in more than one dental division only need to complete the minimum of 60 hours of CPD over three years.

REGISTRATION STANDARD: CONTINUING PROFESSIONAL DEVELOPMENT



standard for the profession (sections 82, 83 and 112 of the National Law)

- a failure to undertake the CPD required by this standard is not an offence but may be behaviour for which health, conduct or performance action may be taken by the Board (section 128 of the National Law), and
- registration standards, codes or guidelines may be used in disciplinary proceedings against you as evidence of what constitutes appropriate practice or conduct for dental practitioners (section 41 of the National Law).

Guidelines on continuing professional development for dental practitioners

The *Guidelines: Continuing professional development* provide more information about how to meet this standard. You are expected to understand and apply the guidelines together with this registration standard.

Authority

This registration standard was approved by the Australian Health Workforce Ministerial Council on 27 August 2015.

Registration standards are developed under section 38 of the National Law and are subject to wide- ranging consultation.

Definitions

National Law means the Health Practitioner Regulation National Law, as in force in each state and territory.

Continuing professional development is the means by which members of the profession maintain, improve and broaden their knowledge, expertise and competence, and develop the personal and professional qualities required throughout their professional lives.

Practice means any role, whether remunerated or not, in which the individual uses their skills and knowledge as a health practitioner in their profession. Practice in this context is not restricted to the provision of direct clinical care. It also includes using professional knowledge (working) in a direct non-clinical relationship with clients, working in management, administration, education, research, advisory, regulatory or policy development roles, and any other roles that impact on the safe, effective delivery of services in the profession.

Review

This registration standard will be reviewed from time to time as required. This will generally be at least every five years.

Last reviewed: 1 December 2015

This standard replaces the previous registration standard dated 1 July 2010.