

NORTHERN IRELAND HEALTH AND SOCIAL SERVICES

CENTRAL SERVICES AGENCY

MEMORANDUM TO DENTISTS

This MDS is an update of MDS 674 previously issued on 20 October 2007. In the last round of the Claim to Record Check process(CRC) more than 8% of claims could not be assured. The most common reasons for a claim failing to be assured were:

1. Record not available.
2. Items not recorded on the record.
3. **HS45PR form- see also note 2 below**
Absence of :
 - Dentist ID number/name
 - Patient DOB CHI number
 - Signature at Part C or D
 - Signature at Part E
 - Date at part E
4. **Item 1 Examination and Report**
 - No charting
 - Charting not dated
 - No CPITN for item 0111
 - Absence of full perio charting for item 0121
5. **Item 2 Radiographs**
 - No justification for and report of
5. **Item 10 Periodontal treatment**
 - 10(c) Non surgical treatment of chronic disease - no DB107 or equivalent
 - No radiographs as required by item 10 proviso 5
6. **Item 14 Fillings**
 - Tooth, surfaces treated and material not identified
7. **Item 15 Endodontics**
 - Post operative radiograph unavailable
8. **Item 17 Crowns**
 - Tooth notation missing
 - Materials used not recorded
9. **Item 22 Surgical extractions**

- Absence of notes to justify higher fee
- Appropriate radiographs not available

10 Item 27 Dentures

- Number of teeth on denture not recorded

11 Item 35 Recalled Attendance

- Absence of recording of time and date

Please note

- **1. the items listed above should be considered in relation to the Statement of Dental Remuneration (SDR) and Medico- Legal requirements.**
- **2. Dentists are reminded that the completion and retention of HS45 PR forms is mandatory. If the HS45PR forms are not retained and properly completed, the dentist is in breach of the Statutory Rules, General Dental Services Regulations(Northern Ireland) 1993 with particular reference to Schedule 2 Part iv Paragraph 25 (Record keeping) and Schedule 2 Part iv Paragraph 27(4)(a)(Completion of an estimate) as defined in Part 1 paragraph 2 of these same regulations and the dentist may be subject to disciplinary action.**

TO ALL DENTISTS ON THE DENTAL LIST

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20 June 2008