

General Dental Services – Monthly News Sheet

**February
2016**

Dear Colleagues

Welcome to the 2nd edition of the Monthly News Sheet.

If you would like a copy of the Monthly News Sheet to be sent automatically to your email account each month please send an email from the relevant email account to :

GDSMonthlyNewsSheet@hscni.net

Also, if you have any items which you would like us to cover in the News Sheet please let us know.

The Dental Team

Reminder re Renewal of GDC Registration

For various reasons, mostly administrative, a number of practitioners across the region failed to renew their GDC registration in December 2015 and were working, albeit unknowingly, without registration and therefore with invalid indemnity.

Practitioners are encouraged to have systems in place to prevent this happening. Please be reminded of the attached letter which was issued by Michael Donaldson in November 2013.

<http://www.hscbusiness.hscni.net/pdf/>

[Letter to GDPs re Payment to the GDC of Annual Retention Fee 15.11.13.pdf](http://www.hscbusiness.hscni.net/pdf/Letter_to_GDPs_re_Payment_to_the_GDC_of_Annual_Retention_Fee_15.11.13.pdf)

Learning from Complaints

A “Learning from Complaints” Event was held in June 15.

The attached document contains a useful summary of key messages, learning and advice from the day from the NI Ombudsman, various Trusts, Service User, GP and legal perspectives. It is available at:

[http://www.hscbusiness.hscni.net/pdf/Complaints Learning Event - 1 June 2015.pdf](http://www.hscbusiness.hscni.net/pdf/Complaints_Learning_Event_-_1_June_2015.pdf)

Forms Library—BSO Website

The BSO website can be difficult to navigate. Various Dental Finance and Treatment Forms are available at: <http://www.hscbusiness.hscni.net/services/2371.htm>

Adverse Incident Reporting

When things go wrong in dentistry in Northern Ireland it is important that we identify this and take action to help prevent the same thing happening again. This News Sheet is one means of disseminating learning from adverse incidents.

Practices are encouraged to report adverse incidents, either those that have happen within your practice or elsewhere in the service. For further information on why and how to report an incident please refer to:

<http://www.hscbusiness.hscni.net/services/2631.htm>

The **Referral Dental Service (RDS)** is a small team with the Board that monitors the appropriateness and the quality of care of dentistry carried out in the NHS in Northern Ireland.

For further information on the **RDS Monitoring Protocols** and on the required **Record Keeping Standards**, as per the GDS Terms of Service, please view:

[http://www.hscbusiness.hscni.net/pdf/Monitoring Protocols for the RDS 2015 document F5\(1\).pdf](http://www.hscbusiness.hscni.net/pdf/Monitoring%20Protocols%20for%20the%20RDS%202015%20document%20F5(1).pdf)

and

[http://www.hscbusiness.hscni.net/pdf/RDS MDS on Record Keeping 2015 CMcQ.pdf](http://www.hscbusiness.hscni.net/pdf/RDS%20MDS%20on%20Record%20Keeping%202015%20CMcQ.pdf)

Roles and Responsibilities in relation to the Employment of an Assistant

The Health & Social Care Board wishes to remind practitioners of the particular roles and responsibilities, under the GDS Terms of Service, on the part of the Employer of an Assistant.

For particular responsibilities and regulations please see:

[http://www.hscbusiness.hscni.net/pdf/Roles and Responsibilities in relation to the Employment of Assistants.pdf](http://www.hscbusiness.hscni.net/pdf/Roles%20and%20Responsibilities%20in%20relation%20to%20the%20Employment%20of%20Assistants.pdf)

Feedback. We would appreciate your comments and/or queries regarding the Monthly News Sheet. Please send them by email to:

GDSEMonthlyNewsSheet@hscni.net or telephone 028 9536 2608.