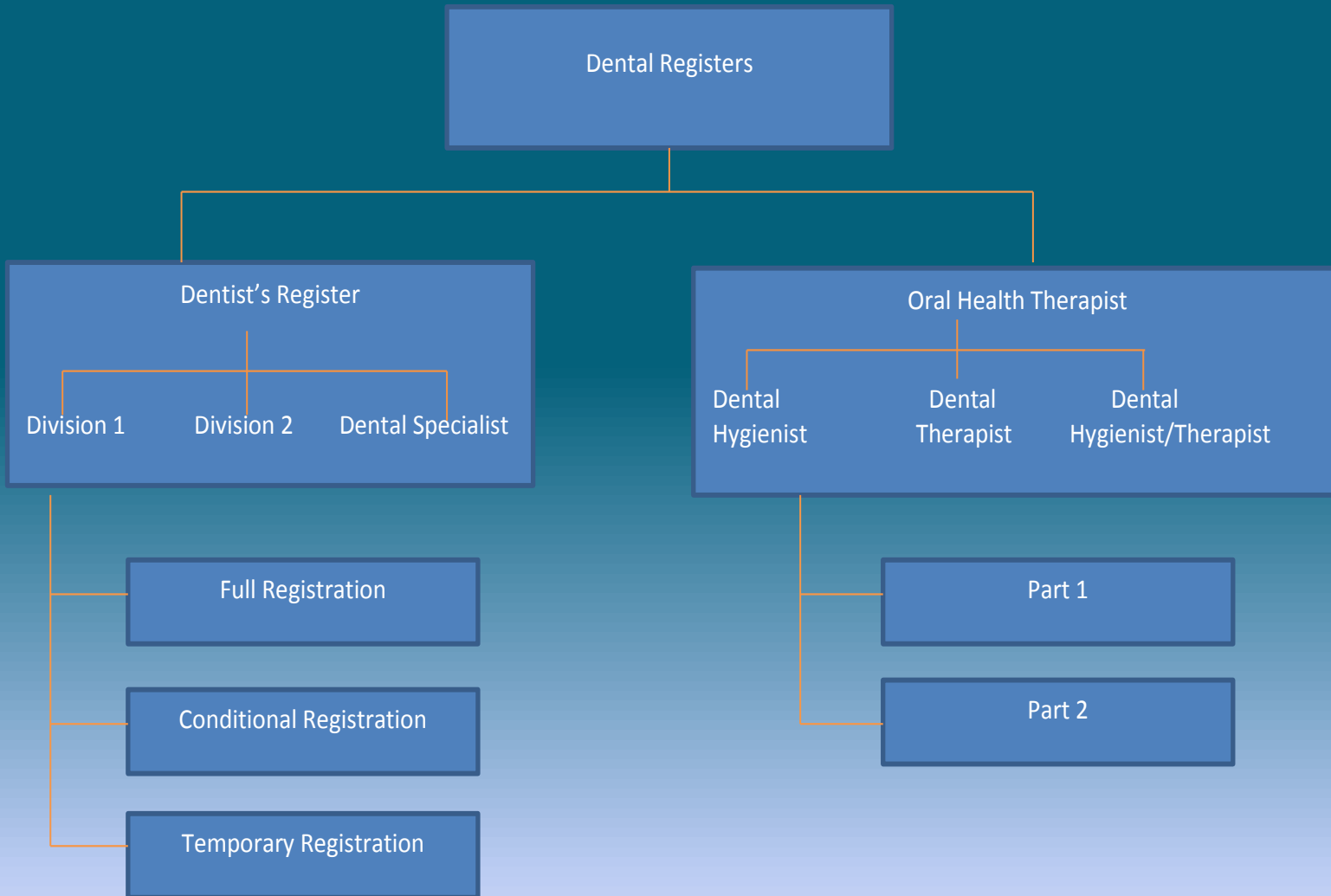


SINGAPORE DENTAL COUNCIL



13 October 2015

TYPE OF REGISTERS

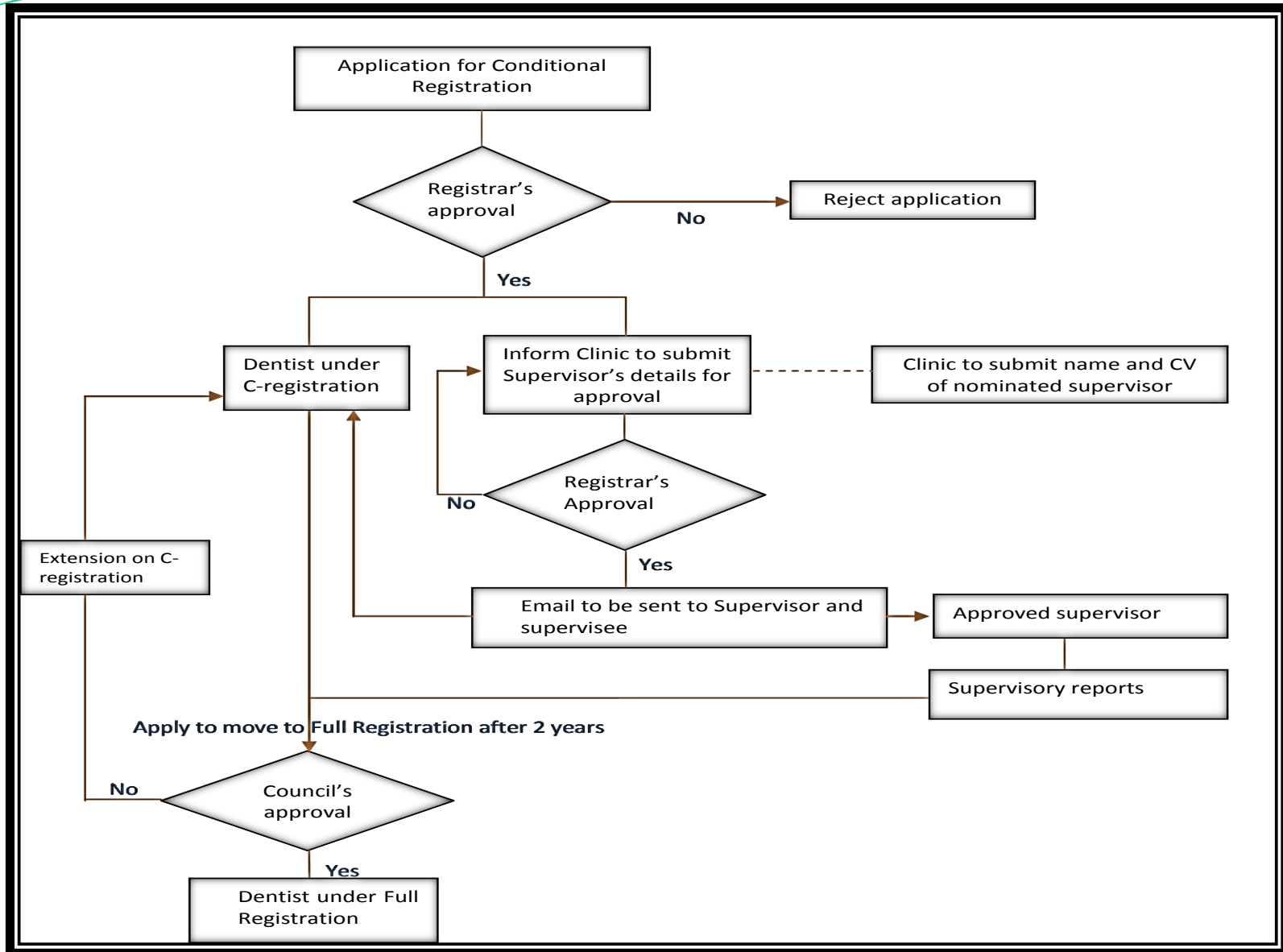


CONDITIONAL REGISTRATION

Registered under section 14A of DRA:

- (a) holds a degree from a university specified in the Schedule;
- (b) has been selected for employment in Singapore as a dentist in any hospital or other institution or dental practice approved by the Council;
- (c) satisfies the Council that he has the knowledge and skill and has acquired the experience which is necessary for practice as a dentist.

APPLICATION FOR CONDITIONAL REGISTRATION



CONDITIONS FOR CONDITIONAL REGISTRATION

CONDITIONS for C-registration (as per section 14A(4) in DRA:

(a) Work for 2-years (full-time equivalent*)

**Full-time work hours is defined as working not less than 35 hours a week*

(b) under the supervision of a fully registered dentist approved by Council; and

(c) In a particular employment or descriptions of employment

EMPLOYMENT PASS

C-reg dentists (who are non-Singaporeans/PRs) will only be issued practicing certificates after they have submitted a copy of their employment pass to Council

PROHIBITION OF PRACTICE

C-reg dentists are not allowed to commence work until an approved supervisor has been assigned and have a valid practicing certificate.

REQUIREMENTS FOR CONDITIONAL REGISTRANTS

MANDATORY UPDATE OF PRACTICE/RESIDENTIAL ADDRESS -

Section 13(4) of DRA

- Must update change of practice/residential address online via PRS under “Update of Particulars” within 28 days thereof
- **PENALTY** : a fine not exceeding \$1,000 as per Section 13(7) of DRA
- FOUND WORKING WITHOUT SUPERVISION – Section 14A(5) of DRA
- Registration will be revoked if found working without supervision.

Section 14A(5):

- (5) The Council may cancel the conditional registration of a dentist if —
 - (a) the dentist has contravened any condition specified in the direction by virtue of which he is registered; or
 - (b) the Council is of the opinion, having regard to the report of the dentist supervising him, if any, that he is unable to perform the duties of a dentist satisfactorily.

CONDITIONAL REGISTRANT

SHORT DISRUPTION IN EMPLOYMENT

- C-reg dentists are allowed to stay on the register if there is a short disruption of employment (such as change in employment, home leave) is less than 1 month
- must inform Council so that there is tracking of the supervisory period

CONDITIONAL REGISTRANT

Commencing 1 Nov 2015 

- C-reg dentists (including those who are in group practices) can only work in a maximum of two practice addresses.
- Assigned supervisors will have to submit reports on the performance of C-reg under their supervision during the same period

RESPONSIBILITIES OF SUPERVISOR

The supervisor should:

- supervise a maximum of 2 dentists;
- work in the same clinic premises as his/her supervisee(s)
- provide proper guidance and training;
- have periodic discussions/meetings ;
- ensure that conduct and practice adheres to regulations and guidelines;
- report to the SDC if the dentist is considered unsafe to practise ;
- submit Supervisor's assessment reports

UPDATE OF PRACTICE ADDRESS

- Prompt updates are necessary to facilitate pairing of supervisors and Cond Reg.
- Update Council on change of employment for discharge of supervisor's responsibilities.

SUPERVISORY REPORT

GUIDELINES

- (a) must complete and submit to Council within 2 weeks
- (b) ensure assessment details are completed according to requirements

SUPERVISORY ASSESSMENTS

Requests for assessments will be sent online by SDC to the supervisors for their assessments at:

- - End of June
- - End of December
- - End of assessment period (such as resignation)

SUPERVISORY REPORT

COMMON MISTAKES:

Q 2: How often do you come into contact with this dentist whom you are supervising? (Please indicate no. of hours a week)

A: quantifiable time/period (such as **15 hours** per week)

Q 3. How much clinical time does the dentist spend in the clinic?
(Please indicate no. of hours a week)

A: quantifiable time/period (such as **15 hours** per week)

Answer to Q 2 should not be more than Q 3

SUPERVISORY REPORT

COMMON MISTAKES:

5. The following section is to be completed by the Director/Department Head of Institution or clinic or equivalent

5.1 I confirm the following for the named dentist:

5.1.1 <u>does not have</u> any complaints against him/her from patients and/or colleagues	Yes
5.1.2 <u>has not been</u> responsible for any procedural errors or adverse outcomes	Yes
5.1.3 <u>has not faced</u> any disciplinary action	Yes

Following information must be clearly/legibly stated:

- Name of signatory
- Designation
- Date

SUPERVISORY REPORT

Submission timeline

Supervisory reports must be submitted to Council within two weeks' when due.

Supervisory report will be rejected if:

(i) late submission

(ii) information is incorrect/incomplete.

Secretariat will not write to inform supervisor if there is incomplete information.

RESPONSIBILITIES OF EMPLOYER

- ensure that your supervisee(s) are being supervised at work at all times.
- submit the names and Curricula Vitae of all nominated supervisors to Council for approval.
- Should not assign C-reg dentists to more than 2 supervisors

RESPONSIBILITIES OF EMPLOYER

Supervisor Away

- a) for < 30 days - ensure another Division 1 dentist is assigned to oversee work of Conditional registrant
- b) for > 30 days - re-nominate and seek approval for a new supervisor to be assigned to the Conditional registrant.

Note: away period must be due to exigencies (such as medical leave) and not based on part-time working arrangement of supervisors in different branches

Change of supervisor(s):

- inform Council at least 1-month in advance and resubmit the names and CVs of the newly appointed supervisor(s) for Council's approval.

EMPLOYER

If an employer is found to have flouted these conditions, it can be barred from employing C-reg dentists in future.

Questions & Answers