

ANNUAL REPORT OF THE DENTAL BOARD OF QUEENSLAND

YEAR ENDED 30 JUNE 1993

1. CONSTITUTION, GOALS AND FUNCTIONS

1.1 CONSTITUTION

The Dental Board of Queensland is constituted under the provisions of Section 6 of the Dental Act 1971. The Board is a Department of Health (Queensland Health) body corporate under the provisions of the Medical Act and Other Acts (Administration) Act 1966 and the Financial Administration and Audit Act 1977.

1.2 GOALS

The goal of the Board is to protect the public from the unprofessional, improper and incompetent practice of dentistry through the promotion and maintenance of high professional standards, both of competence and conduct in the practice of dentistry in Queensland.

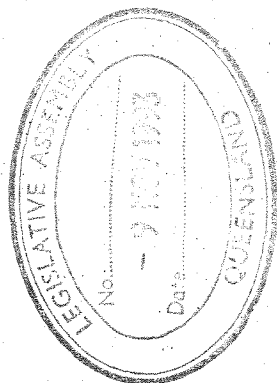
1.3 FUNCTIONS

The Board is directly responsible to the Minister for Health in all matters relating to the administration of the Dental Act 1971 and the following subordinate legislation:-

Dental By-Law 1988

The functions of the Board include:-

- ◆ To keep a Register of Dentists and Dental Specialists.
- ◆ To determine applications for the registration of dentists and dental specialists pursuant to the provisions of the Act or the Mutual Recognition (Queensland) Act 1992.
- ◆ To investigate complaints made against dentists and dental specialists and to take disciplinary action where appropriate.
- ◆ To determine applications for approval of employment of dental hygienists pursuant to the provisions of the Act or the Mutual Recognition (Queensland) Act 1992.
- ◆ To publish and distribute information concerning the Act and its subordinate legislation to dentists, dental specialists and other interested persons.



2.

STRUCTURE AND ORGANISATION

2.1 ACCESS

Address: Level 10
15-23 Adelaide Street
BRISBANE QLD 4000

Telephone: (07) 227 5698

Facsimile: (07) 227 4941

All correspondence should be addressed to:

Registrar
Dental Board of Queensland
GPO Box 2438
BRISBANE QLD 4001

2.2 MEMBERSHIP

Membership of the Board is prescribed under Section 7 of the Act.

An amendment to the Act was proclaimed on 18 December 1992 to provide for the Board to consist of nine members.

The persons eligible for appointment shall be -

- (a) four dentists nominated by the Minister
- (b) three dentists nominated by one or more associations accepted by the Minister as representative of dentists
- (c) one person representing users of the service of dentists
- (d) a barrister or solicitor of the Supreme Court

The term of appointment is for three years, except in the case of an appointment made to fill a casual vacancy when the appointment shall be for the unexpired portion of the three year period.

2.3 COMPOSITION

The composition of the Board during the reporting period was as follows:-

John Gerald Dann
(Deputy President
until 28 April 1993)
(President from 29 April 1993)

BDSC Qld, FICD

Jennifer Mary Smyth
(Deputy President
from 29 April 1993)

BDS LOND, FDS RCS (ENG),
FRACDS, FICD

Terrence John Freer BSc Qld, D ORTH RCS(ENG),
FDS RCS (ENG), PhD Qld

Monica Edna Thomson BDSC Qld

Desmond Sydney Purcell BDSC Qld

Ralph William James Neller BDSC Qld

Bernard Thomas Homan BDSC Qld, MDSC Qld.

Kathryn Julianne Kendell
(from 29 April 1993)

Sarah Scott-MacKenzie LLB, BEc & Pol
(from 29 April 1993)

The term of appointment of the current Board expires on 28 February 1994.

3. **LATE REPORTS**

NIL.

4. **REVIEW OF OPERATIONS**

4.1 **ATTENDANCE AT MEETINGS**

The Board meets in the Board room of the Office of the Board at 5.00pm., on the first Tuesday of each month.

During the reporting period the Board held twelve ordinary meetings and three special meetings.

Dr JG Dann attended 15 meetings

Dr JM Smyth attended 2 meetings

Professor TJ Freer attended 12 meetings

Dr ME Thomson attended 15 meetings

Dr DS Purcell attended 15 meetings

Dr RWJ Neller attended 15 meetings

Dr BT Homan attended 13 meetings

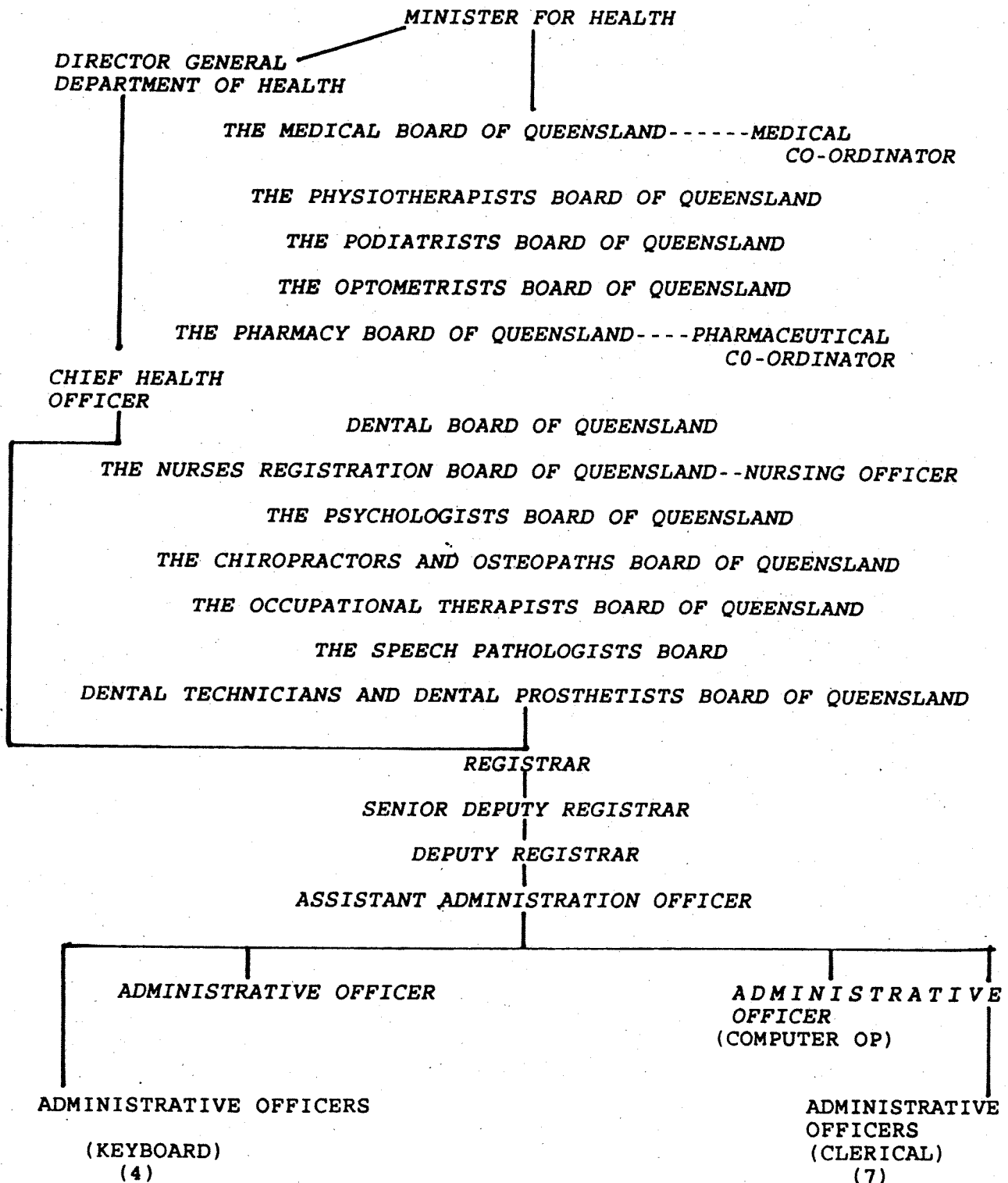
Mrs KJ Kendell attended 1 meeting

Ms S Scott-MacKenzie attended 0 meetings

4.2 HUMAN RESOURCES

The Office of the Registrar of the Medical and Other Boards acts as a secretariat for 12 Health Professional Boards, including the Dental Board of Queensland.

An organisational structure is as follows -



4.2.1 BOARD OFFICE PERSONNEL

The staff establishment of the Office of the Board is 18 persons.

Personnel as at 30 June 1993:

Mr E Liddle, Acting Registrar

Mr RE Robinson, Senior Deputy Registrar

Mr MS Demy-Geroe, Deputy Registrar

Mr PB Collie, Acting Deputy Registrar

Mrs KM Ablett, Acting Assistant Administration Officer

Mrs SA McGoldrick, Administrative Officer, Computer Operations

Mrs BM Aldridge, Acting Administrative Officer

Mr J Posner, Administrative Officer

Miss TA Barton, Administrative Officer

Miss KV Brims, Administrative Officer

Miss DJ Cochran, Administrative Officer

Mrs JM Crawford, Administrative Officer

Mrs FR Holt, Administrative Officer

Miss JG Nheu, Administrative Officer

Miss BMK Trace, Administrative Officer

Miss M Velasco, Administrative Officer

Miss LM Ziegenfusz, Administrative Officer

There is one vacant position.

Direct administrative support for the Dental Board of Queensland is provided by the following team -

Mr PB Collie

Mrs DJ James (temporary employee through DEVETIR)

Miss C Michael (temporary agency employee)

4.3 ACTIVITIES AND OPERATIONS

4.3.1 REGISTRATION

The Board maintains Registers of Dentists and Dental Specialists pursuant to Section 17 of the Act.

During the reporting period the Board considered 69 applications for registration as dentists, 67 of which were approved.

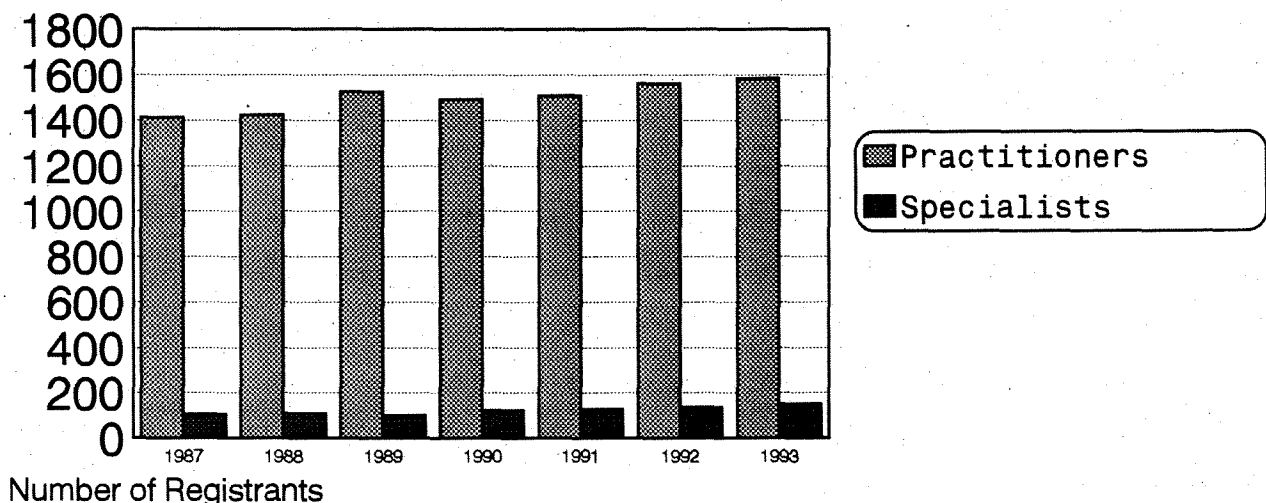
The Mutual Recognition (Queensland) Act was proclaimed in 1 March 1993. This legislation provided for eligibility for registration of persons in a participating jurisdiction if currently registered in another participating jurisdiction. Two of the registrants during the reporting period were registered under the mutual recognition process.

At the end of the reporting period, Queensland, New South Wales, the Australian Capital Territory and the Northern Territory are participating jurisdictions in mutual recognition.

During the reporting period the Board considered 20 applications for registration as Dental Specialists, 15 of which were approved.

As at 30 June 1993 the total number of registrants appearing in the respective Registers were as follows -

<i>Dentists</i>	<i>(practitioners only)</i>	<i>1582</i>
	<i>(Specialists)</i>	<i>149</i>



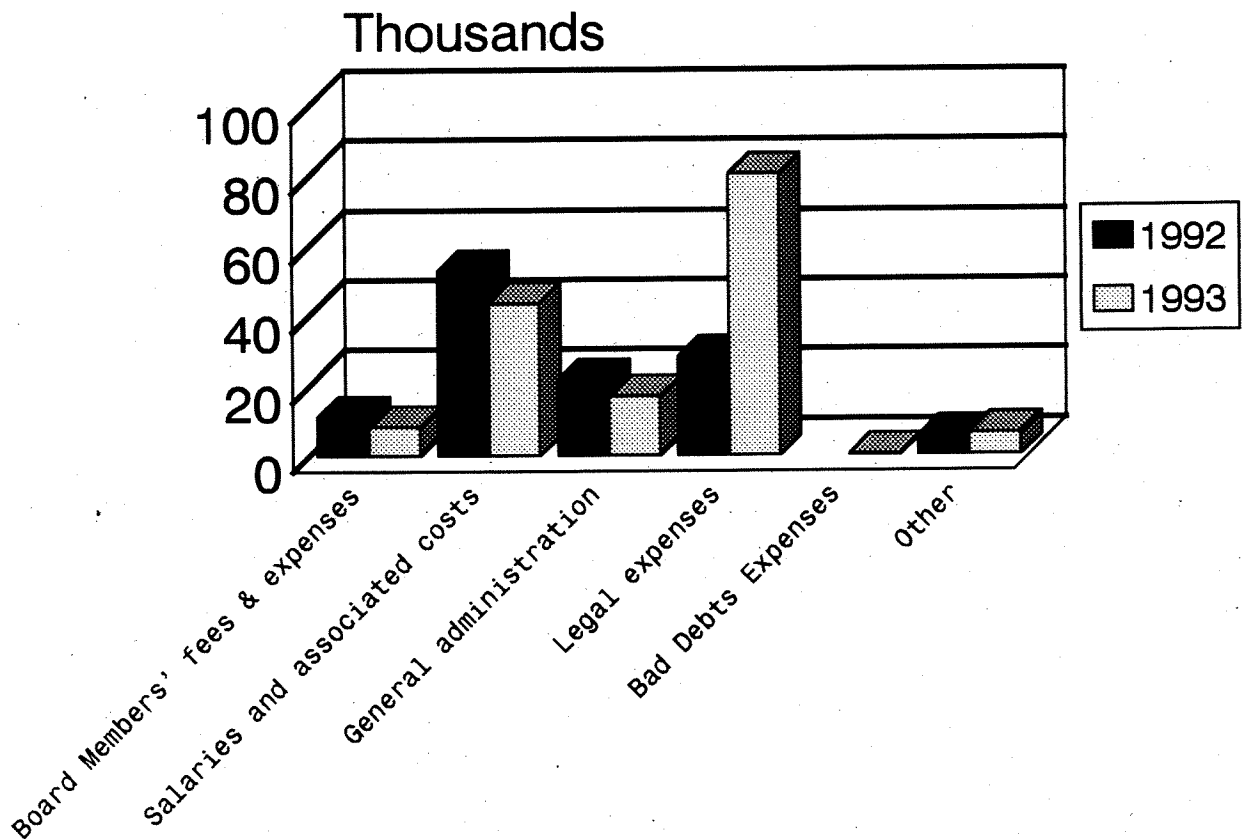
4.3.2 FEES

The Dental Board of Queensland is self-funding in that monies raised by way of registration and annual licence fees are used for the purchase of equipment, payment of office running costs, Board operational expenditure and the payment of the salaries of the Registrar and staff which are recouped by the Queensland Health on a quarterly basis.

On 15 January 1993 the Governor in Council approved the Dental Amendment By-Law (No. 1) 1992 being an amendment to increase the fees payable to the Board.

A copy of the Audited financial statements for the year ended 30 June 1993 is attached.

Expenditure 1992/1993



4.3.3 DISCIPLINARY ACTIONS

During the reporting period the Board conducted three Inquiries pursuant to Section 26 of the Act into the conduct of three dentists.

Case 1

An Inquiry was held to determine whether a dentist was guilty of discreditable conduct to a dentist in the practice of their profession with regard to newspaper advertisements and the rendering of a fee for a dental service not provided.

The Board found the dentist guilty of conduct discreditable and ordered that by way of penalty a total of 150 penalty units be paid to the Board and suspension of registration for 3 months. The Board also ordered that its costs be paid.

Case 2.

An Inquiry was held to determine whether a dentist was guilty of discreditable conduct to a dentist in the practice of their profession with regard to the dentist's treatment of a patient in failing to inform the patient that a tooth had not been removed.

The Board found the dentist guilty of conduct discreditable and ordered that the dentist be reprimanded and pay by way of penalty a total of \$1,000.00. The Board also ordered that its cost be paid.

Case 3.

An Inquiry was held to determine whether a dentist was guilty of discreditable conduct to a dentist in the practice of their profession in that the dentist administered local anaesthetic to four persons not for the purpose of dental treatment.

The Board found the dentist guilty of conduct discreditable and ordered that the dentist be reprimanded. The Board also ordered that its costs be paid.

4.3.4 PROSECUTIONS

During the reporting period the Board instituted proceedings in the Magistrates Court against four persons for offences against the Dental Act, including breaches of the Dental By-law and the Dental Technicians Advertising By-law.

Case 1.

The prosecution of two persons was undertaken in respect of one charge each in that not being dentists or medical practitioners they advertised in a newspaper as willing to practise dentistry.

The persons were convicted on these charges and fined the sums of \$500.00 and \$0.00 respectively.

Case 2.

The prosecution of one person was undertaken in respect of two charges in that not being a dentist or a medical practitioner the person constructed top and bottom dentures and undertook alterations to dentures.

The person was convicted on each charge and fined a total of \$600.00.

Case 3.

The prosecution of one person was undertaken in respect of (a) 15 charges of newspaper advertising that were not in accordance with the Dental Technicians Advertising By-law 1990, (b) 11 charges of not being a registered dentist or a medical practitioner and performed dental work.

The person was convicted on 25 charges and fined a total of \$7,675.00

4.3.5 COMPLAINTS

Complaints against practitioners are considered in the first instance by a Board committee, the Complaints Procedure Committee.

The members of the Committee are -

Dr J Dann

Dr M Thomson

With the commencement of the Health Rights Commission whose responsibility it is to receive complaints from health service users, the Committee has been largely inactive.

4.3.6 DENTAL HYGIENISTS

Dental hygienists holding the prescribed qualification, the Associate Diploma in Dental Hygiene from Gilles Plains College of TAFE in South Australia, are eligible to be employed in Queensland.

Any other qualifications held by dental hygienists may be assessed by a committee established under Section 12 of the Dental Act, and if the qualifications are considered acceptable, the holders may be permitted to undertake a proficiency examination. The current composition of the Dental Hygienists Committee is -

*Dr M Thomson
(Chairperson)*

Dr J Smyth

Ms D Jennings

Dr T Condon

Dental Hygienists are usually employed on a part time basis by several practitioners, and each dentist must apply separately for approval.

During the reporting period 13 Dental Hygienists were approved to be employed by Dentists.

4.3.7 CONFERENCES, SEMINARS

Dr Dann represented the Board at the Committee Representative of the Dental Profession in Australia meeting on 11 December 1992.

Dr Dann represented the Board at the 16th Conference of Presidents of Dental Boards held in Sydney.

Dr Dann represents the Board on the Australian Dental Examining Council.

Dr Dann represents the Board on the Australian Dental Council.

Dr Thompson represented the Board at a Royal Institute of Public Administration Australia Conference on Mutual Recognition on 12 February 1993.

Boards' Chairs Meetings were attended by Professor Freer on 21 October 1992 and by Dr Dann on 17 February 1993 and 19 May 1993.

Dr Homan represents the Board on the Conference of Regulating Authorities Dental Therapists.

4.3.8 ACT REVIEW

*The Board's Act Sub-committee comprising -
Dr DS Purcell
Dr RWJ Neller*

continues to prepare material for the Board's consideration in relation to the Board's position on review of the Act and development of Board policies.

5.

REVIEW OF FORWARD OPERATIONS

5.1 LEGISLATIVE REVIEW

As part of the Legislative Review Program all Health Professional Acts will be reviewed. The Board will be a stake-holder in this process. It is understood that matters of commonality will be considered and also those specific matters relating to the profession will be addressed.

5.2 BOARD EXPENDITURE

With the establishment of the Queensland Nursing Council it is anticipated that in late 1993 the Nurses Registration Board of Queensland will cease to contribute to the running costs of the Office of the Board. This will certainly necessitate the Board to propose an increase in its main income source, annual licence fees.

5.3 RESTRUCTURE OF THE OFFICE OF THE BOARD

With the impending departure of the Nurses Registration Board of Queensland and the inadequate staffing of the Office of the Board, a submission to Executive Council is currently being prepared to restructure the Office of the Board.

ANNUAL FINANCIAL STATEMENTS

DENTAL BOARD OF QUEENSLAND

YEAR ENDED 30 JUNE 1993

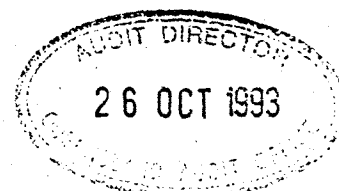
PURPOSE AND SCOPE

The Dental Board of Queensland is constituted under the provisions of the *Dental Act 1971* and is a Department of Health (Queensland Health) body corporate subject to the provisions of the *Medical Act and Other Acts (Administration) Act 1966* and the *Financial Administration and Audit Act 1977*.

In accordance with the provisions of the respective legislation, these statements have been prepared:

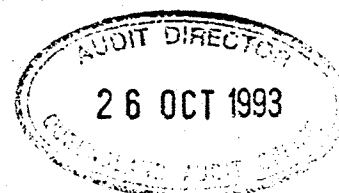
- * to provide an accounting for the custody and management of moneys and resources under the control of the Board; and
- * to disclose the results of the financial operations of the Board during the financial year and the financial position of the Board at the close of that year.

The statements are general purpose in nature and reflect the whole of the financial activities of the Board.



DENTAL BOARD OF QUEENSLAND
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 30 JUNE 1993

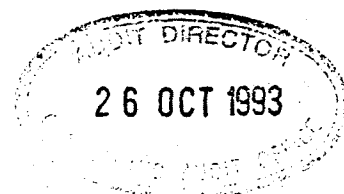
	<u>Note</u>	<u>1993</u> \$	<u>1992</u> \$
INCOME			
Annual Licence and other Fees	1	95027	72120
Interest		22708	40408
Fines, etc		38451	9259
Sale of Registers and Labels, etc		3604	3968
Other		4534	4487
		<hr/>	<hr/>
Total Income		164324	130242
		<hr/>	<hr/>
EXPENDITURE			
Administration	2	155996	119040
		<hr/>	<hr/>
Total Expenditure		155996	119040
		<hr/>	<hr/>
OPERATING SURPLUS		8328	11202
RETAINED SURPLUSES 1 JULY		387751	376549
		<hr/>	<hr/>
RETAINED SURPLUSES 30 JUNE		396079	387751
		<hr/>	<hr/>



DENTAL BOARD OF QUEENSLAND

BALANCE SHEET AS AT 30 JUNE 1993

	<u>Note</u>	<u>1993</u> \$	<u>1992</u> \$
CURRENT ASSETS			
Cash		51159	33602
Receivables	3	25887	7382
Investments		360000	430000
		<hr/>	<hr/>
Total Current Assets		437046	470984
		<hr/>	<hr/>
NON-CURRENT ASSETS			
Plant, furniture and equipment	4	2566	1259
		<hr/>	<hr/>
Total Non-Current Assets		2566	1259
		<hr/>	<hr/>
TOTAL ASSETS		439612	472243
		<hr/>	<hr/>
CURRENT LIABILITIES			
Creditors		43437	42107
Suspense	5	96	42385
		<hr/>	<hr/>
Total Current Liabilities		43533	84492
		<hr/>	<hr/>
TOTAL LIABILITIES		43533	84492
		<hr/>	<hr/>
Net Assets		396079	387751
		<hr/>	<hr/>
EQUITY			
Retained Surpluses		396079	387751
		<hr/>	<hr/>
Total Equity		396079	387751
		<hr/>	<hr/>



DENTAL BOARD OF QUEENSLAND

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 1993

	<u>1993</u>	<u>1992</u>
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Inflows:		
Revenue from Operations	120736	88082
Interest Received	25588	36127
	<u>146324</u>	<u>124209</u>
Outflows:		
Payments to suppliers and Queensland Health	154239	77820
	<u> </u>	<u> </u>
Net Cash provided by/(used in) Operating Activities	<u>(7915)</u>	<u>46389</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Outflows:		
Payment for plant, furniture and equipment	2239	353
	<u> </u>	<u> </u>
Net Cash Used in Investing Activities	<u>2239</u>	<u>353</u>
Net increase/(decrease) in cash held	(10154)	46036
Cash and Investments at beginning of reporting period	463602	404597
Increase/(Decrease) in Cash from Suspense Activities	(42289)	12969
	<u> </u>	<u> </u>
Cash and Investments at end of reporting period	<u>411159</u>	<u>463602</u>

Notes to the Statement of Cash Flows:

1. A reconciliation of operating surplus with Net Cash provided by Operating Activities follows-

	<u>1993</u>	<u>1992</u>
	\$	\$
Operating surplus	8328	11202
Adjustments:		
Depreciation	826	462
Prior years' asset capitalization adjustment	106	..
Change in assets and liabilities:		
Increase in receivables	(18505)	(7382)
Increase in creditors	1330	42107
	<u> </u>	<u> </u>
Net Cash provided by/(used in) Operating Activities	<u>(7915)</u>	<u>46389</u>

DIRECTOR

26 OCT 1993

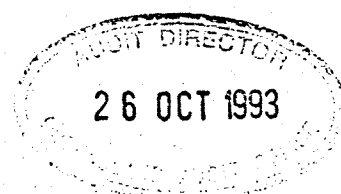
DENTAL BOARD OF QUEENSLAND

STATEMENT OF CASH FLOWS (CONT'D)

YEAR ENDED 30 JUNE 1993

2. For the purpose of the Statement of Cash Flows, cash and investments comprise cash on hand and at bank, and liquid investments. Cash and investments at the end of the reporting period are reconciled to the related items in the Balance Sheet as follows:

	<u>1993</u>	<u>1992</u>
	\$	\$
Cash	51159	33602
Investments	360000	430000
	_____	_____
	411159	463602
	_____	_____



DENTAL BOARD OF QUEENSLAND

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 1993

STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of these financial statements are:-

(a) Basis of Preparation of the Accounts

The accounts have been prepared on an accrual accounting basis in accordance with the historical cost convention and do not take account of changes in the general purchasing power of the dollar or in the value of specific assets.

Accounting policies adopted conform with the Public Finance Standards and applicable Australian Accounting Concepts and Standards.

(b) Licence Fees

Annual licence fees are levied in accordance with the By-Laws of the Board and are non-refundable. Licencees who have not renewed licences are removed from the Register. Income from licence fees is recognised only when fees are received.

(c) Employee Benefits

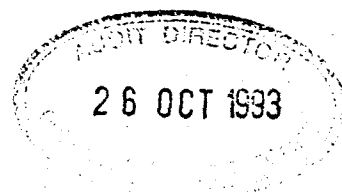
All full time staff of the Board are employees of Queensland Health and the salaries, wages and related costs of these officers are met by the Department and reimbursed by the Board on a quarterly basis. No provision has been made in the accounts for benefits accruing to these employees in relation to annual and long service leave. However, these have been included in the accounts of Queensland Health.

(d) Investments

Investments are recorded at cost which also approximates the current market value.

(e) Valuation of Non-Current Assets and Depreciation

Plant, furniture and equipment is owned conjointly with the various Medical and Other Boards. Under approved financial arrangements, the Board has a 3.2 percent interest in these assets. The value shown in the accounts is recorded at cost.



DENTAL BOARD OF QUEENSLAND

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)

YEAR ENDED 30 JUNE 1993

Only items with an acquisition value of \$500 or more are capitalised, items under this value being charged directly against income in the year of purchase.

Depreciation is charged on a straight line basis from the date of acquisition over the estimated economic lives of the assets.

(f) Accommodation

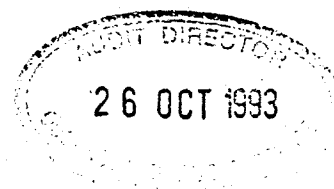
In 1992/93, accommodation was provided by the Administrative Services Department and paid for by Queensland Health.

NOTE 1 ANNUAL LICENCE AND OTHER FEES

	<u>1993</u>	<u>1992</u>
	\$	\$
Annual licence	78680	58645
Registration	6855	5970
Restoration	5302	4920
Dental Company Name	3500	1750
Other	690	835
	<hr/>	<hr/>
	95027	72120
	<hr/>	<hr/>

NOTE 2 ADMINISTRATION

	<u>1993</u>	<u>1992</u>
	\$	\$
Board Members' fees & expenses	8426	11148
Salaries and associated costs	43452	52860
General Administration	17001	21601
Legal expenses	80604	28108
Bad Debts Expenses	205	..
Other	6308	5323
	<hr/>	<hr/>
	155996	119040
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DENTAL BOARD OF QUEENSLAND

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)

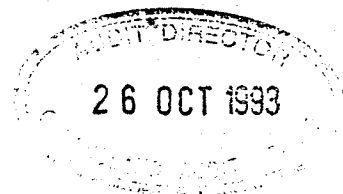
YEAR ENDED 30 JUNE 1993

NOTE 3 RECEIVABLES

	<u>1993</u>	<u>1992</u>
	\$	\$
Accrued Interest	1401	4281
Debtors	24486	3101
	<hr/>	<hr/>
	25887	7382
	<hr/>	<hr/>

NOTE 4 PLANT, FURNITURE AND EQUIPMENT

	<u>1993</u>	<u>1992</u>
	\$	\$
Plant, furniture and equipment	4507	2532
Less accumulated depreciation	1941	1273
	<hr/>	<hr/>
	2566	1259
	<hr/>	<hr/>



DENTAL BOARD OF QUEENSLAND

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)

YEAR ENDED 30 JUNE 1993

NOTE 5 SUSPENSE

1993	1992
\$	\$
96	42385

By amendment to the *Dental Technicians and Dental Prosthetists Act 1991* all funds held by the Dental Board of Queensland on behalf of dental technicians and dental prosthetists were vested in the Dental Technicians and Dental Prosthetists Board of Queensland. These transactions were previously recorded as Suspense items in the accounts of the Dental Board. Payments from Suspense totalled \$42,289 for 1992-93. The balance of \$96 remaining in Suspense at 30 June 1993 represents an under-remittance to the Dental Technicians and Dental Prosthetists Board of Queensland and will be transferred to that Board in 1993-94.

NOTE 6 COMMITMENTS

The Board had no commitments of a significant nature at 30 June 1993.

NOTE 7 CONTINGENT ASSETS/LIABILITIES

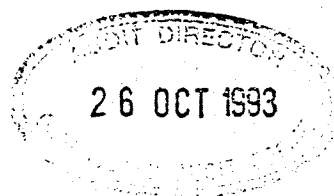
There were no known contingent assets or liabilities of a significant nature at 30 June 1993.

NOTE 8 SUBSEQUENT EVENTS

No event has occurred after balance date that has significantly affected, or may significantly affect the operations of the Board, the results of these operations, or the state of affairs of the Board in the financial years subsequent to 30 June 1993.

NOTE 9 SEGMENT REPORTING

The Board is responsible for the registration of Dentists in Queensland.



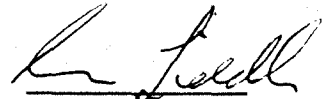
CERTIFICATE OF THE DENTAL BOARD OF QUEENSLAND

The foregoing annual financial statements have been prepared pursuant to the provisions of the *Medical Act and Other Acts (Administration) Act 1966* and the *Financial Administration and Audit Act 1977*. We certify that:

- (a) the foregoing financial statements and notes to and forming part thereof are in agreement with the accounts and records of the Dental Board of Queensland; and
- (b) in our opinion:
 - (i) the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the foregoing annual financial statements have been drawn up so as to present a true and fair view in accordance with prescribed accounting concepts and standards, of the transactions of the Board for the period 1 July 1992 to 30 June 1993, and of the financial position as at the close of that year.

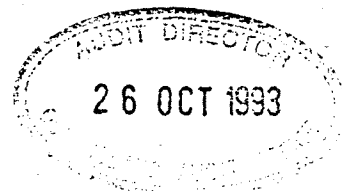


Dr J G Dann
President



E M Liddle
Acting Registrar

Date: 15 October 1993



AUDIT CERTIFICATE

I have examined the accounts of the Dental Board of Queensland as required by the *Medical Act and Other Acts (Administration) Act 1966* and the *Financial Administration and Audit Act 1977* and certify as follows -

- (a) I have received all the information and explanations which I have required;
- (b) in my opinion -
 - (i) the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the foregoing statements have been drawn up so as to present a true and fair view in accordance with prescribed accounting concepts and standards of the transactions of the Board for the period 1 July 1992 to 30 June 1993, and of the financial position as at 30 June 1993.



J G BUNGEY
Audit Director

(As delegate of the Auditor-General)

