

COVID-19 assessments and examinations policy

September 2021

The COVID-19 assessments and examinations Policy (the Policy) sets out the Australian Dental Council's (ADC) approach to supporting candidates affected by COVID-19.

Contents

COVID-19 assessments and examinations policy	1
1. Purpose	3
2. Overview	3
3. Scope	3
3.1 Policy scope	3
3.2 Out of scope	3
4. Policy	4
5. Additional guidance	7
6. Related documents	7
Document information	7
Appendix A - Definitions	8
Government directives	8
Orange zone	8
Red zone	8

1. Purpose

To identify the position of the Australian Dental Council (ADC) relating to:

1. Candidates currently residing internationally (excluding New Zealand); and
2. Candidates residing in Australia or New Zealand.

2. Overview

The COVID-19 pandemic has been felt by all candidates and the ADC has worked to minimise the impact on candidates as much as possible. It is the position of the ADC to always work with candidates top of mind and to provide them with opportunities to complete their dental practitioner assessment process.

The Australian Dental Council (ADC) is also committed to creating a COVID-safe environment for all candidates. This means supporting candidates to understand the impact of government directives and ADC policies on their individual circumstances and their ability to engage with the ADC assessment process.

3. Scope

3.1 Policy scope

This policy replaces the COVID-19 Policy – Assessments and Examinations 2020.

The COVID-19 assessments and examinations policy – September 2021 applies to all candidates currently eligible to sit a written or practical examination and requires candidates to identify their place of residence to determine the impact on their individual circumstance.

3.2 Out of scope

Candidates with a written examination validity period expiring prior to October 2020 are ineligible for consideration of an extension of their written examination validity period.

Candidates seeking to withdraw from an examination due to circumstances that are non-COVID related are advised to refer to the 'Examination withdrawal procedure' for guidance.

4. Policy

Policy Rule	Policy Statement
Initial Assessment	
4.1	The ADC will not extend any initial assessment validity period. Candidates can apply for an initial assessment renewal by following instructions available on the ADC website.
Written Examination	
4.2	Due to the Victorian government COVID-19 restrictions preventing the ADC from delivering practical examinations for a significant portion of 2020, all candidates with a written examination validity expiring between October 2020 and November 2022 were provided with a one-year extension of their written examination validity. From September 2021, these candidates will receive an additional one-year extension. No further extensions of written examination validity periods will be provided by the ADC.
4.3	Candidates residing outside Australia and New Zealand may apply to sit the written examination if eligible, however it is the candidate's responsibility to understand that the written examination validity period will be three years from successful completion of the written examination. Before applying, candidates must consider the likelihood of being able to travel to Australia to undertake the practical examination within the three-year validity period. Except as set out in policy rule 4.2 (which applies only to candidates whose original written examination validity expired between October 2020 and November 2022), no extensions of written examination validity periods will be provided by the ADC.

Policy Rule	Policy Statement
-------------	------------------

Practical Examination

- | | |
|-----|--|
| 4.4 | <p>The ADC is not accepting applications for the practical examination from candidates residing outside Australia and New Zealand until it has been identified that international border restrictions have been lifted by the Australian government. Exceptions will only be made for candidates who can provide evidence that they have been granted approval to enter Australia. The ADC will advise candidates residing outside Australia of the resumption of acceptance of their practical examination applications and will prioritise an application period for those affected when appropriate.</p> |
| 4.5 | <p>On 16th July 2021, the ADC announced that any candidates residing in a location the Victorian Government had declared a 'red zone' and who were no longer able to attend a confirmed practical examination were eligible for a 100% refund. This directive also extended to candidates who were ineligible to return to their place of residence if they entered Victoria due to persistent lockdowns in Victoria.</p> <p>Candidates impacted by 'orange zone' Victorian Government travel restrictions were out of scope of this directive.</p> <p>Candidates who could travel to Melbourne to attend their examination but were subject to quarantine or isolation requirements upon return to their place of residence were also out of scope of this directive.</p> <p>This directive was applied retrospectively to all candidates with a confirmed practical examination date starting from 1 January 2021. This directive will cease on 31 August 2021 and will be replaced with policy rule 4.6 from 1 September 2021.</p> |
| 4.6 | <p>Candidates who have a confirmed practical examination date scheduled between 1 September 2021 and 31 December 2021 who are unable to attend their scheduled ADC practical examination due a COVID-19 government directive are eligible for a 100% refund of their examination fee or postponement to the next available, appropriate, examination session. This includes candidates who do not wish to quarantine on return to their place of residence. Candidates must advise the ADC no later than 3pm the day before their scheduled practical examination to be eligible for a refund or postponement. Failure to formally notify the ADC of the need to withdraw/postpone the practical examination will result in forfeiture of the examination fee. Candidates must accept the next available practical examination date offered by the ADC, which may be scheduled in early 2022.</p> |
| 4.7 | <p>Supporting evidence, such as, but not limited to, proof of residence must be supplied to be eligible for the refund or postponement.</p> |
| 4.8 | <p>Candidates seeking a refund or postponement must provide a <i>Notification of withdrawal from an ADC examination</i> form by 3pm the day before the scheduled examination date to be eligible.</p> |

Policy Rule	Policy Statement
4.9	Candidates who have received a refund can apply for a new practical examination place as new application periods and examination dates become available, provided they are eligible.
4.10	Announcements regarding new application periods and examination dates will be made on the ADC website (www.adc.org.au). Updates on upcoming examinations will be made as the information becomes available. This will occur either through direct contact between the ADC and the candidate or on the ADC website (www.adc.org.au).
4.11	The impact of COVID-19 on candidates will continue to be monitored and this policy will be updated as required and changes communicated to candidates.

5. Additional guidance

Candidates who are unsure how to resolve their individual situation can contact the ADC at written@adc.org.au regarding the written examination, or practical@adc.org.au regarding the practical examination, to discuss options.

Further information regarding assessment and examinations can be found on the [ADC website](#).

Further information, and current updates on the Victorian travel permit system can be found on the [Victorian Government COVID-19 website](#).

6. Related documents

- [Notification of withdrawal from an ADC examination](#)
- [Examination withdrawal Procedure](#)

Document information

Policy Owner:	Director, Assessments and Examinations
Approval date:	10 September 2021
Effective date:	1 September 2021
Date for review:	31 December 2021
File reference:	

*unless otherwise indicated, this policy will continue to apply beyond the review date

Appendix A - Definitions

The following definitions are applicable throughout this policy:

Government directives

A government directive is any instruction from the government related to minimising the spread of COVID-19 in Australia.

Government directives include state-wide restrictions such as lockdowns, border closures and mask wearing and include directives to individuals to undergo testing, to quarantine, or to isolate.

Orange zone

An 'orange zone' means a location in a State, Territory or Green Zone Country assessed as medium risk for COVID-19 transmission.

If travelling from a designated orange zone, you must apply for a permit to enter Victoria. You cannot apply for a permit if you have COVID-19 symptoms, nor if you have visited a 'red zone'. You are allowed to travel through a 'red zone' for the purpose of transit.

In order to enter Victoria, you must agree to the requirement of self-quarantine, get a COVID-19 test within 72 hours of arrival and remain in self-quarantine until you receive a negative test result.

Red zone

A 'red zone' means a location in a State, Territory or Green Zone Country assessed as high risk for COVID-19 transmission.

A 'red zone' means non-Victorian residents are not allowed to enter Victoria without an exception, Specified Worker Permit, transit permit, freight worker permit, or exemption.

If you are a Victorian resident on a 'red zone' permit, you must return straight home (or to your accommodation) in Victoria, and self-quarantine for 14 days from the day you enter. You must get tested within 72 hours of arrival and again on or around day 13 of quarantine.