



AUSTRALIAN  
DENTAL  
COUNCIL

# Annual Report

2018/19

© The Australian Dental Council 2019

Level 6  
469 La Trobe Street  
MELBOURNE VIC 3000

Phone: +61 (0) 3 9657 1777  
Email: [enquiries@adc.org.au](mailto:enquiries@adc.org.au)  
Website: [www.adc.org.au](http://www.adc.org.au)

The Australian Dental Council acknowledges the traditional owners of the land on which we are located, the Wurundjeri Woiwurrung People of the Kulin Nation, and pays respects to their elders past, present and emerging.





# Contents

Who we are	1
The year in review	2
President's message	3
Chief Executive Officer's message	5
Strategic Plan 2018–2020	8
<b>Accreditation and Assessment</b>	<b>9</b>
Australian Dental Council and Dental Council of New Zealand Accreditation Committee	10
Assessment Committee	16
Driving improvement through research	22
<b>Stakeholder Engagement</b>	<b>24</b>
The Australian Dental Council marks its 25th anniversary	25
The year that was and the year ahead: 2018 ADC Member Forum	26
Accreditation and the commitment to a culturally safe health workforce	29
Our work nationally and internationally	31
<b>Governance</b>	<b>33</b>
Nominations Committee	34
Board of Directors	35
Senior Leadership Team	37
<b>Organisational Capability</b>	<b>38</b>
Finance Audit and Risk Monitoring Committee	39
2018/19 Financial Statements	41

# Who we are

---

The Australian Dental Council (ADC) is an independent accreditation authority assigned the accreditation functions for the dental professions by the Dental Board of Australia (DBA) under the National Registration and Accreditation Scheme (NRAS).

---

The ADC works to protect the health of the public by ensuring dental practitioners meet the high standards of the dental professions in Australia. The ADC is responsible for:

- Acting as the external authority responsible for accrediting education and training programs leading to registration as a dentist, dental specialist, dental hygienist, dental therapist, oral health therapist, and dental prosthetist.
- Developing accreditation standards, policies, and procedures for the assessment of Australian-based dental practitioner programs.
- Developing standards, policies, and procedures for the assessment of qualifications and skills of overseas trained dental practitioners, excluding dental specialists, to determine their eligibility to apply for registration to practice in Australia.
- Assessing the professional qualifications, knowledge, judgement, and clinical skills of overseas trained dental practitioners, excluding dental specialists, to determine their eligibility to apply for registration to practice in Australia.

The ADC is a not-for-profit company. Limited by guarantee under the *Corporations Act 2001*, the ADC holds charity status under the Australian Charities and Not-for-profits Commission.

The organisation is also registered with the Australian Securities and Investments Commission.

The ADC is funded by a grant from the DBA and through fee for service activities.

Current members of the ADC include key professional bodies, academic bodies, and other individual members of the Australian dental professions.

# The year in review

## ASSESSMENTS AND EXAMINATIONS



781 initial assessments processed



1,234 dentist written examinations conducted



1,338 practical examinations conducted



57 practical examinations held over 114 examination days



Candidates can complete the dental practitioner assessment process in **12 months**

## ACCREDITATION



62 accredited programs across 18 providers



Completed 8 site visits to 10 programs



Accredited 2 new programs



Community assessor to be added to the site evaluation team from 2020



Commenced the Accreditation Standards Review in June 2019

## ENTERPRISE



Commenced review of the ADC Constitution



Officially reappointed as the independent accreditation authority for the dental professions for a **5 year term**



Developed the ADC research strategy



Signed MoU with TEQSA to support cooperation and collaboration



ADC staff completed cultural safety training

# President's message

This year I completed my second year as President of the Australian Dental Council (ADC). Through this role, I have had the pleasure and opportunity to get to know many of you who contribute so much to the success of the ADC. Everything I have seen in the past year makes me even more excited for the future of the accreditation sector and the ADC's role within it.



**Conjoint  
Associate Professor  
Deborah Cockrell**  
President and Director

As many of you are aware, the ADC was first established in 1993. At the time, our role was to accredit education courses offered by Australian dental schools, which led to registration as a dentist in Australia.

Fast forward more than 25 years and today we are the independent accreditation authority assigned the accreditation functions by the Dental Board of Australia (DBA). Our role contributes to the safety of the Australian public by ensuring that all oral health practitioners meet the high standards required of the dental professions in Australia.

In November 2018 we held an anniversary dinner to commemorate this significant milestone in our history. It was heartening to see many of our past presidents, directors, members, and industry partners come together to mark this occasion. The longevity and success of the ADC has been made possible thanks to the dedication of many across the professions. This commitment has ensured that the ADC has the capabilities to meet the evolving landscape of the sector. To everyone who has contributed to the ADC's successes, past and present, thank you.

The ADC Board welcomed 2019 with a significant future agenda to strengthen our position, both nationally and internationally.

This year we commenced a review of the ADC Constitution. This project will seek to contemporise the Constitution for the organisation and ensure business rules are not only appropriate for our current operational environment, but also serve us in the long-term. Work on this project continued into the 2020 financial year before the new ADC Constitution was presented to Members during the 2019 Annual General Meeting.

During the February 2019 Board meeting, the Board approved the creation of a Nominations Committee as a Standing Committee of the Board. A key function of the committee is to provide advice on a range of matters relating to the selection and appointment of Board and Committee members. This committee includes an independent member with significant non-executive recruitment and appointment experience to help ensure the process remains transparent and independent.

Outside of Board and Standing Committee appointments, the Nominations Committee will also play a central role in establishing effective succession planning for the ADC Board of Directors and its Standing Committees. The work of this committee is vital to the organisation as it helps the Board work towards the delivery of effective governance under the ADC *2018-2020 Strategic Plan* (Strategic Plan).

In June the DBA officially reappointed the ADC as the accreditation authority for the dental professions for a further five years to 2024.

We strive to have a strong working relationship with the DBA. Our reappointment not only endorses the hard work of the ADC to deliver our core functions, it also reaffirms the importance of this relationship for both parties.

This year the Board of Directors started discussions on our vision for the next iteration of the Strategic Plan. Understanding what we do and how we continue to be leaders is important. With our current Strategic Plan set to conclude in 2020, now is the time for us to start thinking about the future direction of the ADC. By taking the opportunity to harness the expertise and experience of the ADC and its contributors, we are able to define what the coming years look like for oral health accreditation and the ADC more broadly. This work will help to ensure the ADC remains relevant in a rapidly evolving accreditation landscape.

Discussions on the future of the Strategic Plan are ongoing and I look forward to sharing the outcomes with you in the future.

During the year Dr Mark Hutton stepped down as a Director after three years on the Board. With more than 40 years' experience in the dental sector, along with his experience as a member of the ADA Executive, Mark brought a wealth of experience to the Board and I would like to thank him for his contribution during his time as a Director.

This has been another big year for the ADC. I would like to thank the Board of Directors for their support and professionalism this past year. Special thanks must go to Professor Lindsay Richards for his continued support as Vice President. Lindsay has a wealth of experience and his dedication to the ADC, both as Vice President and Chair of the Assessment Committee is invaluable.

Lastly, I would like to take this opportunity to acknowledge the leadership and passion of Chief Executive Officer, Narelle Mills, who continues to be the driving force behind the ADC's successes. Narelle has a passion and determination which strives to ensure the ADC achieves its vision to be a leader in accreditation and assessment in the oral health sector nationally and internationally.



**Deborah Cockrell**  
President



# Chief Executive Officer's message

This year the Australian Dental Council (ADC) continued to work in pursuit of its vision. We did this through the provision of high quality accreditation and assessments, undertaking research to drive continuous improvement, and through collaboration and engagement with our stakeholders.



**Narelle Mills**  
Chief Executive Officer

On 12 October 2018, the COAG Health Council endorsed and released the Accreditation Systems Review (ASR) final report. This report made 32 recommendations for accreditation systems reform in Australia across a number of areas including governance, relevance and responsiveness, and funding and cost effectiveness.

At the time of the report's release, Health Ministers agreed for the Australian Health Minister's Advisory Council (AHMAC) to complete stakeholder consultation into the cost, benefits and risks of each of the ASR's recommendations. This targeted consultation was released on 22 February 2019.

During the consultation period, the ADC worked to contribute to the narrative of the optimal governance for accreditation systems through collaboration with the Health Professions Collaborative Forum (the Forum) and through participation in discussions with government. In addition, I participated on a panel held in conjunction with the National Registration and Accreditation Scheme Combined Meetings. The panel actively engaged with government prior to the event, discussing the potential impact of the ASR's recommendations across

the sector, especially in relation to the themes of proposed governance models, and process and cost efficiencies.

These were important conversations to contribute to and I look forward to seeing how AHMAC use the information collected during the consultation period to determine the next steps for the implementation of the Review's recommendations.

Work to review the *Australian Dental Council (ADC)/Dental Council (New Zealand) (DC(NZ)) accreditation standards for dental practitioner programs* (the Standards) commenced in June 2019. The Accreditation Standards Review will ensure the Standards are in line with contemporary benchmarks and expectations, while focusing on public safety.

In June 2019 we conducted a survey to better understand the impact of the current Standards on accreditation stakeholders. This work also aimed to ascertain how the Standards could be strengthened to progress current issues facing the health sector, including Aboriginal and Torres Strait Islander health outcomes, inter-professional education, and consumer involvement.



## Chief Executive Officer's message

---

A working party has been convened for the Accreditation Standards Review, with the first meeting held in August 2019. We anticipate the revised Standards will be available for public consultation in early 2020.

The ADC continues to take a leading role in the Forum's *Role of accreditation in improving Aboriginal and Torres Strait Islander health outcomes project* (the Project). Dentistry had one of the highest response rates of the health professions surveyed in the thematic review, with data collected from 75 per cent of stakeholders surveyed.

Thank you to everyone who took the time to participate in this project. Findings have now been published as the final report of the [project](#). Concurrently and complementary to this work, the ADC is working in pursuit of its commitment to being a culturally safe organisation. This includes as an employer, as well as being reflected in our core functions and enabling documents; the competencies and the Accreditation Standards.

In July 2018, the ADC signed the Aboriginal and Torres Strait Islander Health Strategy — Statement of Intent. This statement reaffirms our commitment to working collaboratively to deliver a health sector where patient safety for Aboriginal and Torres Strait Islander Peoples is the norm. In acknowledgement of the ADC's leadership role in the Forum Project and representation on the Australian Health Practitioner Regulation Agency (AHPRA) Aboriginal and Torres Strait Islander Health Strategy Group, I was invited to speak on behalf of the accreditation authorities during the signing.

We also commenced our journey towards being a more culturally safe employer. In June 2019, ADC staff came together to learn more about cultural safety from Shelly Reys AO from Arrilla. A valuable session for everyone involved, as a group we considered the organisation's next steps, including the start of our thinking towards an ADC Reconciliation Action Plan. This training is now being rolled out to our decision makers with the Board of Directors completing their own session with Arrilla in November 2019.

This year also marked the commissioning of our first research project. A foundation for continuous improvement, our research will provide an evidence base to continue to improve our role as a leader in accreditation. This work will also help us anticipate future needs by addressing important issues facing the sector.

Our first project, completed by The University of Sydney, involved scoping research to ascertain how other health focused organisations, nationally and internationally, involve consumers in examinations and assessments. We are now using the findings to explore opportunities to expand the role of consumers in the design and delivery of our assessments and examinations. Work on this is ongoing and will continue into 2020.

July 2019 marked the first anniversary of the commencement of the new format practical examination from the ADC examination centre. Outside of the benefits of the standardisation and scalability of the practical examination process, a key driver for this project was to be able to provide candidates with the opportunity to complete (not necessarily pass as this is dependent on the competence of the candidate) the entire dental practitioner assessment process within a 12 month period.

## Chief Executive Officer's message

---

We achieved this milestone in February 2019, with candidates sitting the March 2019 written examination being informed of the opportunity to apply for August 2019 practical examination seats following the successful completion of their written examination. This announcement gave candidates sitting the March 2019 written examination the knowledge that they could apply for a practical examination seat shortly after the release of their written examination result.

In November 2018, the Assessment Committee formed the Assessment Review Working Party (ARWP). The ARWP is responsible for developing a comprehensive assessment strategy to promote the delivery of a fair, responsive and defensible assessment process in an evolving environment. As part of its review of our assessment processes, the ARWP recommended the ADC prioritise an in-depth review of the written examination. This includes a review of the current examination blueprint, structure and psychometric quality of items and examinations.

As part of this work we have appointed the Australian Council of Educational Research (ACER) to assist with the review process. Work to review the written examination is now underway and is due for completion in late 2019.

As this report demonstrates, it has been another ambitious year for the ADC and I want to thank our Board of Directors, led by Conjoint Associate Professor Deborah Cockrell for their support and guidance.

Thanks must also go to our examiners, assessors, Committee members, and item writers for your ongoing contribution to the ADC. Your expertise and support ensures our accreditation, assessment and examination processes continue to be valid.

On a personal level, I would like to thank my senior leadership team. Your commitment, wisdom and drive enables us to deliver on our strategic aims in pursuit of our vision.

Finally, thank you to the ADC team. It is a privilege to lead a team, which is not only high achieving and ambitious, but is also generous, supportive and team focused. The energy and passion of this remarkable group of people is inspiring to work with every day.

I am proud of the achievements of the ADC during the last year. A lot can happen in 12 months and I look forward to seeing all the ADC achieves in the year ahead.



**Narelle Mills**  
**Chief Executive Officer**

# Strategic Plan 2018–2020

The ADC *Strategic Plan 2018–2020* outlines the organisation's corporate vision and explains how the organisation will work to fulfil this vision.

## Our vision

To be a leader in accreditation and assessments in the oral health sector nationally and internationally.

## Our strategic aims

Giving direction to the corporate vision, the ADC's strategic aims highlight the focus areas of the organisation for the next two years.

### Governance

The ADC is effective in its governance.

### Organisational capability

The ADC maximises its organisational capability.

### Accreditation and assessment

The ADC achieves excellence in accreditation and assessment practices.

### Stakeholder engagement

The ADC actively engages with its stakeholders.

## Our values

The corporate values underpin the organisation's vision and strategic aims. These values form the base of the ADC and provide guidance to the organisation's day-to-day interactions with all stakeholders.



### Ethical

We follow ethical practice in all areas of our operations.



### Respectful

We respect the interests of our diverse group of stakeholders.



### Fair

Our accreditation and assessment processes are thorough, robust, and fair.



### Transparent

We work to ensure our processes and procedures are transparent across all stakeholder groups.



### Independent

We preserve our independence in every stage of our decision-making process, and work to manage conflicts of interest in all services and processes.



### Supportive

We offer an inclusive, diverse, and supportive family-friendly workplace, which provides its people with opportunities to achieve their professional goals.



# Accreditation and Assessment

# Australian Dental Council and Dental Council of New Zealand Accreditation Committee

This is my last annual report foreword as Chair before I step down from the Australian Dental Council (ADC)/Dental Council (New Zealand) (DC(NZ)) Accreditation Committee (the Committee) in November 2019.



**Professor  
Michael Morgan,  
GAICD**

Chair

It has been a privilege to serve on the Committee as both a member and as Chair over a number of years. I would like to thank all of those who have supported me over this time and contributed so much to the accreditation process and public safety. This includes members of the Accreditation Committee, members of the professions who give their time to join Site Evaluation Teams (SETs) and the ADC staff.

I would like to thank three people from the ADC in particular. Since March 2018, Michael Guthrie has been an enormous asset and guiding hand as Director, Accreditation and Quality Assurance. His development and review of accreditation policies have provided huge benefits. His experience in the United Kingdom in his previous accreditation and regulatory roles have advanced both the ADC and Dental Council DC(NZ). He will be leaving big shoes to fill.

Mark Ford has been appointed to replace Michael. For six years, Mark has demonstrated his aptitude and collegiality within the accreditation team together with providing informed advice and leadership in relation to SET organisation and program site visits. Mark will assume the Director role following the completion of Michael Guthrie's tenure in October 2019.

Finally, Nghi Robinson departed the ADC this year. Nghi has been the friendly face behind accreditation for more than five years. She has been a great support for the team and her cheery personality is already being missed. I wish all three well in their ongoing careers and thank them for informing the accreditation process and ensuring that through the work of the ADC and DC(NZ), dental education programs in Australia and New Zealand remain so highly respected.



### Accreditation of dental education programs

Accreditation is granted by the ADC and the DC(NZ) to dental practitioner programs meeting the *ADC/DC(NZ) Accreditation standards for dental practitioner programs* (the Standards). Accreditation means the program produces graduates with the professional competencies necessary to apply for registration to practise dentistry in Australia or New Zealand.

### Accreditation Committee

The Committee is made up of individuals with backgrounds in dental academia, the dental profession, the community, the public sector and a student representative. It is a Committee of the ADC and the DC(NZ) that makes recommendations to the ADC Board of Directors and the DC(NZ) in matters within the scope of its terms of reference and delegation. The main roles carried out by the Committee are to:

1. Develop, review, and consult on, where appropriate, the Standards for Australian and New Zealand dental practitioner programs.
2. Assess dental practitioner programs against the Standards and make a decision or recommendation about the accreditation outcome.
3. Monitor accredited programs to ensure they continue to meet the Standards throughout the period of accreditation.

### Accreditation Committee meetings

#### Meetings:

- 3 August 2018
- 2 November 2018
- 27 November 2018 (teleconference)
- 12 December 2018 (teleconference)
- 1 February 2019
- 10 May 2019.

The Committee also made two decisions by circular resolution during the year.

During the course of the year, Professor Mark Gussy, Dr Chris Handbury and Dr Robin Whyman retired from the Committee. I would like to thank Mark, Chris and Robin for their invaluable contribution to the work of the committee. At the May 2019 meeting, we welcomed Brigadier Andrew Gray, the Chair of the DC(NZ), to the Committee.

Cindy Zhou stepped down following the completion of her term as our student representative. We have welcomed Jeffrey Ding as our new student representative. We benefit enormously from student representation on the Committee. I would like to thank Cindy, Jeffrey and the Australian Dental Students' Association (ADSA) for their contribution to our work.

Committee member	Eligible to attend	Attendance
Professor Mike Morgan (Chair)	6	6
Mr John Aarts	5	5
Associate Professor Werner Bischof	6	5
Ms Jan Connolly	6	5
Mr Jeffrey Ding	2	2
Mr Anthony Evans	6	5
Associate Professor Lyndie Foster Page	6	5
Brigadier Andrew Gray	1	1
Professor Mark Gussy	6	3
Dr Chris Handbury	6	4
Dr Robin Whyman	5	5
Ms Cindy Zhou	4	2

**Table 1. ADC/DC(NZ) Accreditation Committee meetings and attendance 2018/19**



## Accredited programs

As at 30 June 2019, there were 62 accredited programs, delivered by 18 education providers. The breakdown of accredited programs is given in Table 2. These figures include one accredited program, which is no longer open to new students and is being 'taught out'.

Type of program	Number
Dentist	10
Dental specialist	38
Dental hygienist	1
Dental hygienist / Dental therapist / Oral health therapist	8
Dental prosthetist	4
Endorsement — Conscious sedation	1
<b>Total</b>	<b>62</b>

**Table 2. Number of accredited programs as of 30 June 2019**

## Site Evaluation Teams (SETs) and Site Visits

The Accreditation Committee is assisted in its review of programs by SETs. SETs comprise members of the dental professions appointed by the respective Councils to:

- review documentation submitted by the education provider against the Accreditation Standards
- conduct a paper-based review or an on-site visit of the education provider (when required) to gather evidence that the Accreditation Standards have been met
- prepare detailed reports of the above.

There are normally three to five members of each SET, covering the following skills sets:

- an experienced clinician in a relevant discipline
- a senior academic with strong understanding of modern educational principles and practice
- experience in accreditation processes
- experience in assessment and education.

SETs reviewing specialist dental programs include at least one specialist assessor for each specialist program being reviewed.

In New Zealand, SETs also include a lay member.

In May 2019, the Committee and the ADC Board of Directors agreed to add a community assessor to SETs undertaking site visits to programs leading to general registration. This will commence in 2020. The community assessor, a non-dental practitioner, will replace one of the practitioner members and will be an equal member of the team, providing an important consumer perspective. This development is part of the ADC's commitment to involve consumers and the community in its work.

The site visits undertaken in 2018–19 are detailed in Table 3. We carried out eight visits to ten programs including visits to two new programs.

Education provider	Program	Attendance	Reason for visit	ADC decision
Charles Sturt University	Bachelor of Oral Health (Therapy and Hygiene)	7-8 August 2018	Re-accreditation	2 November 2018
TAFE Queensland	Bachelor of Dental Prosthetics	12-13 September 2018	Re-accreditation	2 November 2018
University of Western Australia	Doctor of Clinical Dentistry in Dento-Maxillofacial Radiology	4 October 2018	Initial accreditation	Decision pending 30 June 2019
The University of Melbourne	Bachelor of Oral Health	9-10 October 2018	Re-accreditation	12 December 2018
Charles Sturt University	Bachelor of Dental Science	2-3 April 2019	Monitoring — Condition	10 May 2019
La Trobe University	Bachelor of Health Sciences in Dentistry / Master of Dentistry	14-15 May 2019	Re-accreditation	Decision pending 30 June 2019
	Bachelor of Dental Science (Honours)		Initial accreditation	
TAFE SA	Advanced Diploma of Oral Health (Dental Hygiene)	22-23 May 2019	Re-accreditation	Decision pending 30 June 2019
The University of Queensland	Bachelor of Dental Science (Honours)	5-6 June 2019	Monitoring	Decision pending 30 June 2019
	Doctor of Clinical Dentistry in Special Needs Dentistry			

**Table 3. Site visits — 1 July 2018 to 30 June 2019**

## Concerns about accredited programs

Concerns about accredited programs are one source of information which can help ensure programs continue to meet the Accreditation Standards.

In 2018–19, a new *Concerns about accredited programs policy* was published. The policy outlines the process that will be followed when a concern is received. Alongside the policy, there is now an accessible guide for people who are considering raising a concern.

The early signs indicate the publication of the policy and guide has been very positive in improving the transparency and accessibility of the concerns process.

In 2018–19, three concerns about accredited programs were received. Of these concerns:

- one was closed because it did not meet the threshold for investigation
- one was considered as part of an already planned re-accreditation site visit
- one, alongside other informally raised concerns, contributed to a decision to undertake a monitoring visit to one program which resulted in the imposition of conditions.

## Review of the Accreditation Standards

In 2018–19, we commenced a planned review of the Accreditation Standards.

The Standards came into effect in 2016. Since their publication, the Standards have been well received by stakeholders and adopted in full or in part by other accreditation bodies in Australia, New Zealand and beyond.

Our initial assessment is that the Standards are working well and substantial changes to content or structure are unlikely to be necessary. However, this assessment will be tested during the review.

In June 2019, the review began with a survey of stakeholders, seeking feedback on how the Standards are working and how they might be improved. In 2019–20, a working party will provide expert advice on any changes to the Standards. A consultation will then be held on any proposed changes.

## Achievements

The following are some of our other key achievements in the past year.

- Ensuring the Standards continue to be met by increasing the rigour with which annual monitoring reports from education providers are scrutinised.
- Reviewing and revising the procedure for the accreditation of specialist programs, including sourcing stakeholder feedback on new guidelines to be used at site visits in 2020.
- Piloting the use of a pre-visit survey to see if a survey has value in gathering stakeholder feedback which informs the work of the SETs. The Committee will review the outcomes of this pilot in 2019–20 to determine what role, if any, such a survey may play in the accreditation process going forward.
- Publishing new guidelines on accreditation report writing and guiding principles for assessors in writing accreditation conditions.
- Ongoing revision and refinement of the accreditation process and documentation, including the assessor handbook and question bank for site visits.
- Running a third information session and workshop for education providers preparing for accreditation site visits.

# Assessment Committee

The pursuit of excellence in our assessments and examinations functions continues to be a driver of the Australian Dental Council's (ADC) success.



**Professor  
Lindsay Richards**  
Chair

July 2019 marked the first anniversary of the successful delivery of the new format practical examination. The practical examination for general dentistry is now delivered solely at the purpose-built ADC examination centre.

The uptake of places for the new format practical examination has been strong. During the year, 57 examination sessions were released, each session offering 24 examination seats. In total, 1,368 practical examination seats were available during the 12 months to 30 June 2019. All seats were filled and all examinations ran as scheduled. Thirty practical examination withdrawals were processed during this period, resulting in the completion of 1,338 out of a possible 1,368 practical examinations over the year.

One of the aims when establishing the examination centre was to provide all candidates with the opportunity to complete the entire assessment process within a 12-month period. Under our previous examination delivery model, this had proved challenging for general dentistry candidates. Our aim was achieved in February 2019, with candidates who successfully completed the March 2019 written examination being offered the opportunity to apply for practical examination seats in August 2019. Blocks of practical examination seats are now routinely reserved for successful candidates following each written examination.

The examination centre has proved successful on many levels. The new examination format, which assesses a wider range of skills, provides the general community with additional assurance that successful candidates are well-rounded practitioners. For the candidate, on-site ADC staff, smaller candidate groups, a dedicated candidate lounge and high quality equipment has provided an improved examination-day experience.

Dental hygiene, dental therapy, combined dental hygiene/therapy and dental prosthetist practical examinations are also held at the ADC examination centre. The format for these examinations is unchanged. The examination centre is also equipped with a fully-functional laboratory with an additional simulation workstation should an overseas qualified dental prosthetist be eligible for assessment.

# Assessment Committee

The ADC is committed to the delivery of a fair, responsive, valid, and defensible assessment process in an evolving environment. In November 2018, the ADC Assessment Committee formed the Assessment Review Working Party (ARWP). The ARWP is responsible for identifying areas where the assessment process is already meeting best practice requirements as well as identifying and prioritising areas for change. In developing a comprehensive assessment strategy, the ARWP reviews a wide range of information and takes advice from external consultants.

The ARWP has recommended the ADC prioritise an in-depth review of the written examination. This includes reviewing the existing examination blueprint and examination structure. We have engaged the Australian Council of Educational Research to assist us with this project, which is due for completion in 2020.

ADC examiners and item writers are integral to the success of the ADC examination process. We are fortunate in having a wide range of skilled practitioners and academics from across Australia on both our examiner and item writer panels. In March 2019 we held our second examiner and item writer workshop near Lancefield, Victoria, which gave examiners, item writers, and the ADC the opportunity to share information and engage with thought provoking topics related to the sector.

A key theme for the workshop was the importance of communication in health care and methods for enhancing the assessment of communication skills. Facilitated by the Centre for Organisational Change in Person-Centred Healthcare at Deakin University, the workshop used simulated patients and role play to explore how research in this area can be translated into the assessment of communication skills in the practical examination.

Additional item writer training workshops, for both written and practical examination items, have taken place throughout the year.

This was an important year for assessments and examinations at the ADC. I would like to take this opportunity to thank our examiners, item writers, members of the Assessment Committee and its working groups, and the ADC staff for their continued contribution to, and support of, the ADC.

## Assessment Committee

Professor Lindsay Richards (Chair)

Associate Professor John Boucher AM

Ms Jacqui Gibson-Ross *Resigned 10 December 2018*

Dr Melanie Hayes

Dr Anu Polster

Dr Mark Rowe

Associate Professor Catherine Snelling

Dr Tom Tseng

Dr Felicia Valianatos

Dr Judith Werner

Table 4. Assessment Committee members 2018/19

# Initial assessment

The ADC received and processed 781 initial assessment of professional qualification applications across all dental professions.

The breakdown of initial assessments completed by the ADC between the 2017 financial year and the 2019 financial year is outlined in Table 5.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2016/17	58	59	65	65	42	25	77	57	99	70	62	45	724
2017/18	57	82	62	90	70	42	61	59	92	87	71	50	823
2018/19	56	59	68	99	58	39	61	70	83	72	57	59	781
Average	57	67	65	85	57	35	66	62	91	76	63	51	2328

Table 5. Breakdown of initial assessments completed between the 2017 financial year and 2019 financial year

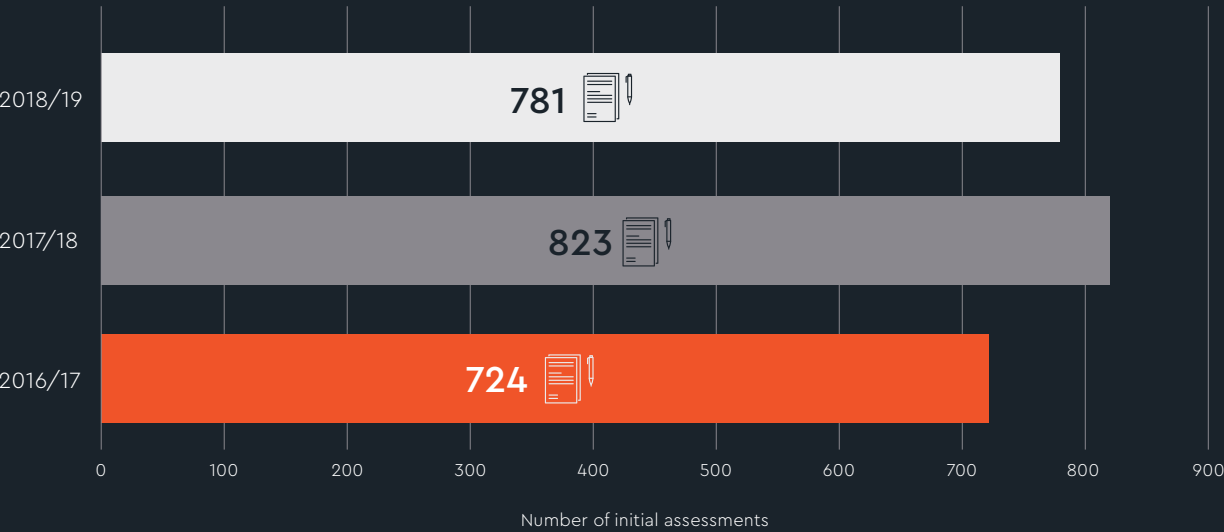


Figure 1. Breakdown of initial assessments completed between the 2017 financial year and 2019 financial year

This year, the ADC received applications from candidates with primary qualifications from 63 different countries. Of these, 45 per cent of applications were received from candidates with a primary qualification from India. The geographic distribution of candidates is shown in Figure 2.

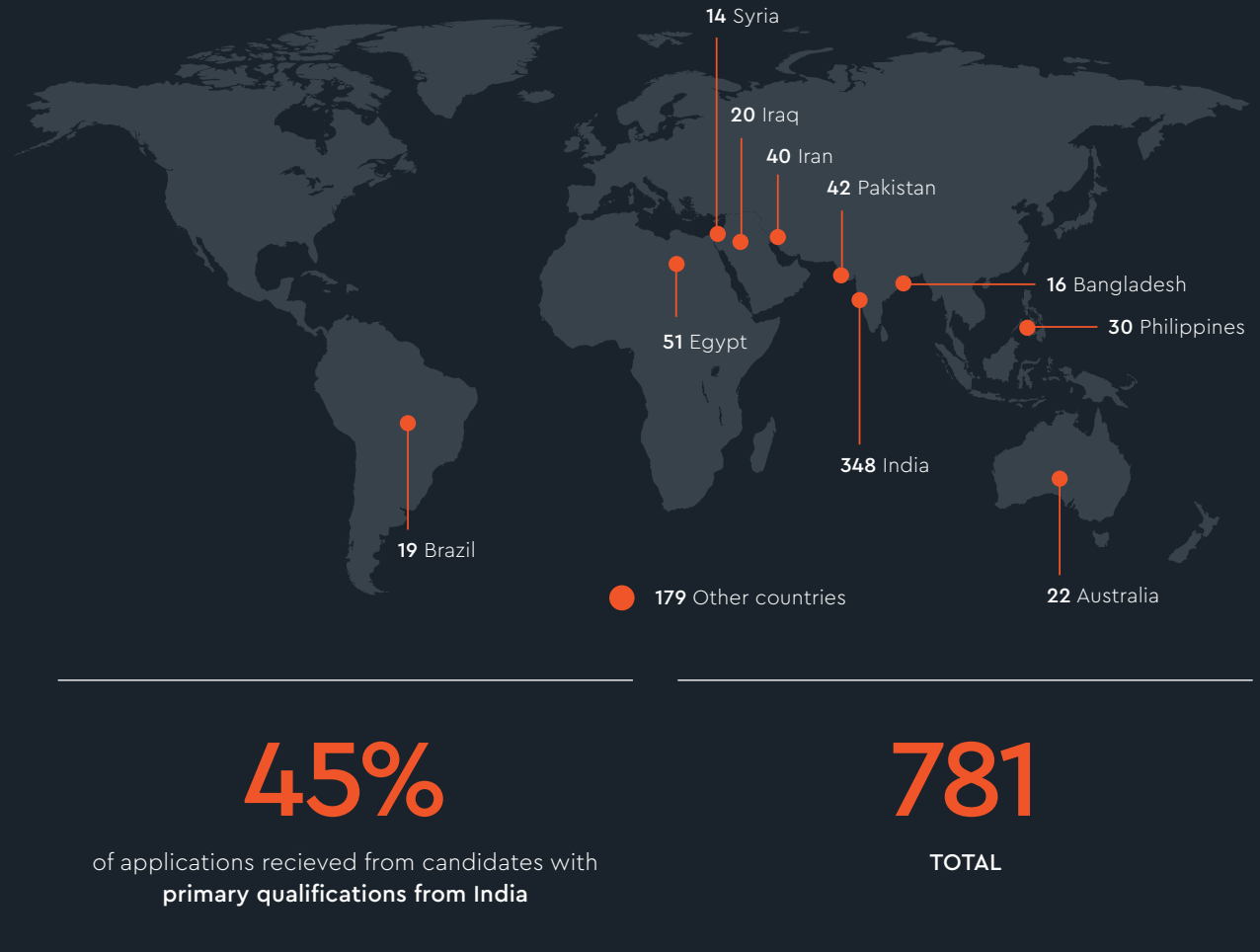


Figure 2. Breakdown of initial applications in 2018/19 by country of qualification\*

*\*Includes initial assessments completed as part of the skills assessment process*



Written examination

In 2018/19, candidates sat 1,234 written examinations in general dentistry and 11 in dental therapy, dental hygiene, and oral health therapy.

Of candidates sitting the written examination for general dentistry, 428, or 35 per cent, successfully passed. A further seven candidates, or 64 per cent, passed the written examination for dental therapy, dental hygiene, and combined dental hygiene/therapy.

The written examination for general dentistry is delivered via a computer-based format by PearsonVUE on behalf of the ADC. Examinations were delivered at approximately 30 different venues nationally and internationally.

Due to the smaller number of candidates, written examinations for dental therapists, dental hygienists, and oral health therapists are delivered in a paper-based format by the ADC in Melbourne. This is consistent with previous years.

Table 6 outlines the written examination pass rates for general dentistry from September 2017 to March 2019.

	September 17	March 18	September 18	March 19
Total	579	562	591	643
Pass	207	219	194	234
Fail	372	343	391	409
% Pass	36	39	33	36
% Fail	64	61	37	64

Table 6. General dentistry written examinations completed between September 2017 and March 2019

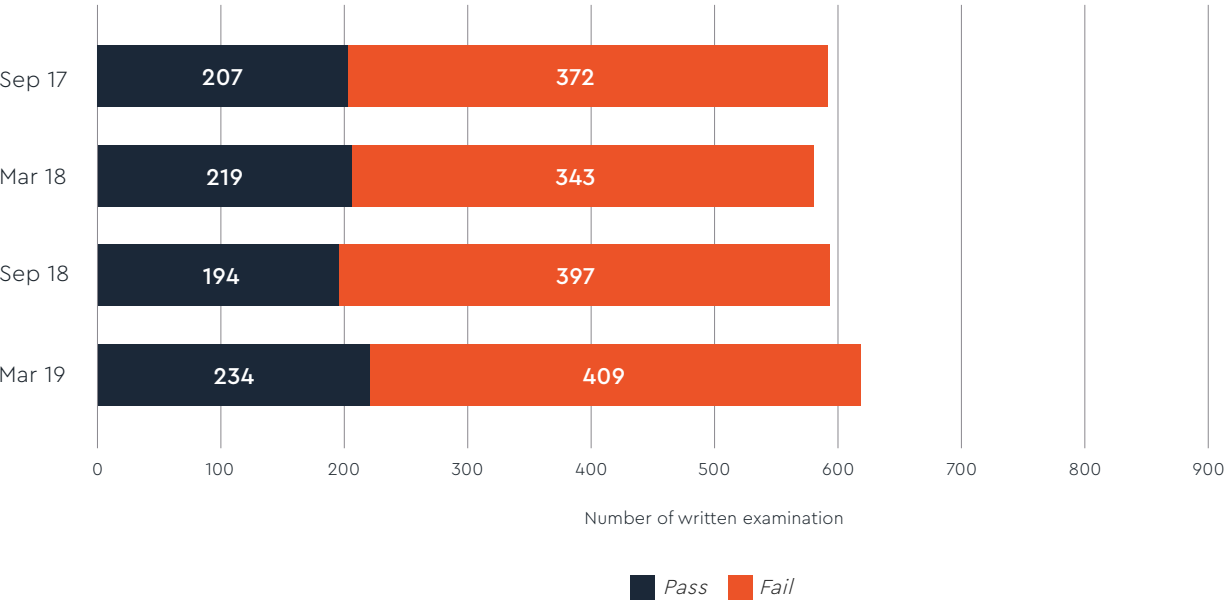


Figure 3. Written examinations in general dentistry completed between September 2017 and March 2019

## Practical examination

The ADC saw a strong uptake of the new format general dentistry practical examination by candidates. Between 1 July 2018 and 30 June 2019, 57 sessions were held over 114 examination days. Of this 1,338 out of a possible 1,368 practical examinations were completed. The discrepancy of 30 places was due to candidate withdrawals.

Of the candidates sitting the practical examination during this period, 176, approximately 13 per cent, successfully completed the assessment. It is important to note that some candidates may have sat multiple examinations during the reporting period.

While not directly comparable with the previous practical examination format the pass rate of the new format examination is consistent with results from the previous examination format.

As data relating to the outcomes of the new format practical examination becomes increasingly available it will provide scope to further analyse trends across candidature and examinations.

Practical examinations for dental hygienists and dental therapists were held in November 2018 and June 2019. Fourteen dental hygiene/dental therapy candidates sat the practical examination, with five successfully completing the process.



57

Practical examination sessions held



114

Examination days



1,338

Number of practical examination assessments\*

*\*Out of a possible 1,368*



176

Candidates passed



13.2%

Practical examination pass rate

# Driving improvement through research

Research plays a role in driving improvement, informing decision making, and facilitating engagement. By establishing an evidence base, research helps anticipate future needs and bridge gaps by addressing important issues.

Research supports our corporate vision and strategic aims as highlighted in the 2018–2020 *Strategic Plan*. These projects improve the role we play as an accreditation authority and assess our effectiveness under the National Registration and Accreditation Scheme.

In 2019 we commissioned our first research project titled *Consumer involvement in the design and delivery of examinations and assessments for health professionals and health professional education*. Completed by The University of Sydney, this scoping research investigated how other organisations involve consumers and community groups in accreditation and assessments. It also looked at the benefits these groups bring to the design and delivery of examinations and assessments.

Analysing available literature on the topic, the literature review found consumer involvement was primarily used in the delivery of examinations and assessments by education and training providers, rather than accrediting authorities. Where consumer involvement was used in education and training, this was largely in relation to the assessment of non-technical skills, such as communication.

The research also found consumer involvement most effective when consumers were given the opportunity to draw on their lived experience of healthcare to contribute to the development and implementation of assessment and examinations. This was enhanced further when consumers worked alongside academics and clinicians to create a well-rounded picture of student competence.

These findings are being used to drive innovation and expand the role consumers have in the design and delivery of assessments and examinations. The goal is to increase the authenticity and validity of the examination process.

## Driving improvement through research

---

Focusing on the practical examination for overseas-qualified dental practitioners, this work will look at how input from consumer representatives can be incorporated into the design of objective structured clinical examination tasks and the assessment of the communication skills within those tasks.

In accreditation, we are working to communicate the research findings with education and training providers. A theme in the review of the Accreditation Standards, opportunities exist for providers to involve consumers in the development and delivery of their programs.

Moving forward, we have appointed The University of Melbourne to perform research to explore the extent individuals completing accredited programs leading to general registration are prepared to practice.

Addressing the outcomes we seek to achieve through the delivery of our accreditation activities, this research will generate baseline data to help assess our effectiveness in achieving our objectives under the National Registration and Accreditation Scheme (NRAS).

Findings from this project will be available in late 2020.







# Stakeholder Engagement

# The Australian Dental Council marks its 25th anniversary

On 19 March 1993, representatives from the Dental Board of the States and Territories of Australia, the Australian Dental Association, and the Committee of Deans of Dental Schools came together for the inaugural meeting of the Australian Dental Council (ADC).

Formed initially to provide a national body for the accreditation of education courses offered by Australian dental schools leading to registration as a dentist, it was the ADC's responsibility to perform this role on behalf of the state Boards.

Moving forward 25 years, today the ADC is the independent accreditation authority assigned the accreditation functions for the dental professions by the Dental Board of Australia under the National Registration and Accreditation Scheme (NRAS). Through our role, we protect the health and safety of the public by ensuring the dental practitioners meet the high standards of the dental professions in Australia.

To mark this significant milestone, the ADC celebrated its silver anniversary with an anniversary dinner on 15 November 2018.

Attended by past presidents, directors, ADC Members, industry partners, and staff, the event provided an opportunity for guests to reflect on the role the ADC has played in the dental and health sectors.

Commemorating 25 years of achievements, the evening featured speeches from former Presidents Dr Lloyd O'Brien AO and Dr Ralph Neller AM.

An organisation which has undergone considerable change, the achievements of the ADC have only been made possible thanks to the dedication of a number of people across the professions. Their commitment to the ADC has ensured the organisation has the capabilities to meet the evolving landscape of the sector and will continue to do so into the future.





# The year that was and the year ahead: 2018 ADC Member Forum

Each year, the ADC brings together its Members from across Australia's dental, accreditation and assessment sectors for the Member Forum. This event is an opportunity for Members to come together and learn more about key trends and themes in the sector during the previous year.

In 2018, the theme of the Member Forum was the transformation of the ADC. Featuring presentations from the senior leadership team, the Forum covered a range of topics, including the establishment of the ADC examination centre and an overview of current statistics and intelligence around program accreditation.

Helping to build understanding on the running of the new format practical examination, the Forum gave attendees an insight into the work involved to ensure the successful delivery of the first round of practical examinations from 9 July 2018.



A highlight from the Forum was the practical examination marking workshop hosted by Dr Justine Stamford, Manager, Examination Delivery. Helping to build understanding on the running of the new format practical examination, this hands-on session gave attendees a unique insight into the marking process for a clinical scenario.





The year that was and the year ahead: 2018 ADC Member Forum

Providing a holistic picture of the work completed across the ADC, the Forum also looked at work completed in the accreditation space during the year. Featuring detailed data on current statistics and intelligence observed by the accreditation team, the presentation expanded stakeholder understanding on the effect we have in ensuring accredited programs meet the high standards required of the Australian dental sector.

Following the presentation section of the Forum, attendees were provided with the opportunity to discuss work underway and upcoming projects with staff and the Board of Directors.



Organisational members

- Australasian Council of Dental Schools
- Australian Dental Association
- Australian Dental and Oral Health Therapists' Association
- Australian Dental Prosthetists Association
- Dental Council of New Zealand
- Dental Hygienists Association of Australia
- Royal Australasian College of Dental Surgeons

Table 7. Current Australian Dental Council organisational members



Individual members	
Conjoint Associate Professor Deborah Cockrell (Chair)	
Ms Janice Connolly	
Dr Melanie Hayes	
Dr Michael McGuinness AM	
Professor Christopher Peck	
Professor Lindsay Richards	
Associate Professor Catherine Snelling	
Dr Tom Tseng	
Dr Keith Watkins	
Associate Professor John Boucher AM	
Mr Anthony Evans	
Associate Professor Neil Hewson	
Professor Michael Morgan	
Dr Janet Preuss	
Dr Bruce Simmons	
Dr David Sykes OAM	
Ms Lucy Vincent	
Dr Stanley (Tim) Wigmore	

Table 8. Current Australian Dental Council individual members

# Accreditation and the commitment to a culturally safe health workforce

Accreditation has a role to play in improving the health outcomes for Aboriginal and Torres Strait Islander Peoples as well as ensuring the delivery of a culturally safe workforce. Work to achieve this continues to be a key commitment for all those involved in the health accreditation sector, including the ADC.

This year the Australian Dental Council, in conjunction with the Health Professions Accreditation Collaborative Forum (the Forum), released the final report for [The role of accreditation in improving Aboriginal and Torres Strait Islander health outcomes project](#) (the Project). Aiming to understand the degree in which health practitioner programs work to produce culturally safe health workers, the Project also looked at how education providers support those students identifying as Aboriginal and/or Torres Strait Islander and/or Māori.

Dentistry had one of the highest response rates of the health professions surveyed through the thematic review, with data collected from 75 per cent of ADC accredited programs surveyed.

Analysis indicates the strength of accreditation as a lever for change and identifies learning opportunities across all professions. This data is being used by the Forum to help inform future projects and potential policy changes, which aim to improve health outcomes for Aboriginal and Torres Strait Islander communities.

In addition to the thematic review, the Forum also used the Project to ascertain how Aboriginal and Torres Strait Islander Peoples and Māori voices are involved in decision making across the accreditation authorities. Of the decision makers invited to participate in the survey from the ADC, 107 responded.

Feedback from the Forum's decision maker's survey is now being used to help expand the role of Aboriginal and Torres Strait Islander Peoples' voices in the decision making of the ADC.



## Accreditation and the commitment to a culturally safe health service

In accreditation, cultural safety is one of the central focus areas under consideration as part of the *ADC/Dental Council (New Zealand) accreditation standards for dental practitioner programs* (the Standards). As all Australian accredited programs are assessed against the Standards, the review provides an opportunity to strengthen the Standards to ensure dental practitioner programs produce graduates who are safe to work with Aboriginal and Torres Strait Islander Peoples.

The ADC's commitment to cultural safety also extends to its position as an employer. In 2019, all ADC staff participated in cultural competence training, hosted by Shelley Reys AO of Arrilla. Cultural safety training for the Board of Directors is planned for November 2019. Following this, the ADC will look to further ingrain cultural safety into the day-to-day operations of the organisation.



# Our work nationally and internationally



Narelle Mills, Alessandra Peck (Dental Board of Australia), and Michael Guthrie meet with delegates from South Korea in December 2018



Narelle Mills, Lamont MacNeil (American Dental Education Association), Stephanie Tubert-Jeannin (Association for Dental Education in Europe), Barry Quinn (King's College), James Field (University of Sheffield), Adam Hasan (King's College London Dental Institute) present at the *Outcomes based dental education: why, how and is it right?* Symposium during the International Association for Dental Research General Session on 21 June 2019 in Vancouver



## Sharing our work nationally and internationally



Narelle Mills and Karl Briscoe (National Aboriginal and Torres Strait Islander Health Worker Association) present on the role of accreditation to cultural safety during the Council on Licensure, Enforcement and Regulation Asia Pacific Regional Symposium on 30 November 2018 in Wellington



Chris Robertson (Australian Health Practitioner Regulation Authority), Narelle Mills, Deborah Frew (NSW Ministry of Health), Robin Flynn, Ian Bluntish (Chair, Optometry Board of Australia) present at the National Registration and Accreditation Scheme Combined Meetings in February 2019 in Melbourne



Narelle Mills presents *Outcomes not inputs: a multi-professional framework for accreditation* during the International Association of Medical Regulatory Authorities International Conference on 8 October 2018 in Dubai



Narelle Mills, with Murray Thomas (Dental Board of Australia), presented on the *Role of the ADC in the Australian accreditation sector* during the Dental Hygienists Association of Australia Leadership Forum on 15 June 2019 in Melbourne



Governance



# Nominations Committee

Prior to 2019, the Nominations Committee had been an *ad hoc* committee of the Australian Dental Council (ADC) Board of Directors. In February 2019, the Board of Directors determined the Nominations Committee become a Standing Committee of the Board to formalise succession planning and processes in the organisation.



**Conjoint Associate Professor Deborah Cockrell**

Chair, Nominations Committee

The main function of the Committee is to advise the ADC Board on matters pertaining to the composition, structure, evaluation, selection, appointment and succession planning of the Board of Directors, Standing Committees of the Board, and matters relating to the selection, appointment and evaluation of the Chief Executive Officer.

The Nominations Committee is comprised of four members: the President, two current Board Directors and one independent member. The independent member position was recently advertised and Mr Peter Gibson was duly appointed. Mr Gibson has significant experience in Executive and non-Executive Director recruitment and evaluation.

During the 2018–2019 financial year the Nominations Committee revised the Board Director Skills Matrix. The Board of Directors approved and completed the Director Skills Matrix and this was then reviewed by the Committee. The Director Skills Matrix assisted the Committee to identify skills gaps and was used to determine required skills and selection criteria in the recruitment for vacancies on the Board. The Committee is committed to reviewing the composition of the Board to ensure diversity and an appropriate balance of skills, knowledge, experience and independence to enable the Board to continue to be effective in governance.

During the year, the Committee reviewed the Standing Committee Charters for the Finance, Audit and Risk Monitoring (FARM), Accreditation, and Assessment Committees.

In the coming year, the Nominations Committee will continue its work making recommendations for membership of other Standing Committees. The Committee will also work on various evaluation policies and procedures to benchmark against best practice and continue to deliver effective governance.

Committee Members	Eligible to Attend	Attendance
Conjoint Associate Professor Deborah Cockrell (Chair)	2	2
Associate Professor John Boucher AM	2	2
Dr Janet Preuss	2	1

**Table 9. Nominations Committee meetings and attendance since February 2019**

# Board of Directors



Conjoint Associate Professor  
Deborah Cockrell, GAICD

**President and Director**

Appointed 19 November 2015

Conjoint Associate Professor Deborah Cockrell is an overseas trained Oral Surgeon with a PhD in dental education. She has worked in a wide range of settings including academia, outreach services, public and private practice. Having been President of Australian Dental Association (ADA) NSW, she has skills and experience relevant to the Australian Dental Council (ADC).



Professor Lindsay Richards, GAICD

**Vice President and Director**

Appointed 7 December 2012

Professor Lindsay Richards has a long history with the Adelaide Dental School, most recently as its Dean and Head. He is a Specialist Member of the Royal Australasian College of Dental Surgeons and International College of Prosthodontists; a Fellow of the International College of Dentists and the Academy of Dentistry International; and an honorary Life Member of the Australian Prosthodontic Society.



Associate Professor  
John Boucher AM, GAICD

**Director**

Appointed 21 November 2008

Associate Professor John Boucher, is a practicing general dentist with a career-long involvement in clinical dental education and assessment. He is a past President of the Dental Practice Board of Victoria, and was a member of the Victorian Notification and Registration Committee of the Dental Board of Australia (DBA).



Mr Anthony Evans, FAICD

**Director**

Appointed 21 November 2013

Anthony Evans has extensive financial and corporate governance experience as a senior executive and a board member in the health, aged care, education, resources and not-for-profit sectors. He has a Bachelor of Business and is a Fellow of CPA Australia, the Governance Institute of Australia and the Australian Institute of Company Directors.



### Professor Christopher Peck, GAICD

#### Director

Appointed 27 February 2014

Professor Chris Peck has a long history within the healthcare sector. Director of The University of Sydney's Westmead Initiative, and the University's Dean of Dentistry, he is responsible for developing and leading the multidisciplinary strategy integrating dental and systemic health, curriculum reform and the introduction of the University's Doctor of Dental Medicine.



### Dr Janet Preuss, GAICD

#### Director

Appointed 19 November 2015

Dr Janet Preuss has a biomedical and business background, specialising in the commercialisation of new technologies. In addition to establishing her own service-based companies, Janet has held executive and non-executive roles in private, public, not-for-profit and government organisations and has worked in the UK and Hong Kong.



### Associate Professor Catherine Snelling

#### Director

Appointed 12 December 2012

Associate Professor Cathy Snelling is an Education Specialist at The University of Adelaide. She received a 2013 Australian Award for University Teaching, a 2017 Australian Government commendation for colleague development, and The University of Adelaide Stephen Cole the Elder Award for teaching excellence in 2010 and again in 2017.



### Dr David Sykes OAM, GAICD

#### Director

Appointed 21 November 2013

Dr David Sykes is a specialist prosthodontist working in private practice in Sydney. He is a Senior Clinical Associate at The University of Sydney and has served on a number of councils, including the Royal Australasian College of Dental Surgeons.



### Ms Lucy Vincent, GAICD

#### Director

Appointed 15 February 2018

Lucy Vincent has senior executive level experience in the private and public sectors covering corporate governance, change management, project management, primary industry and regional socio-economic development. With qualifications in risk management, project management, agriculture and environmental law, she is a Graduate of the Australian Institute of Company Directors.



### Dr Robert Hutton RETIRED DIRECTOR

#### Director

Appointed 25 November 2016  
Retired 4 February 2019

Dr Robert Hutton graduated from The University of Adelaide in 1975 and works in general practise in rural South Australia. He is an ADASA councillor and a member of the ADA executive. He is a Fellow of the International College of Dentists, a Fellow of the Academy of Dentistry International and a Fellow of the Pierre Fauchard Academy.

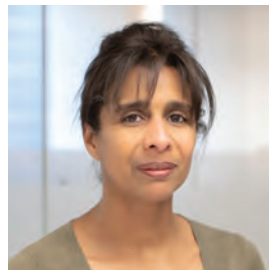
# Senior Leadership Team



**Ms Narelle Mills, GAICD**

**Chief Executive Officer**

Narelle Mills has extensive experience in the health education and accreditation sectors and is active within the sector, nationally and internationally. Narelle is a member of the Board of the International Society of Dental Regulators and Chair of the Accreditation role in improving Aboriginal and Torres Strait Islander Health Outcomes Working Group.



**Dr Denise Bailey**

**Director, Assessments and Examinations**

Dr Denise Bailey commenced as Director, Assessments and Examinations in November 2014. Previously working as a general dental practitioner, academic, and clinical researcher, Denise has a strong interest in assessment design and implementation.



**Mr Michael Guthrie**

**Director, Accreditation and Quality Assurance**

Previously the Director of Policy and Standards at the Health and Care Professions Council, Michael Guthrie has considerable experience in working with key stakeholders, including Government to assist in the development and delivery of professional regulation in healthcare, including accreditation standards and policy.



**Ms Dianne Moore**

**Director, Corporate Services**

Dianne Moore commenced with the ADC in 2012 in the role of Director, Finance and Human Resources before being appointed as Director, Corporate Services in 2019. Holding a Bachelor of Commerce with majors in Accounting and Human Resource Management, Dianne has managed the finance, human resources, IT and administration functions of several not-for-profit organisations in the health and welfare sectors, including the Australian Pharmacy Council.





# Organisational Capability

# Finance Audit and Risk Monitoring Committee

The Finance, Audit and Risk Monitoring (FARM) Committee is a Standing Committee of the Australian Dental Council (ADC) Board of Directors. Comprising two ADC Board Directors and one external independent member, the FARM Committee's primary role is to monitor the ADC's financial performance and compliance obligations.



**Mr Anthony Evans**  
Chair, FARM Committee

## The FARM Committee is responsible for:

- monitoring policies for investment and finance
- monitoring the organisation's ability to assess, monitor and manage risks
- reviewing the ADC's Risk Management Plan
- reviewing monthly and audited financial reports prior to submission to the ADC Board of Directors
- reviewing and recommending appointment of an external auditor
- liaising with the auditor and reporting to the Board of Directors on the audit process
- managing assets
- discussing corporate risks and related matters with senior management
- legislative compliance
- seeking independent advice and expertise, where warranted, for due diligence
- other related matters as referred by the ADC Board of Directors.

Working with the Chief Executive Officer and Finance Team, the Committee ensures the ADC complies with its legislative obligations as a public company under the Australian Securities and Investments Commission (ASIC) and a registered charity with the Australian Charities and Not-for-profits Commission (ACNC).

The Committee also monitors the ADC's assets and reviews asset values in the financial reports to ensure they reflect fair values. This includes the monitoring of financial reserves to provide the best return whilst ensuring low risk and access to funds. As part of the ADC's investment strategy to maximise its investment income, an investment scenarios discussion paper was prepared for the FARM Committee's consideration and investment criteria developed and recommended to the Board of Directors for approval. The latter were developed to assist management in determining suitable investment options for the Board's consideration.

# Finance Audit and Risk Monitoring Committee

The Committee met with the ADC’s Auditor Mr Sam Claringbold, Partner, JTP Assurance, who provided positive feedback about the ADC’s internal control processes and quality of financial management. The Auditor was advised that the ADC would tender for auditing services for the financial year ending 30 June 2021 as JTP Assurance had completed six years in this role and it was considered good governance to review the auditor. During 2019 the FARM Committee approved a tender for audit services to review the Auditor for the financial year ending 30 June 2021.

As part of the *2018–2020 Strategic Plan*, the ADC continues to exercise effective governance. In striving to achieve this strategic aim, the ADC Board of Directors identifies and mitigates risks to maintain the effectiveness and sustainability of the ADC. As part of its commitment to effective governance, the Committee reviewed the organisation’s *Risk Management Plan* (RMP) quarterly at each Committee meeting. The Board of Directors and FARM Committee participated in a Risk Management Workshop conducted by the Governance Institute of Australia in September 2018. Following the Workshop, the Board reviewed their risk tolerance and appetite and developed a *Risk Management Policy* and *Risk Appetite Statement*.

KPMG was engaged to review the ADC’s IT systems and develop an IT infrastructure business case to improve efficiencies across the business by reducing manual processes.

Dr Timothy Cutler resigned from the FARM Committee in June 2019. On behalf of the Committee, I would like to express my thanks to Dr Cutler for his valuable contribution to the FARM Committee during his tenure.

As part of its work as a Standing Committee of the ADC, the FARM Committee will continue to work with the Board of Directors to ensure the application of effective governance across the organisation into the new financial year.

Committee Members	Eligible to Attend	Attendance
Mr Anthony Evans (Chair)	4	4
Dr Timothy Cutler (resigned June 2019)	4	3
Professor Chris Peck	4	3

**Table 10. FARM Committee meetings and attendance 2018/19**





# 2018/19 Financial Statements





10th Floor, 446 Collins Street  
Melbourne, VIC 3000  
P.O. Box 627, Collins Street West  
VIC 8007  
T: +61 3 9602 1494  
F: +61 3 9602 3606  
E: audit@jtpassurance.com.au  
www.jtpassurance.com.au

18 September 2019

#### Auditors Statement

The Statement of Profit and Loss and Other Comprehensive Income and the Statement of Financial Position for the year ended 30 June 2019 have been extracted from the full financial report for the year ended 30<sup>th</sup> June 2019. The financial statements were signed by the directors of Australian Dental Council Limited on 13<sup>th</sup> September 2019. An unqualified audit opinion dated 18<sup>th</sup> September 2019 was issued on the full financial report for the year ended 30<sup>th</sup> June 2019.

The Statement of Profit and Loss and Other Comprehensive Income and the Statement of Financial Position are derived from, and are consistent with, the full financial report of Australian Dental Council Limited. The Statement of Profit and Loss and Other Comprehensive Income and the Statement of Financial Position cannot be expected to provide as detailed an understanding of the financial performance, financial position and financing and investing activities of Australian Dental Council Limited as the full financial report.

Accordingly, we expressly disclaim and do not accept any responsibility or liability to any party for the consequences of reliance on this Statement of Profit and Loss and Other Comprehensive Income and the Statement of Financial Position for any purpose. This auditors statement is not an audit report and should not be considered to be an audit report in any way in accordance with auditing standards, the 30<sup>th</sup> June 2019 audit report is contained in the full financial report.

*JTP Assurance*  
JTP Assurance  
Chartered Accountants

*SAM CLARINGBOLD*  
SAM CLARINGBOLD

ABN: 13 488 640 554. Liability limited by a scheme approved under professional standards legislation

# Statement of Profit and Loss and Other Comprehensive Income

For the year ended 30 June 2019

	2019 \$	2018 \$
<b>Revenue</b>	<b>10,307,771</b>	<b>7,817,586</b>
<b>Expenses</b>		
Accreditation Costs	(195,480)	(195,620)
Employee Costs	(2,651,467)	(1,934,581)
Examination Costs	(3,528,115)	(3,463,696)
Depreciation	(1,443,897)	(499,657)
Rent and Tenancy Expenses	(644,975)	(441,298)
Meeting Expenses	(280,098)	(257,930)
Other Expenses	(487,496)	(524,002)
<b>Total Expenses</b>	<b>(9,231,528)</b>	<b>(7,316,784)</b>
<b>Current Year Surplus/(Deficit) Before Income Tax Expense</b>	<b>1,076,243</b>	<b>500,802</b>
<b>Income Tax Expense</b>	<b>-</b>	<b>-</b>
<b>Net Current Year Surplus</b>	<b>1,076,243</b>	<b>500,802</b>
<b>Other Comprehensive Income</b>		
Unrealised Gain/(Loss) on Revaluation of Investments	-	(1,208)
<b>Total Comprehensive Income</b>	<b>1,076,243</b>	<b>499,594</b>
Net Current Year Surplus/(Deficit) Attributable to Members of the Entity	1,076,243	499,594
<b>Total comprehensive income attributable to members of the entity</b>	<b>1,076,243</b>	<b>499,594</b>

Extracted from 30 June 2019 financial reports.

# Statement of Financial Position

As at 30 June 2019

	2019 \$	2018 \$
<b>Assets</b>		
<b>Current Assets</b>		
Cash and Cash Equivalents	13,459,898	9,916,432
Accounts Receivable and Other Debtors	42,787	384,576
Financial Assets	–	2,027,058
Other Current Assets	304,554	250,454
<b>Total Current Assets</b>	<b>13,807,239</b>	<b>12,578,520</b>
<b>Non Current Assets</b>		
Property, Plant and Equipment	2,489,413	3,788,079
Intangible Assets	60,910	110,139
<b>Total Non Current Assets</b>	<b>2,550,323</b>	<b>3,898,218</b>
<b>Total Assets</b>	<b>16,357,562</b>	<b>16,476,738</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payables and Other Payables	3,834,619	5,009,169
Provisions for Employee Benefits	114,576	126,027
<b>Total Current Liabilities</b>	<b>3,949,195</b>	<b>5,135,196</b>
<b>Non Current Liabilities</b>		
Provisions for Employee Benefits	55,952	55,413
<b>Total Non Current Liabilities</b>	<b>55,952</b>	<b>55,413</b>
<b>Total Liabilities</b>	<b>4,005,147</b>	<b>5,190,609</b>
<b>Net Assets</b>	<b>12,352,415</b>	<b>11,286,129</b>
<b>Equity</b>		
Asset Revaluation Reserve	–	9,957
Retained Surpluses	12,352,415	11,276,172
<b>Total Equity</b>	<b>12,352,415</b>	<b>11,286,129</b>

Extracted from 30 June 2019 financial reports



AUSTRALIAN  
DENTAL  
COUNCIL

© Australian Dental Council 2019

Level 6

469 La Trobe Street

Melbourne VIC 3000

Phone: +61 (0) 3 9657 1777

Email: [enquiries@adc.org.au](mailto:enquiries@adc.org.au)

Website: [adc.org.au](http://adc.org.au)