Dental Council's Budget & Fee/Levy Consultation

Proposal for:

- Draft 2023/24 budget
- Annual practising certificate fees and disciplinary levies for oral health practitioners
- Other fees (registration, examination, competence, accreditation, and other miscellaneous fees)

Issued: Wednesday 12 October 2022

Submissions close: 5pm, Friday 18 November 2022



Summary of consultation proposals

The Dental Council is consulting on:

- 1. The proposed 2023/24 budget.
- 2. The proposed 2023/24 annual practising certificate (APC) fees and disciplinary levies excluding GST:

Profession	Proposed APC fee	Proposed disciplinary levy	TOTAL Proposed APC and disciplinary levy 2023/24
Dentists and dental specialists	1,072.19	(61.83)	1,010.36
Oral health therapists	767.03	(5.34)	761.70
Dental hygienists and orthodontic auxiliaries	793.88	(4.93)	788.95
Dental therapists	1,063.17	(84.85)	978.32
Dental technicians and clinical dental technicians	764.99	(22.81)	742.18

3. All other fees (registration, examination, competence, accreditation and other miscellaneous fees) with a proposed CPI adjustment equivalent to 7.0%

Figures in this consultation document are exclusive of GST, unless otherwise stated.

The proposed dentists and dental specialist APC fee and disciplinary levy shall apply from 1 October 2023. All other fees and levies proposed shall apply from 1 April 2023.

The Council will give effect to any change in APC fees and disciplinary levies by placing a notice in the New Zealand Gazette.

Feedback and Submissions

Details of how to make submissions and provide your feedback are on page 6 of this document. Submissions close at **5pm on Friday 18 November 2022**.

The Dental Council | Te Kaunihera Tiaki Niho (the Council) sets annual practising certificate (APC) fees and disciplinary levies for oral health practitioners¹ under sections 130 and 131 of the Health Practitioners Competence Assurance Act 2003 (the Act). This consultation document sets out proposals on the Council's:

- draft 2023/24 budget
- proposed APC fees and disciplinary levies for oral health therapists, dental hygienists, orthodontic auxiliaries, dental therapists, dental technicians and clinical dental technicians for the practising year 1 April 2023 – 31 March 2024
- proposed APC fees and disciplinary levies for dentists and dental specialists for the practising year 1 October 2023 – 30 September 2024
- proposed registration, examination, competence, accreditation and other miscellaneous fees effective from 1 April 2023.

2. Background

The Council follows the good practice guidelines established by the Office of the Auditor-General and the Treasury. The Council's budget, fees and levies are calculated on a full cost recovery basis. The Council endeavours to cover all costs over a one to two year period and is committed to operating in a cost effective and fiscally responsible way for our practitioners, while balancing our obligations to protect the public.

The level of APC fee per practitioner depends on:

- the budgeted number of practitioners
- direct profession income and expenditure budgets, and
- minimum reserve levels set for each profession and carried forward from the previous year.

A minimum level of reserves for each profession is maintained in accordance with the Council's *Level of Reserves Policy*.

To maintain appropriate operational reserves and sustain financial viability, the Council:

- budgets and forecasts prudently
- rations and prioritises resources, and
- adjusts APC fees to meet operational activities and to provide a buffer against an unknown number of competence cases, appeals or judicial reviews.

All financial tables other than Table 1 are included in Appendix 1.

For each profession the proposed 2023/24 APC fee and disciplinary levy calculated from the budget, includes a refund or a top up to the required minimum reserve funds by profession, to provide a net proposed fee and levy charged for the 2023/24 year (refer Tables 5 - 9).

The proposed budget for the financial year to 31 March 2024 is set in the broader financial context of a likely period of significant (in recent times) cost inflation and has regard to the associated financial impacts on practitioners and the requirement for all professions to continue to maintain minimum levels of reserves. The Council is also faced with other unquantifiable factors from the lasting effects of the COVID-19 pandemic, including the implications for overseas practitioners seeking to move to New Zealand.

As a result, the proposed budget for the financial year to 31 March 2024 aims to be fiscally responsible and utilise professional reserves when possible, to reduce costs to practitioners while continuing to meet Council's obligations to the public.

Dentists, dental specialists, oral health therapists, dental hygienists, orthodontic auxiliaries, dental therapists, dental technicians, and clinical dental technicians.

3. Proposed 2023/24 budget

Overall position

The Council has budgeted for an overall deficit of \$702k (Table 2) in the 2023/24 year.

The proposed 2023/24 budget has been prepared to allow the Council to fulfil its regulatory functions including the implementation of the strategic initiatives associated with the Council's new <u>strategic</u> plan.

How Council allocates expenditure to the professions

Net Council expenditure is determined by the Council's income less the Council's expenditure. As with the 2022/23 budget, the Council allocates net Council expenditure to each profession based on the number of practitioners who hold an APC in that profession (Table 1).

Net profession expenditure that can be accurately quantified and attributed is directly allocated to specific professions.

Table 1: Estimated APC holders by profession used for allocating net Council expenditure

APC - Practitioners numbers	Actual 2019/20	Actual 2020/21	Actual 2021/22	Forecast 2022/23	Est. 2023/24
APC - Dentists	2,532	2,601	2,662	2,722	2,752
APC - Therapists	378	357	339	302	265
APC - Hygienists	390	396	416	383	344
APC - Technicians & CDT	329	329	338	345	354
APC - OHTs	609	663	761	842	917
Total practitioners	4,238	4,346	4,516	4,594	4,632

Overview of proposed budget income and expenditure

The Council's 2023/24 budget has assumed an inflationary adjustment of 7%.

The total proposed Council expenditure has increased compared with last year (Table 3). Significant changes are discussed below.

Rent is expected to increase 17.2%. The impact of the previously recognised onerous lease on former premises continues to be amortised, while costs for new permanent premises on The Terrace are also being incurred.

An increase in committees' costs of 31% provides for the new Te Hā Committee (Māori Advisory Committee of Council) to support the Council to achieve its Te Tiriti obligations across its regulatory functions.

Projected IT costs have significantly increased, with upgrades required to the Council's website and web arrangements, and increased costs of service under a new support agreement.

Provision of \$33.5k has been made for the Council to further its work with international jurisdictions that meet the competent authority model, for possible recognition of prescribed qualifications against scopes of practice.

Provision has also been made for increased education and accreditation costs compared to previous years, due to the need to accommodate the 5 yearly cyclical review for the University of Otago dental specialist programmes and the development of educational material relating to the Council's standards framework. The accreditation reviews are a cost recovery activity with a \$198K income offset.

The Council has budgeted an additional \$232k in registration costs to adjust the clinical subject matter expert rate to market rates. The market rate movement is planned over three years. In addition the

direct cost of processing time has been taken to the activity to reflect the true cost of registration, that operates on a full cost recovery basis.

With the launch of the recertification programme between October 2022 and April 2023 for all professions there has been a reduction in costs of \$80.2k.

The Council has struggled to identify competence programmes required for practitioners as this type of education is not freely available by a supplier in the market. Accordingly, Council is developing its own programmes as directed by judicial review, to ensure programmes are available and accessible to those who require remediation.

In addition, the clinical subject matter expert rate for competence reviews and competence programmes will be moved to market rates over a three-year period. With the shift in delivery model, an allowance for training has been incorporated along with direct cost of processing time, to reflect the true cost of competence programmes, that operate on a full cost recovery basis back to the practitioner. Accordingly, Council has an increased cost of \$428.8k in this area that will be offset by some cost recovery in relation to actual competence programmes.

Disciplinary costs are proposed to be budgeted at \$312.0k (budget 2022/23: \$333.8k). The proposed budget includes one medium complexity dentist case to be heard by the Health Practitioners Disciplinary Tribunal (HPDT). The discipline levy under the Act (section 131) funds both the professional conduct committee (PCC) and HPDT costs with Council policy allocating these funds to profession specific disciplinary reserves.

The proposed budget does not include any disciplinary activity for the professions other than dentists to reflect the trend in previous years. It is expected that the minimum disciplinary reserves held for each profession will be sufficient to cover any cases that may arise. Should higher costs be incurred over and above the reserves, an additional disciplinary levy could be raised for that profession after consultation.

Capital expenditure

Expenditure of \$30k is proposed to be budgeted for in 2023/24 (2022/23: \$25k). This allows a fiscally prudent estimate for the replacement of out of warranty/ end of life ICT equipment, particularly laptops and additional office furniture to fit out office premises.

As a result of the nominal budgeted capital expenditure, and changes to the accounting treatment for computer software assets, the required level of capital asset reserves has reduced. Accordingly, the proposed CRR APC fee is \$nil per practitioner. This will reduce the impact of APC fees on practitioners and is as per the current year.

4. Adjustments to other fees

The Council proposes to increase all other fees (Appendix 2) by the Consumer Price Index (CPI) of 7% as sourced from the Reserve Bank Monetary Policy Statement August 2022.

Feedback and submissions

The Council invites all practitioners and other individuals or organisations with an interest in this proposal to comment. We welcome and value all submissions, but please note, multiple, identical submissions do not carry any more weight than a single submission.

The consultation document will also be available on our website for feedback from any interested member or sector of the public.

The Council will consider all submissions and feedback received prior to making a final decision on the draft 2023/24 budget and proposed fees outlined in this document.

The Council will give effect to any change in APC fees and disciplinary levies by placing a notice in the New Zealand Gazette.

All submissions received and the name of the submitter will be published on our website and will remain publicly available. Published submissions from individuals will include your name and your profession if you are a registered health practitioner. All other personal and contact details will be removed.

We will not publish any submissions we consider derogatory or inflammatory.

As this is a public consultation, "in confidence" information will only be accepted under special circumstances. Please contact us before submitting material in confidence.

Your submissions must reach us by 5pm on Friday 18 November 2022.

Please send your submissions to:

Dental Council PO Box 10-448 Wellington 6140

Email: consultations@dcnz.org.nz

Yours sincerely

Marie MacKay Chief Executive

Appendix 1: 2023/24 proposed budget

Table 2: Consolidated Dental Council surplus / (deficit)

Dental Council financial performance	2023/24	2022/23	2021/22
\$	Proposed Budget	Budget	Actual
Summary			
Total Council operating income	5,369,917	4,263,541	4,250,757
Total Council disciplinary income	(205,864)	146,605	719,088
Total Council income	5,164,053	4,410,146	4,969,845
Total Council operating expenditure	5,554,298	4,640,403	3,703,211
Total Council disciplinary expenditure	312,000	333,800	530,243
Total Council expenditure	5,866,298	4,974,203	4,233,454
Total Council surplus / (deficit)	(702,245)	(564,057)	736,391

Table 3: Council expenditure prior to allocation to the professions

For the period ended	31 March 2024	31 March 2023	31 March 2022
	Proposed Budget	Budget	Actual
	\$		\$
Administration expenses			
Salaries	2,047,079	1,985,651	1,735,762
Staff welfare, training, ACC levies and recruitment	95,438	130,254	222,379
Telephone call charges and services	17,741	22,705	21,624
Photocopying, printing, postage and couriers	30,418	21,420	34,620
Doubtful debts/(doubtful debts recovered)	-	-	(78,634)
Office expenses	22,381	35,700	70,894
Publications and media monitoring	9,561	12,240	4,741
Audit fees	19,645	18,360	22,215
Advertising	-	-	-
Rent and building outgoings	266,426	227,311	208,613
Insurance	92,407	75,480	72,195
Bank charges	50,931	49,980	51,850
Legal	25,054	20,000	41,031
Finance	-	-	-
Professional Fees	22,350	20,000	44,986
Amortisation and Depreciation	157,544	171,881	134,451
Loss on disposal of assets		3,000	1,409
Total administration expenses	2,856,972	2,793,982	2,588,135
Council project and profession expenses			
Dental Council, Te Hā and ARM - fees and expenses	430,880	328,273	325,299
Information technology	271,680	173,808	188,347
New Zealand and international liaison	116,664	83,149	22,288
Strategic and organisational planning - projects	81,216	114,799	106,023
Registration and recertification standards	49,344	28,152	18,981
Pandemic and other costs	30,000	252,284	48,195
Workforce data analysis	-	13,770	-
Education and accreditation	375,077	140,078	135,914
Examinations	8,707	8,707	9,800
Registration	317,034	84,900	15,530
Recertification	116,321	196,500	36,908
Complaints	168,503	147,700	107,489
Fitness to practise	20,000	4,000	-
Competence assessments and reviews	703,900	275,100	102,763
Operational - overhead recoveries	(2,000)	(4,800)	(2,460)
Discipline - sundry expenses	2,000	4,800	2,460
Discipline - professional conduct committees	120,000	144,000	72,444
Discipline - Health Practitioners Disciplinary Tribunal	170,000	165,000	455,339
Discipline - disciplinary case appeals	20,000	20,000	-
Total Council project and profession expenses	3,009,326	2,180,221	1,645,319
Total expenditure	5,866,298	4,974,203	4,233,454

Table 4: Budgeted operating surplus / (deficit) by profession

2023/24 Budgeted Surplus / (Deficit) by Profession Prior to Allocation	Council	Dentists	Hygienists	Therapists	Technicians	Oral Health Therapists	Total
Income							
From Recertification (APC Fees)	-	2,950,661	266,744	273,234	257,547	654,790	4,402,977
From Discipline Fees	-	(170,163)	(1,658)	(21,807)	(7,680)	(4,556)	(205,864)
From Other Activities	63,705	742,225	38,798	9,802	36,319	76,090	966,939
Total Income	63,705	3,522,723	303,885	261,230	286,186	726,325	5,164,053
Expenditure							
General administration (Secretariat)	2,971,108	-	-	-	-	-	2,971,108
Council depreciation and amortisation	157,544						157,544
Council ongoing workstreams	578,784	-	-	-	-	-	578,784
Council strategic expenditure	81,216	-	-	-	-	-	81,216
Profession ongoing operational workstreams	-	1,640,404	32,479	38,497	37,240	17,026	1,765,646
Profession ongoing discipline workstreams	-	312,000	0	0	0	0	312,000
Profession project expenditure							-
Total Council Expenditure	3,788,653	1,952,404	32,479	38,497	37,240	17,026	5,866,298
Net surplus (deficit)	(3,724,948)	1,570,319	271,406	222,733	248,946	709,299	(702,245)
Profession net other income to balance APC fee	(3,567,404)	(898,179)	6,320	(28,695)	(921)	59,064	(4,429,815)
2023/24 Budgeted Surplus / (Deficit) by Profession After Allocation	Council	Dentists	Hygienists	Therapists	Technicians	Oral Health Therapists	Total
Allocation		60.7%	7.4%	5.7%	7.4%	18.8%	100.0%
Income							
From Recertification (APC Fees)	-	2,950,661	266,744	273,234	257,547	654,790	4,402,977
From Discipline Fees	-	(170,163)	(1,658)	(21,807)	(7,680)	(4,556)	(205,864)
From Other Activities		780,881	43,518	13,412	41,048	88,081	966,939
Total Income	0	3,561,379	308,604	264,840	290,915	738,316	5,164,053
Expenditure							
General administration (Secretariat)		1,802,842	220,114	168,361	220,551	559,239	2,971,108
Council depreciation and amortisation		95,596	11,672	8,927	11,695	29,654	157,544
Council ongoing workstreams		351,201	42,879	32,797	42,964	108,942	578,784
Council strategic expenditure		49,281	6,017	4,602	6,029	15,287	81,216
Profession ongoing operational workstreams	-	1,640,404	32,479	38,497	37,240	17,026	1,765,646
Profession ongoing discipline workstreams	-	312,000	-	-	-	-	312,000
Total Council Expenditure	0	4,251,325	313,161	253,185	318,479	730,148	5,866,298
Net surplus (deficit)	0	(689,946)	(4,556)	11,654	(27,564)	8,167	(702,245)

Table 5: Proposed 2023/24 APC fee and disciplinary levy for dentists and dental specialists

Proposed APC fee and disciplinary levy	2020/21	2021/22	2022/23	2023/24
	Actual	Actual	Actual	Proposed
APC Fee	741.20	907.38	922.06	1,112.95
Capital replacement reserve	25.91	-	-	-
Minimum reserve top-up / (refund)	16.98	(130.59)	(41.59)	(40.77)
Total APC fee	784.09	776.79	880.47	1,072.19
Disciplinary levy	189.97	244.39	112.87	113.37
Minimum reserve top-up / (refund)	-	(1.18)	(55.39)	(175.20)
Total disciplinary levy	189.97	243.21	57.47	(61.83)
Total proposed APC fee and disciplinary levy excl GST	974.06	1,019.99	937.94	1,010.36
GST	146.11	153.00	140.69	151.55
Total Proposed APC fee and disciplinary levy incl GST	1,120.17	1,172.99	1,078.64	1,161.91

Table 6: Proposed 2023/24 APC fee and disciplinary levy for oral health therapists

Proposed APC fee and disciplinary levy	2020/21	2021/22	2022/23	2023/24
	Actual	Actual	Actual	Proposed
APC fee	675.22	677.64	735.64	717.39
Capital replacement reserve	25.91	-	-	-
Minimum reserve top-up / (refund)	38.32	(75.98)	(42.63)	49.64
Total APC fee	739.45	601.66	693.02	767.03
Disciplinary lewy	11.38	9.81	8.53	-
Minimum reserve top-up / (refund)	(30.58)	(1.17)	(9.62)	(5.34)
Total disciplinary levy	(19.20)	8.64	(1.09)	(5.34)
Total proposed APC fee and disciplinary levy excl GST	720.25	610.30	691.93	761.70
GST	108.04	91.54	103.79	114.25
Total proposed APC fee and disciplinary levy incl GST	828.29	701.84	795.72	875.95

Table 7: Proposed 2023/24 APC fee and disciplinary levy for dental hygienists and orthodontic auxiliaries

Proposed APC fee and disciplinary levy	2020/21	2021/22	2022/23	2023/24
	Actual	Actual	Actual	Proposed
APC fee	629.59	707.85	789.81	767.77
Capital replacement reserve	25.91	-	-	-
Minimum reserve top-up / (refund)	81.62	216.51	(93.13)	26.11
Total APC fee	737.12	924.36	696.68	793.88
Disciplinary levy	13.70	12.27	7.18	-
Minimum reserve top-up / (refund)	(2.84)	(25.50)	(26.40)	(4.93)
Total disciplinary levy	10.86	(13.23)	(19.22)	(4.93)
Total proposed APC fee and disciplinary levy excl GST	747.98	911.13	677.46	788.95
GST	112.20	136.67	101.62	118.34
Total proposed APC fee and disciplinary levy incl GST	860.18	1,047.80	779.08	907.29

Table 8: Proposed 2023/24 APC fee and disciplinary levy for dental therapists

Proposed APC fee and disciplinary levy	2020/21	2021/22	2022/23	2023/24
	Actual	Actual	Actual	Proposed
APC Fee	787.12	789.44	874.36	898.23
Capital replacement reserve	25.91	-	-	-
Minimum reserve top-up / (refund)	54.29	629.13	26.72	164.93
Total APC fee	867.32	1,418.57	901.08	1,063.17
Disciplinary levy	18.50	59.83	36.91	-
Minimum reserve top-up / (refund)	18.68	74.71	(24.59)	(84.85)
Total disciplinary levy	37.18	134.54	12.32	(84.85)
Total proposed APC fee and disciplinary levy excl GST	904.50	1,553.10	913.40	978.32
GST	135.68	232.97	137.01	146.75
Total proposed APC fee and disciplinary levy incl GST	1,040.18	1,786.07	1,050.41	1,125.06

Table 9: Proposed 2023/24 APC fee and disciplinary levy for dental technicians and clinical dental technicians

Proposed APC fee and Disciplinary Levy	2020/21	2021/22	2022/23	2023/24
	Actual	Actual	Actual	Proposed
APC fee	756.86	726.42	789.23	789.32
Capital replacement reserve	25.91	-	-	-
Minimum reserve top-up / (refund)	58.55	289.42	(89.65)	(24.33)
Total APC fee	841.32	1,015.84	699.58	764.99
Disciplinary levy	65.33	21.57	19.64	-
Minimum reserve top-up / (refund)	-	(102.77)	(36.29)	(22.81)
Total disciplinary levy	65.33	(81.20)	(16.64)	(22.81)
Total proposed APC fee and disciplinary levy excl GST	906.65	934.63	682.94	742.18
GST	136.00	140.19	102.44	111.33
Total proposed APC fee and disciplinary levy incl GST	1,042.65	1,074.83	785.38	853.51

Appendix 2: Other 2023/24 proposed fees (excluding GST)

Fee	Current fee	Proposed fee \$
Registration and Retention Fees	_	
Application fee to transfer from non-practising to practising status, where application is subject to Council's recency of practice policy	308.46	330.05
Application for registration fee (New Zealand and Trans-Tasman Mutual Recognition applicants)	514.07	550.05
Application for registration for overseas applicant with prescribed qualifications and experience	1,285.21	1,375.17
Application for registration for applicant with non-prescribed qualifications and experience to be registered under section 15(2) of the Act for dentists, hygienists, therapists, clinical dental technicians, dental technicians, orthodontic auxiliaries, oral health therapists	6,047.20	6,470.50
Application for registration for applicant with non-prescribed specialist qualifications and experience to be registered under section 15(2) of the Act for dental specialists	7,093.00	7,589.51
Resubmission of application for assessment of non-prescribed qualifications and experience to be registered under section 15(2) of the Act	3,019.53	3,230.90
Application for removal of an exclusion(s) on the scope of practice after completion of a Dental Council approved course	282.72	302.51
Application for removal of an exclusion(s) on the scope of practice after completion of a course not approved by the Dental Council	514.07	550.05
Application for registration with a prescribed qualification in an additional scope of practice	514.07	550.05
Application for registration with a non-prescribed qualification in an additional scope of practice	794.79	850.43
Application to undertake supervised activities for orthodontic auxiliaries while undertaking an approved training course.	102.80	110.00
Retention on the Register fee	170.25	182.17
Application for restoration to the Register	514.07	550.05
Examination Fees		
NZDHREX - written examination	3,457.24	3,699.25
NZDHREX - clinical examination	5,351.05	5,725.62
NZDTREX - written examination	3,457.23	3,699.24
NZDTREX - clinical examination	5,351.05	5,725.62
NZDOHTREX - written examination	3,457.23	3,699.24
NZDOHTREX - clinical examination	5,351.05	5,725.62
NZDTechREX - written examination	4,274.47	4,573.68
NZDTechREX – technical examination	4,214.41	4,57 3.00
NZCDTechRex – written examination	3,457.23	3,699.24
NZCDTechRex – clinical examination	5,351.05	5,725.62
New Zealand Dental Specialist Registration Examination	20,179.45	21,592.01
Programme fees ^{1,2,3}		
Supervision 1,2,3 (12-month programme)	Cost recovery	Cost recovery

Fee	Current fee	Proposed fee
	\$	\$
Oversight 1,2,3 (12-month programme)	4,296.01	4,596.73
Competence/Recertification Programme: 1,2,3	Cost recovery	Cost recovery
Distance learning - per module	3,327.51	3,560.44
Clinical training - per practice area of training	5,694.70	6,093.33
Health programme fees 1,2,3		
Drug and alcohol screening programme, set up and administration 1,2,3		
Set-up and administration for the first 12 months	940.95	1,006.82
Administration fee for each 12-month period thereafter	470.47	503.40
Third party testing - fee per test	135.15	144.61

¹ Fee will be adjusted for any specific requirements of the individual programme and 3rd party costings at the time the programme is established.

³The practitioner will be charged for secretariat administrative overheads at \$83.44 an hour.

Education fees		
Application for "removal of exclusion" course approval by providers who do provide training as part of a primary Dental Council accredited qualification	1,955.94	2,092.86
Application for "removal of exclusion" course approval by providers who do not provide training as part of a primary Dental Council accredited qualification	4,237.93	4,534.59
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice for course providers who do provide training as part of a primary Dental Council accredited qualification	3,802.97	4,069.18
Application for approval of courses to equip registered oral health practitioners for registration in an additional scope of practice for course providers who do not provide training as part of a primary Dental Council accredited qualification.	6,658.84	7,124.96
Other fees		
Administration fee	77.98	83.44
Application for additional registration advice	514.07	550.05
Secretariat overhead administration fee	77.98	83.44
Supply of certificate of good standing	102.80	110.00
Supply of replacement registration certificate or any other certificate	102.80	110.00
Supply of electronic copy of Register	225.24	241.01

²The practitioner will be charged direct professional fees and travel and accommodation expenses for supervisors, those providing oversight, tutors, course administrators etc. These expenses will be charged on an actual and reasonable basis in accordance with the Dental Council's fees and payments and expenditure decisions and probity policies. Course materials, venue costs and administration expenses such as printing and postage will also be charged based on actual costs.