



Guidance for applications/renewing your membership: Important information

If you require any assistance with completing your application or renewal, please contact Member Services on **1800 509 441** or email member.help@dentalprotection.org.

1. Membership application/renewal

Please note that applying for or renewing your membership indicates acceptance of the requirements below:

- Members undertake to keep Dental Protection informed of their current address, the nature, scope and extent of their professional practise, and any relevant details regarding their professional circumstances.
- Failure to notify us of a change of address, scope of practice or other details previously declared to us (including in relation to income and number of hours worked) could result in delay in providing or the suspension or withdrawal of the benefits of membership and/or the cancellation or termination of your membership.
- Members should understand that MPS is not an insurance company. The benefits of MPS membership are granted at the discretion of Council and are subject to the terms and conditions of the MPS Memorandum and Articles of Association, as amended from time to time.
- Payments are subject to verification and acceptance of a payment does not of itself confirm membership and/or entitlement to request benefits.
- You agree to the use of your personal data by MPS in accordance with the statement on page 4.

2. Irish Dental Council register

Members must be registered with the Irish Dental Council.

3. Change of circumstances

If you inform us about a change in circumstances that results in a lower subscription, a refund of up to one year's subscription overpayment may be available. We reserve the right to ask for evidence of income or the number of hours worked.

4. Information regarding subscriptions

All subscriptions allow members to ask for assistance with clinical negligence matters as well as the circumstances listed below in relation to professional conduct or competence. Reduced subscriptions are payable in areas of practice where a clinical indemnity scheme is in place for negligence claims or employers have made separate indemnity arrangements in respect of actions of the employee.

- Professional tribunals
- Inquests (other than in certain circumstances)
- Dentolegal and other ethical advice
- Disciplinary matters
- Complaints
- Dental and medical council enquiries

Members can also receive risk management advice and publications.

5. Factors which determine subscription rates include:

All professions

- Profession (eg, dentist, dental hygienist etc.)
- Number of years since graduation (Full rates apply in 3rd and subsequent years following graduation)

Dentists and maxillofacial surgeons only

- Whether you are a member of the IDA or IHCA
- Implant dentistry: including placement and restoration of implants
- Undertaking maxillofacial procedures including sinus lifts (see definitions for group 1 or group 2 procedures in section 13)
- Number of hours of clinical activity within general/specialist practice
- Number of hours of clinical activity working in a position with a clinical indemnity scheme or employer indemnity
- Individual income (before expenses) from all dental sources (excluding any pension and/or investment income) within the current tax year (if claiming a concessionary category based on reduced activity).
- Number of hours of non-clinical activity
- Number of RiskCredits accumulated within previous membership year (not applicable to all categories).
- Your income derived from within and/or outside any position for which your indemnity is provided through the Clinical Indemnity Scheme (CIS).

'Clinical activity' means the practice of dentistry involving any direct or indirect contact with, or treatment of, patients.

'Non-clinical activity' means the practice or business of dentistry, i.e, any non clinical work undertaken in the capacity of being a registered dentist, including advisory/consultancy work, report writing (including medicolegal reports) and ownership or the operation of a dental practice or its clinical facilities, either personally or jointly with others.

Definition: Implant dentistry includes bone augmentation but excludes sinus lifts or any bone augmentation involving the floor of the sinus, floor of the nose or extra-oral bone-harvesting, all of which are regarded as maxillofacial procedures.

6. Year after graduation

Definition: The date of first registration (within or outside of Ireland, whichever occurred first) is assumed to be the time of graduation, unless documentary evidence is provided to demonstrate otherwise. 'Year after graduation' should be considered with reference to the date of joining or renewing membership (for example, a June 2011 graduate is in 2nd year if membership year begins in April 2013, but 3rd year, if it begins in September 2013).

7. Member of the IDA or IHCA

Definition: Someone who is an IDA or IHCA member at the time of application/renewal, and who remains a member throughout the membership/subscription year. If IDA or IHCA membership ends midway through a membership/subscription year, it is the member's responsibility to notify us and request a change in membership category.

8. General/specialist practice

Definition: Private practice including all practice settings where a clinical indemnity scheme isn't present.

Includes:

- All income derived from any treatment or reports for which a fee is charged, whether payable to the member directly or elsewhere to an institution.
- Oral (dento-alveolar) surgery (see section 10 for further details)

Excludes:

- Botox, any kind of collagen replacement therapy, dermal fillers (eg, Restylane, Perlane), and/or wrinkle reduction treatments in the lip and immediate peri-oral area including the naso-labial folds.
- All maxillofacial procedures within general/specialist practice.

9. Employer/CIS indemnified positions

Definition: A position where the practice of a member is indemnified through the Clinical Indemnity Scheme (CIS). If there is any income from private practice, outside such a position, other conditions apply.

10. Oral (dento-alveolar) surgery

Definition: Surgery involving the intra-oral tissues, teeth and tooth carrying bones, ie, mandible and maxilla, only. It includes procedures such as:

- Exodontia eg, wisdom teeth removal, apicectomies.
- Minor cyst removal from hard or soft tissue.

Excludes:

- Any procedure that does not satisfy the conditions outlined in the definition above.
- Dental cosmetic procedures
- Maxillofacial procedures within general/specialist practice
- Oro-facial non-permanent aesthetic procedures
- Placement of dental implants (including bone augmentation but excluding sinus lifts or any bone augmentation involving the floor of the sinus, floor of the nose, or extra-oral bone harvesting, all of which are regarded as maxillofacial procedures).

11. Dental cosmetic procedures

Definition: Botox, any kind of collagen replacement therapy, non-permanent dermal fillers (eg, Restylane, Perlane), and/or wrinkle reduction treatments in the lip and immediate peri-oral area including the naso-labial folds.

Excludes:

- Any procedure that does not satisfy the conditions outlined in the definition above.
- Maxillofacial procedures within general/specialist practice.
- Oro-facial aesthetic procedures.

12. Oro-facial aesthetic procedures

Definition: Procedures which are carried out even in the absence of pathology, for the primary purpose of altering a patient's appearance. It might include the use of (for example) high energy wrinkle reduction techniques, botulinum toxin, dermal fillers, dermabrasion, laser treatments or chemical peels for cosmetic purposes on the face.

13. Maxillofacial procedures**Definition for Group 1:**

All routine maxillofacial procedures including oral (dento-alveolar) surgical procedures, sinus lifts or bone augmentation procedures involving the floor of the nose or sinus, but excluding the Group 2 procedures.

Definition for Group 2:

- Extra oral procedures to face, head and neck including partial thyroidectomies.
- Open reduction of zygomatic complex fractures.
- Excision of maxilla.
- Hemimaxillectomy for malignancy.
- Osteotomies (maxilla and/or mandible).
- Prosthetic replacement of temporomandibular joints including arthroplasty.
- Reconstruction with axial and micro-vascular flaps.
- Neck surgery including block dissection of cervical lymph nodes.
- Surgical treatment of thyroid and parathyroid glands.
- Surgery involving the orbital complex.
- Rhinoplasty (other than immediate trauma aftercare).
- Facial cosmetic surgery (including face lifts, dermabrasion, otoplasty, blepharoplasty and liposuction).

Also includes:

- Defined cosmetic procedures
- Oro-facial aesthetic procedures
- Group 1 procedures

Excludes:

- Any non-facial procedure including the neck

14. Gross pre-tax income

Individual income (before expenses) from all dental sources (excluding any pension and/or investment income) within the current tax year

15. RiskCredits

Definition: A RiskCredit is allocated to dental members for every hour of Dental Protection approved verifiable CPD collected (up to maximum of 15) from July 2010 up to the point of renewal. Members who declare between 1 and up to and including 7.5 hours verifiable CPD will receive 7.5% off their subscription for the following year. Members who declare 8 or more hours verifiable CPD will receive 15% off their subscription for the following year. A RiskCredits declaration form should be completed by you and returned to us during the renewal process. Members claiming a concessionary subscription on the basis of reduced activity are required to complete 8 or more RiskCredits per year as a condition of paying a concessionary subscription, and no further RiskCredit deduction applies. Members claiming RiskCredits should be prepared to supply evidence of qualifying activity promptly upon request. A routine audit of entitlements will take place to ensure fairness to all members.

16. Other categories of membership**Deferred membership**

Free membership is offered to members who voluntarily undertake no active practice at all. It may also be appropriate for those who are temporarily not practising – for example maternity, sabbaticals or other prolonged absence from work for three months or more. Holidays are not included. Should you at some date recommence work, it may be possible to resume active membership upon payment of the appropriate subscription. However, there is no automatic right to return to active membership and your request may be refused at our absolute discretion. **Please note:** It is important to contact Dental Protection **before** you return to work in order to be eligible for the benefits of membership. Any request to return to full membership following a break of more than one year would require completion and approval of a full application form. If you have had a break from clinical practice for more than 2 years you will also be required to provide confirmation of CPD or refresher training undertaken. Please contact Member Services on 1800 509 441 for further details.

Information in this leaflet was correct at the time of going to press. Updated information is available from our website or upon request.

IMPORTANT - Your data

For information on our use of your personal data and your rights, please see the Privacy Statement on our website dentalprotection.org.

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Calls to Member Services may be recorded for monitoring and training purposes.

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