

Australian
Dental
Association
Incorporated



Australian
Dental
Association
Incorporated

Participate in the Australian Dental Research Foundation (ADRF) and provide administrative support

Participate in the Dental Assistants' Education Council of Australia (DAECA) and provide administrative support

Committees

Standing Committees deal with the ever-changing practice of dentistry and the business of the Association. For this reason their activities cannot be specifically defined. The following list summarises their duties and illustrates their current activities.

Constitution Committee

Duties: Establish and maintain Constitution and By-Laws; prepare Constitutional amendments; and ensure provisions of Constitution are observed.

Activities: Draft Constitutional amendments and advise on application proposals.

Dental Workforce & Education Committee

Duties: Advise Federal Council (and Branches when requested) on the need for development, utilisation and training of the dental workforce.

Activities: Review workforce issues; develop policies relating to dental workforce; overview legislation relating to dental workforce.

Honours and Awards Committee

Duties: Nominate persons for ADA and external awards and ensure citations and award registers are maintained.

Infection Control Committee

Duties: Provide advice to Federal Council and Federal Executive on infection control matters.

Activities: Collect information pertaining to infection control as relevant to the practice of dentistry; act as a reference panel when the need arises; prepare articles on infection control for the information of members; provide expert comment on draft papers on infection control.

Oral Health Committee

Duties: Collect information, maintain records and advise Federal Council on matters pertaining to dental health education and fluoridation.

Activities: Liaise between State and Federal Health Education Committees; liaise and communicate with overseas associations; prepare guidelines for the use of fluorides; initiate and encourage oral health education programmes for the general public; plan Dental Health Awareness Month; develop a resource library.

Schedule and Third Party Committee

Duties: Maintain The Australian Schedule of Dental Services and Glossary.

Activities: Collect, review and evaluate proposals for the amendment of the Schedule and Glossary; initiate periodic reviews of the Schedule and Glossary, their sections, or their individual items; liaise with third parties including health insurance organisations.

Therapeutics, Instruments, Materials and Equipment Committee

Duties: Advise Federal Council on matters relating to therapeutics, instruments, materials and equipment.

Activities: Develop The Practical Guides Resource Handbook; liaise with Standards Australia; liaise with international organisations for standardization and technical committees; liaise with FDI World Dental Federation; negotiate with the Therapeutic Goods Administration; commission informative articles for the ADA News Bulletin; oversee and provide advice to members on topical issues.

Other Committees include:

Local Congress Organising Committee(s)

Duties: Assist the Federal Council and Federal Executive in the organisation and management of ADA Congresses.

Activities: Organise the Scientific programme, the Accompanying Persons and Sports programmes and social events such as the Opening Ceremony/Reception and Gala Dinner Dance.

Nominations Committee

Duties: Recommend candidates suitable for election to Standing Committees; and promote nominations for Standing Committees

Council also uses Special Purpose Committees (SPC) to deal with specific issues that arise and to report back to Council. Currently SPCs are dealing with policy review, strategic communication, rural and remote workforce, Congress structure and therapeutics and drugs

Your Federal Body

*Representing Your Interests
Educating The Community
Protecting Your Future
Professional Practice Support
Helping Your Professional Growth*

Address PO Box 520
St Leonards NSW 1590
Telephone (02) 9906 4412
Facsimile (02) 9906 4676
Email adainc@ada.org.au



www.ada.org.au

Your Federal Body

The ADA has over 9,500 members which represents well over 90% of registered dentists. Its prime objectives are:

- Promoting the art, science and practice of dentistry
- Improving the oral health of the community
- Supporting ethical practice
- Enhancing the professional lives of our members

Both the Branches and the Federal Body of the Australian Dental Association Inc. (ADA) operate with

an elected Council and salaried staff. Like most professional associations the workload is spread between members giving of their time voluntarily and the support of the office staff managed by the CEO. Volunteer members bring expertise to the ADA and their varying perspectives enhance our strength and unity.

The following outline gives a broad picture of our activities.

Publish the Federal News Bulletin to:

- Keep members informed of Association affairs
- Explore current issues in dentistry
- Disseminate information on changes in Government policy
- Provide a vehicle for members to exchange information through Feedback and Classifieds
- Provide practice data, such as Veterans' Affairs Fee Schedules, Congress calendars, Schedule variations, updates to Seal of Approval Products
- Introduce new products
- Encourage communication between industry and the profession through advertising

- Provide information and excerpts from ADA publications
- Provide general and health information to the community
- Provide information resources to the members through MIMS and like resources
- Provide information to the members relating to services available to them

Collect data and general statistics, including:

- Practice surveys
- Fees surveys
- Membership statistics
- Readership surveys of publications

Organise continuing education, with special reference to sponsorship of overseas guest lecturers and holding Dental Congresses

Undertake legal investigations into matters affecting the profession

Provide agency activity for overseas Congresses

Organise general services to members such as travel and accommodation arrangements and bookings, preferential financial arrangements and credit card affinity programmes.

Provide general publications, including:

- The Australian Schedule of Dental Services and Glossary
- ADA Dental Directory
- The Practical Guides Resource Handbook
- Careers Leaflets: A Career in Dentistry and Dental Assisting
- Other publications to inform members of developments in dentistry

Maintain the ADA website to:

- Update members on current developments in ADA affairs
- Provide access for members to ADA policy and guidelines

Representation

Conduct political lobbying and represent members on Commonwealth Government committees:

- National Dental Updates
- Media Releases
- Undertake ministerial submissions
- Participate in national councils and committees
- Provide submissions to special review bodies established by Government
- Maintain a relationship with bodies undertaking repetitive periodic review (for example,

- Pharmaceuticals Benefits Advisory Committee)
- Represent members on committees set up by Commonwealth Government departments

Provide international representation and liaison with:

- FDI World Dental Federation
- Asia Pacific Dental Federation
- World Health Organisation
- Other national associations

Liaison & Communication

Liaise with Branches

Communicate with the Commonwealth Department of Health and Ageing and its instrumentalities such as the National Health and Medical Research Council (NHMRC) and the Therapeutic Goods Administration (TGA)

Maintain a continuous watching brief on Federal legislation

Liaise with the Department of Veterans' Affairs:

- Local Dental Officer Fee Schedule
- Associated surveys and data collection

Liaise with standards organisations:

- Standards Australia
- International Standards Organisation

Associate and communicate with other bodies:

- Australian Dental Industry Association (ADIA)
 - tariffs
 - standards
 - Congress exhibitions
- Professions Australia
- Australian Dental Council
- Professional Associations
- Committee of Deans
- Royal Australasian College of Dental Surgeons (RACDS)
- Allied Dental Personnel Associations

Liaise with affiliated societies (including undertakings such as joint sponsorship of lecturers, assistance with publicity, promotion of affiliate activities and assistance, and support for submissions to Government and other bodies)

Structure

The business of the Association is managed by the Federal Council, which consists of 17 Councillors, together with the President of each Branch or his/her nominee. There are five Councillors from New South Wales, three from Victoria, one from the Northern Territory and two from each of the other Branches.

Federal Executive consists of five members from

Federal Council and is subject to the general control and direction of Federal Council.

Standing Committees are also elected to advise and assist Federal Council (see separate section on Committees).

Functions

Promote the art and science of dentistry through education and maintenance of the highest standards of dental care.

Promote the health of the public through public education campaigns.

Through the Federal Council and Federal Executive maintain a national body representing organised dentistry in Australia; maintain national headquarters for the Association.

Determine policy and generate expert advice through the Association's Committees.

Conduct seminars and workshops for continuing education and policy generation.

Maintain a continuing communication with the membership.

Maintain the international relationships of the

Australian dental profession.

Respond to enquiries by the general public and other organisations in Australia and overseas.

Be the pre-eminent authority on oral health for governments, media, statutory authorities and the public in Australia.

Provide administrative support for the work of Federal Council, Federal Executive and Committees.

Manage the Association's finances.

Maintain the records of Association activities and history.

Standing Committees are also elected to advise and assist Federal Council (see separate section on Committees).

Services to Members

Maintain membership records

Respond directly to enquiries and requests from Branches, affiliate organisations and individual members

Publish the Australian Dental Journal, which is subject to peer review, to:

- Publish scientific papers
- Disseminate professional information
- Provide a forum for members' opinions through correspondence columns
- Encourage communication between industry and the profession through advertising
- Provide a showcase for scientific and clinical research in dentistry in Australia