

Health Employment Directive No. 05/24

Effective Date:
[10/06/2024]

Supersedes:
n/a

Employment framework - Students in Dentistry

1. Compliance

Compliance with this Health Employment Directive (HED) is mandatory.

2. Purpose

The purpose of this HED is to specify the conditions of employment for Students in Dentistry employed within Hospital and Health Services (HHSs), to ensure consistency in the application of employee entitlements including:

- i. Employment arrangements;
- ii. Remuneration for Students in Dentistry employed by Queensland Health; and
- iii. Establish the governance requirements applicable to Students in Dentistry, including scope of duties and the dental supervision arrangements.

3. Legislative Provision

Section 51A of the *Hospital and Health Boards Act 2011* (the Act).

4. Application

This HED applies to all Students in Dentistry employees engaged under the Act in HHSs.

5. Related documents

- [Health Practitioners and Dental Officers \(Queensland Health\) Award – State 2015](#)
- [Health Practitioners and Dental Officers \(Queensland Health\) Certified Agreement \(No.4\) 2022](#)
- [Mandatory training HR Policy G6 \(QH-POL-183\)](#)
- [Queensland Government Indemnity Guideline](#)
- Student in Dentistry role descriptions:
 - Health Practitioner
 - Dental Officer

Directive:

6. Terms and conditions of employment

The Director-General, in accordance with section 45(g) of the *Hospital and Health Boards Act 2011*, may establish the conditions of employment for health service employees.

Students in Dentistry may be engaged to work exclusively within the public health sector in HHSs.



HHSs must not engage Students in Dentistry in a manner contrary to this HED without the approval of the Director-General. Any proposed revision to the Student in Dentistry duties as outlined in Schedule One and the Student in Dentistry role descriptions must be endorsed by the Chief Dental Officer, prior to Director-General approval.

Students in Dentistry will be employed on a casual basis and may be required to work weekend hours.

Rostering of Students in Dentistry must be managed to avoid fatigue and give priority to the student's dental school responsibilities and academic clinical placements. Dental students undertaking a Student in Dentistry role are encouraged to speak with their dental school for advice on appropriate hours of work, to ensure dental program expectations are not compromised.

6.1 Governance framework – practice arrangements and supervision

The practice activities for Students in Dentistry as outlined in Schedule One may only occur in the Queensland public health sector and are to be conducted under close supervision of a health professional, or other officer as designated by the clinical team leader, and in accordance with the Student in Dentistry role descriptions.

The engagement of a Student in Dentistry and the duties undertaken in accordance with this HED are distinct from the tertiary (i.e. university) curriculum and the student's clinical placement requirements for completion of an undergraduate or postgraduate dental education program. There is no relationship to or credit towards clinical placement hours for individuals employed as a Student in Dentistry.

Students in Dentistry must complete mandatory clinical training and induction as prescribed by the HHS in which they are engaged. In addition, Students in Dentistry must complete the following training modules within 14 days of commencement:

- Work health and safety
- Occupational violence prevention fundamentals
- Code of conduct.

6.2 Casual appointment

Students in Dentistry will be employed on a casual arrangement and will not be engaged on a permanent or fixed term temporary part-time or full-time basis.

6.2.1 Remuneration

Students in Dentistry - Health Practitioners will be engaged at HP1 increment 1, or HP1 increment 4 on reaching 21 years of age, as outlined in the *Health Practitioners and Dental Officers (Queensland Health) Certified Agreement (No.4) 2022* (HPDO4), as replaced from time to time.

Students in Dentistry - Dental Officers will be remunerated at a base rate equivalent to 75% of a DO level 1 increment 1 as outlined in HPDO4, as replaced from time to time.

With the exception of the above clauses, the Student in Dentistry will be entitled to the same entitlements as a HP1 or DO1 as detailed in the *Health Practitioners and Dental Officers (Queensland Health) Award – State 2015* (HPDO Award) and HPDO4.

For the sake of clarity, all Human Resource Policies, Health Employment Directives and Government Directives that currently apply to casual employees covered by the HPDO Award will also apply to the Student in Dentistry.

6.2.2 Indemnity

As employees (public officers) of Queensland Health, the Queensland Government Indemnity Guideline applies to Students in Dentistry-

<https://www.forgov.qld.gov.au/documents/guideline/queensland-government-indemnity-guideline>

7. Definitions

Act	<i>Hospital and Health Boards Act 2011</i>
Hospital and Health Service (HHS)	A statutory body established under the <i>Hospital and Health Boards Act 2011</i> responsible for the provision of public sector health services for a geographical area, which includes one or more health facilities.
Students in Dentistry	An individual, in the penultimate or final year of study in a postgraduate dentistry program, or in the third last, penultimate or final year of study in an undergraduate dental education program approved by the Dental Board of Australia, and who has successfully completed all previous theoretical and clinical competencies of the dental program, who is employed under the terms of this Directive.

8. History

HED No. 05/24 June 2024	Issued under section 51A of the <i>Hospital and Health Boards Act 2011</i> as a condition of employment for health service employees.
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9. Approval and implementation

Directive custodian

Chief Human Resources Officer

Approval by Chief Executive

[signed]

Michael Walsh
Director-General

Approval date:

10/06/2024

Schedule One: Student in Dentistry approved practice duties

Students in Dentistry practice activities, as outlined in this schedule, must be conducted under close clinical practice supervision and in accordance with the Student in Dentistry role descriptions.

The Student in Dentistry and the designated supervisor must adhere to the prescribed list of approved duties. Approved duties are limited to:

Clinician support services (in physical and virtual clinical areas):

- Work cooperatively and effectively as a member of the clinical team, including participation in meetings, management and support of patients and familiarisation of clinic resources and protocols (where relevant).
- Support quality assurance, risk minimisation, risk management and infection control processes. Comply with the Information Privacy Principles under the *Information Privacy Act 2009* (Qld).
- Take reasonable care of personal health and wellbeing.
- Ensure student commitments remain the priority in balancing work and study.
- Assist in providing chairside support to dental practitioners providing clinical patient care.
- Assisting in oral health promotion and education activities at an individual and community level.
- Undertake dental laboratory support tasks.
- Provide support for clerical duties and tasks to improve productivity and support clinical service continuity, as assigned by supervisor.

