AIMS
To develop basic orthodontic skills in dental therapists and hygienists that will meet the needs of orthodontic practice and the standards required by the Dental Practice Board of Victoria.

OBJECTIVES
To provide a course of education and training that will enable dental therapists and hygienists to assist an orthodontist in the provision of treatment and preventive services.

LEARNING OUTCOMES
Upon completion of this course, participating dental therapists and hygienists should be able to:
• discuss the role of the Dental Hygienist or Therapist in an orthodontic practice and the Codes of Practice governing their work;
• identify centric occlusions, centric relations and malocclusions, and describe the causes of malocclusion
• discuss the rationale for orthodontic treatment
• explain the indications and contraindications for orthodontic treatment
• describe the stages involved in fixed and removable orthodontic therapy
• identify and name instruments and equipment used in orthodontic procedures including:
  – different banding techniques including, for example, Edgewise and Begg systems
  – the bands, brackets and attachments required for each banding technique
  – removable appliances used during orthodontic treatment
• demonstrate a basic ability to:
  – appropriately use orthodontic instruments and equipment
  – take impressions for orthodontic purposes
  – remove brackets, bands, archwires, modules, ligature wire, power chain and thread, coil springs, elastic, separating elastics
  – place and fix arch wires
  – select and prepare bands for cementation
  – re-cement loose bands
  – remove orthodontic cement and materials after band and bracket removal using an ultrasonic scaler, power driven handpiece and/or orthodontic pliers
• identify the information required by patients undergoing orthodontic treatment
• demonstrate the ability to:
  – provide patients with accurate information relating to the care and maintenance of teeth and fixed and/or removable appliances
  – promote the oral health of patients undergoing orthodontic treatment
  – identify and refer conditions requiring management by an orthodontist or other dental professional

Pre-reading material will be supplied including refresher material on occlusion and malocclusion and their classifications.
VENUE AND LOCATION OF 2009 COURSES
All courses will be held in the Melbourne Dental School, University of Melbourne, 720 Swanston Street, Carlton. Participants will be notified of room allocations well in advance of the course date.

PAYMENT OF COURSE FEES
Applications for registration must be accompanied by payment and can be made by fax or mail with credit card details (name, expiration date, amount of payment & card holder’s signature) or by cheque which should be made payable to ‘The University of Melbourne’. Please note that the University does not accept American Express, Diners Club or debit cards.

• A minimum deposit of half the full course fee must be paid to secure your position. However, we prefer full payment of the course fee upon application.
• Confirmation of your registration will be sent to you with a receipt for your payment. Two weeks prior to the course date, you will receive a written reminder of your enrolment, the course location and other details. Any outstanding fee must be paid at this time.
• The course fee provides for your registration, use of dental equipment as specified, incidental materials and all meals and refreshments during the day.
• Please note the ‘Registration Limit’ for each course. As our practice is to run small groups that allow greater interaction with presenters and colleagues, we strongly recommend that you submit an application for your preferred course(s) as early as possible.
• All courses will have a waiting list to which we are happy to add your name. No payment is required for this service and should a place become available, you will be contacted and offered a place. Full payment is required upon acceptance of the place. Please note that waiting lists are not carried over from year to year.

We recommend that participants contact the CPD Office if confirmation of your enrolment is not received within 14 working days after your application.

CANCELLATIONS
If you cancel your registration, you must inform the Continuing Professional Development Office as soon as possible so that your place can be offered to another applicant. If you are able to nominate a colleague to take your place, we would be very happy for this to happen.

Refunds following cancellation are as follows:
• a $50 cancellation fee will be charged for all course cancellations made more than 6 weeks prior to the course commencement date
• cancellations made less than six weeks prior to the course will be offered a 50% refund
• cancellations made less than one week prior to the course or failure to attend receive NO refund

GST
All course fees include 10% GST in the total cost. For your tax purposes, upon payment, your receipt will show the GST amount. All receipts list the University ABN 84 002 705 224

CERTIFICATE OF ATTENDANCE
The Melbourne Dental School is an approved Educational Activity Provider (EAP) under the Dental Practice Board of Victoria’s Code of Practice on CPD. All our CPD programs offer scientific/clinical credits based on their duration in hours and minutes. A Certificate of Attendance will be presented to each participant at the end of the course.

PLEASE NOTE THE CPD OFFICE DOES NOT SUBMIT ATTENDANCE SHEETS TO THE DENTAL PRACTICE BOARD.

The mandatory CPD scheme, as implemented by the Board, is self-regulatory. It is the responsibility of each participant to track the hours accrued by attending University courses on their log sheet for the current cycle.
PARKING FACILITIES
Please note there are no car parking facilities at the building. However, should you wish to utilize public transport, there is a tram stop right outside the main entrance. Trams run frequently along Swanston Street from the City. Melbourne Central is the closest railway station and numerous bus routes run close by. For metropolitan train, tram and bus information, call Metlink on 131 638.

LOCATION & PARKING MAP
Melways Reference 2B E7
• Cardigan Street Parking—Royal Women’s Hospital $16.00 per day
• Elgin Street—Wilson Parking $14.00 per day
• Drummond Street—Clock Tower Car Park $8.00 per day
(Prices are subject to change without notice)

CATERING
Catering will be provided for each course. Full day courses will have morning, afternoon tea and lunch provided. Half-day courses will have morning or afternoon tea provided. Vegetarian and Kosher meals are available on request along with any other specific dietary requirements.

2009 PROGRAM BROCHURE AND THE WWW
A copy of the 2009 Program is located on the Melbourne Dental School homepage which lists all course details with a registration form that can be downloaded. Our address is www.dent.unimelb.edu.au/dsweb/continuing_dev/index.html

DISCOUNTS
The following discounted places are available:
• a once-only per year $200 discount to pro bono Melbourne Dental School demonstrators who have been given an honorary title by the School’s Appointments Sub-committee
• a once-only per year $200 discount to full-time staff of the Royal Dental Hospital of Melbourne, who undertake clinical teaching and who have been given an honorary title by the School’s Appointments Sub-committee
• a once-only per year $200 discount to full-time staff of the University of Melbourne
• a once-only per year $200 discount to full-time postgraduate students of the University of Melbourne if registering for the entire course.

Please note there is only one discounted place available in each course. Postgraduate students who are studying the area(s) covered in the course may attend the lecture portion of the course, free of charge.

UNIVERSITY CONTACT DETAILS
Continuing Professional Development:
Ms Samantha Vassallo La Rosa
Program Administrator
or
Ms Elena Malgeri
Administrative Assistant
5th Floor Melbourne Dental School
The University of Melbourne
720 Swanston Street
Carlton VIC 3053
Phone: +61 3 93411506
Fax: +61 3 93411595
Email: cpd-dent@unimelb.edu.au

School Office
4th Floor Melbourne Dental School
The University of Melbourne
720 Swanston Street
Carlton VIC 3053
Phone: +61 3 93411500
Fax: +61 3 93411599

Postgraduate Office
Ms Kim Hanson
4th Floor Melbourne Dental School
The University of Melbourne
720 Swanston Street
Carlton VIC 3053
Phone: +61 3 93411507
Fax: +61 3 93411599

CRC for Oral Health Science
Communications Manager
CRC for Oral Health Science
6th Floor 720 Swanston Street
Carlton VIC 3053
Phone: +61 3 93411553
Fax: +61 3 93411597
Web: www.crcoralhealthscience.org.au
# MELBOURNE DENTAL SCHOOL REGISTRATION FORM

Multiple registrations can be made on this registration form.

<table>
<thead>
<tr>
<th>COURSE</th>
<th>DATE</th>
<th>COST (inc GST)</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2901: Oral Medicine On-line web lectures</td>
<td>All year</td>
<td>$75 per module</td>
<td>$75</td>
</tr>
<tr>
<td>2902: Updating Oral Health Care Skills</td>
<td>TBA*</td>
<td>TBA*</td>
<td></td>
</tr>
<tr>
<td>2903: Ceramic Veneers: What to Do? How to do it</td>
<td>Fri 6 Mar</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2904: Surgical Crown Lengthening</td>
<td>Fri 8 May</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2905: My First Implant</td>
<td>Mon 18 May</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2906: Principles of Restorative Implant Dentistry</td>
<td>All Year</td>
<td>$4,000</td>
<td></td>
</tr>
<tr>
<td>2907: Digital Photography in Dentistry</td>
<td>Fri 5 Jun</td>
<td>$600</td>
<td></td>
</tr>
<tr>
<td>2908: Dental Pulpotomy Surgery Refresher Course</td>
<td>Mon 15 – Fri 19 June</td>
<td>$4,600</td>
<td></td>
</tr>
<tr>
<td>2909: Contemporary Endodontics</td>
<td>Thu 25 – Fri 26 June</td>
<td>$1,300</td>
<td></td>
</tr>
<tr>
<td>2910: Directly Placed Composite Restorations</td>
<td>Fri 3 – Sat 4 July</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>2911: OPG and Lateral Cephalometric Radiograph Training for Dentists, Therapists &amp; Hygienists</td>
<td>Thu 9 July – Fri 10 July</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>2912: Local Analgesia for Dental Hygienists</td>
<td>Mon 13 – Wed 15 July</td>
<td>$1,580</td>
<td></td>
</tr>
<tr>
<td>2909 Multidisciplinary Approach Towards Management of the Cracked Tooth</td>
<td>Fri 24 July – Fri 24 July – Sat 25 July</td>
<td>$400 (Lect only)</td>
<td>$400</td>
</tr>
<tr>
<td>2913: Surgical Crown Lengthening</td>
<td>Wed 5 Aug</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2914: Introductory Orthodontics</td>
<td>Wed 26 – Fri 28 Aug</td>
<td>$2,100</td>
<td></td>
</tr>
<tr>
<td>2915: Management of Tooth Wear</td>
<td>Tue 1 – Wed 2 Sep</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>2916: “Lab Speak”… Getting The Best Interaction With Your Laboratory</td>
<td>Wed 9 Sep</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2917: Periodontal Surgery</td>
<td>Wed 16 Sep</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>2918: Prosthodontics for Practice</td>
<td>Fri 18, Mon 28, Tues 29 Sep</td>
<td>$1,800</td>
<td></td>
</tr>
<tr>
<td>2920: Orthodontics for Dental Hygienians and Dental Therapists</td>
<td>Wed 11 – Fri 13 Nov</td>
<td>$1,580</td>
<td></td>
</tr>
<tr>
<td>2921: Contemporary Endodontics</td>
<td>Thu 26 – Fri 27 Nov</td>
<td>$1,300</td>
<td></td>
</tr>
<tr>
<td>2922: Dental Pulpotomy Surgery Refresher Course</td>
<td>Mon 30 Nov – Fri 4 Dec</td>
<td>$4,600</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

---

**REGISTRATION DETAILS (Please print)**

Title ______ Name ____________________________

Address ____________________________________________________________________________

_______________________________ State _______________________ Postcode ________________

Phone (BH) _________________ (AH)______________________(Mobile) ________________________

Fax ______________________ Email_____________________________________________________

Special Dietary requirements? Yes □ □

If yes, please specify ___________________________________________________________________

**PAYMENT DETAILS**

I___I Cheque/Money Order (made payable to “The University of Melbourne”) Amount $_______________

Credit card   ___I VISA      ___I MasterCard      (American Express/Diner Club/Debit card NOT accepted)

Card Number ________________________________________________________________________ Expiry Date ___I / ___I

I hereby authorise The University of Melbourne to debit my credit card. Amount $__________

Cardholders Signature _____________________________________________ Date _______________

**RETURN THIS FORM TO**

Ms Samantha Vassallo La Rosa (Program Administrator)
Continuing Professional Development, Melbourne Dental School
The University Of Melbourne, 5th Floor, 720 Swanston Street, Carlton, Victoria 3053
Tel +61 3 9341 1506 Fax +61 3 9341 1595 www.dent.unimelb.edu.au ABN 84 002 705 224

Please register separately for Melbourne Dental School and ADAVB courses by using the individual registration forms.

Please note the Melbourne Dental School refund and cancellation policy on page 63 before submitting your registration form.

---

TBA* = Prices and dates upon enquiry