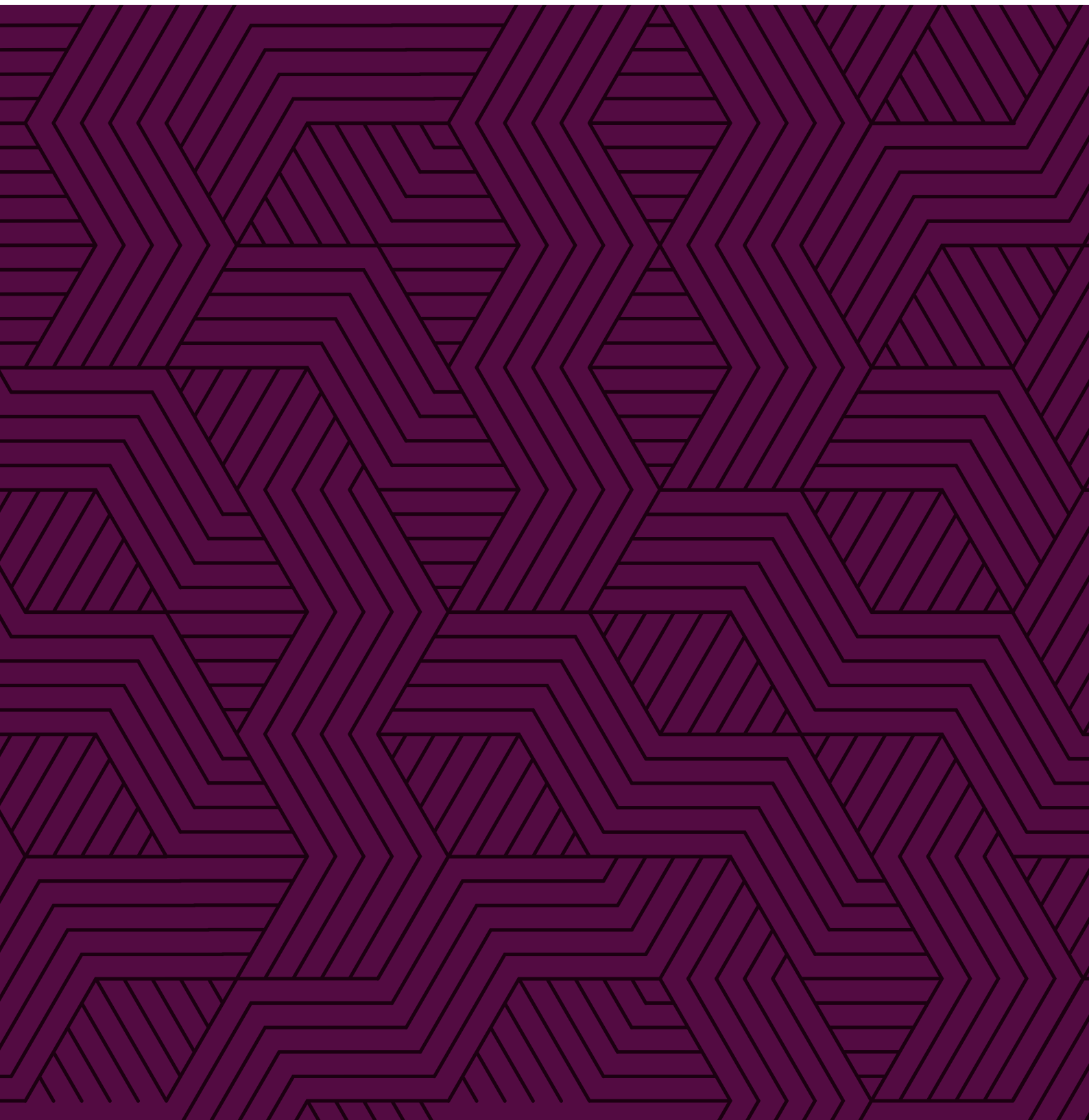


**General  
Dental  
Council**

General guidance  
for Specialist List  
Assessed Application  
Assessors



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# 1. Introduction

The General Dental Council (GDC) is the UK-wide statutory regulator of around 114,000 members of the dental team. Our primary purpose is to protect patients and maintain public confidence in dental services through our regulatory functions. Perhaps the most important way we do this is by registering dentists and dental care professionals (DCPs) who are entitled to practise in the United Kingdom.

We only grant registration to those dental professionals who meet our requirements on education and training, health and good character, and for the overseas qualified, they also need to meet the English language criteria. We also have a statutory responsibility to promote high standards of education in all aspects of dentistry and, consequently, set out requirements for all UK programmes that lead to registration as a dental professional.

As well as keeping registers of all dentists and DCPs who are entitled to practise in the UK, we also hold lists of registered dentists who are entitled to use one of the 13 specialist titles recognised by the GDC. These titles are designed to protect the public against inaccurate claims of specialist skills and to help employers and others recognise dentists with specialist skills and experience. There are 4,446<sup>1</sup> entries on the specialist lists (a dentist can be listed on multiple specialist lists).

The GDC was designated in 1980 as the UK competent authority in relation to orthodontics and oral surgery, the two specialties specifically recognised in European legislation. The GDC designated the eleven further specialist titles, mostly in 1988, with the current list set by regulations made in 2008.

## 2. Routes to gain entry to the Specialist Lists

There are a number of routes by which GDC-registered dentists can apply for entry to the specialist list. This is also dependent on which specialist list they wish to join.

Dentists who have completed a specialist training programme in the UK approved by the relevant Postgraduate Dental Dean, may apply for the award of a Certificate of Completion of Specialist Training (CCST) and entry onto the relevant specialist list. In addition EEA Oral Surgery and Orthodontics qualified specialists may also apply under Annex 1 – List of Qualifications awarded in an EEA Member State or Switzerland that are available for entry onto the GDC's Oral Surgery or Orthodontics Specialist List

Registered dentists who do not hold a CCST (and have therefore not undertaken the specific approved specialist training programme) can apply to join a specialist list via other routes by submitting evidence that they have an equivalent level of knowledge, skill and experience gained in other ways. These are Specialist List Assessed Applications (SLAA) and apply where an applicant:

1. As of November 2024

## Orthodontics or Oral Surgery only (EU recognised specialties)

### Specialist UK Qualification

- holds a specialist qualification or qualifications awarded in the UK and has relevant knowledge, skill and experience in the specialty in question and satisfies the Council that they have gained a level of expertise that is equivalent to the level of expertise they might reasonably be expected to have attained if they had a CCST in Orthodontics or Oral Surgery.

### Oral Surgery or Orthodontics qualification outside UK

- holds a post-graduate Oral Surgery or Orthodontics qualification awarded outside the UK and satisfies the Council that those qualifications are equivalent to those required for the award of a CCST in the specialty in question.

### Knowledge and experience in Oral Surgery derived from academic or research work (demonstrating equivalence to CCST in Oral Surgery)

- can demonstrate that they have knowledge of, and experience in, Orthodontics or oral surgery derived from academic or research work, and satisfies the Council that that knowledge and experience is equivalent to that which the dentist might reasonably be expected to have acquired if they had undertaken the training required for the award of a CCST in that specialty.

### (Oral Surgery only) GMC-registered Oral and Maxillofacial Surgeon

- is registered as a specialist on the General Medical Council's Register for Oral and Maxillofacial Surgery and satisfies the Council that their training included elements which taken together are equivalent to that required for the award of a CCST in Oral Surgery.

## All other All other specialties (UK recognised specialties)

- holds a specialist qualification or qualifications and has relevant knowledge and skill and experience in the specialty in question and satisfies the Council that they have gained a level of expertise equivalent to the level of expertise they might reasonably be expected to have attained if they had a CCST in that specialty.

## 3. Specialist List Assessed Applications (SLAA) Assessor Role

The procedure is a paper-based exercise using secure electronic distribution of information.

SLAA applications are made to the GDC. Applications are processed by the Registration Casework Team who ensure the required information has been received in the correct format with patient details anonymised. The team will return applications with insufficient documentation and/or any identifiable patient information and can request further information for incomplete applications. Certain documents are verified to ensure they are accurate. Complete applications are then uploaded to the system and transferred to assessor's iPads for assessment.

The role of the assessor is to assess applications to determine whether the applicant should be recommended for entry onto the specialist list through the route of equivalence. They will consider whether the applicant has met the requirements of one of the routes set out in Section 2 above.

Applicants provide a portfolio as part of their application, which must demonstrate with evidence how they meet the requirements across the breadth of the relevant GDC approved curriculum. Assessors will use the evidence provided and their comprehensive understanding of UK specialty training and curricula to assess whether the applicant has demonstrated equivalence.

The GDC has developed an [application pack](#) for prospective SLAA applicants which provides details of the types of evidence that we strongly recommend should be submitted as part of their application. Assessors can contact the GDC assessment team should there be any questions, or if you need any further information when carrying out assessments.

## 4. Assessment Panels

Assessors meet remotely (via MS Teams) at regular intervals as a panel of three<sup>2</sup>, coordinated and facilitated by a GDC Registration caseworker and a note-taker, to consider applications. The role of the panel is to make a collective recommendation, based on the previously delivered evidence, to the GDC Registrar as to whether an applicant is eligible for entry onto the specialist list.

The GDC Registration Caseworker will draw together the individual recommendations via the panel discussion and make the appropriate final recommendation to the GDC Registrar. If there is not full agreement at a panel about the outcome of a particular application, the majority agreement will be taken. Whilst the panel is asked to provide a recommendation, the final decision is taken by the GDC's Registrar.

Panels will be asked to provide detailed and comprehensive reasons for each recommendation, which will be disclosable to the applicant. If the application has not been successful, the feedback must clearly describe the specific areas in which the applicant has not sufficiently demonstrated equivalence and should describe the additional information/evidence that would be needed to make the application successful.

If further information is required by the panel in order to reach a decision, a request will be made to the applicant to provide this information within 28 days.

2. In some cases, the GDC may need to adjust the composition of the panel. In any case, we will only proceed with a majority recommendation.

## 5. Timescales

We will aim to provide applicants with a decision on their application within 4 months of a complete application being received.

## 6. Appeals

Under The General Dental Council (Specialist List) Appeals Regulations 2009 (the appeals regulations) a dentist who has been unable to satisfy the GDC that they are entitled to be added to a specialist list, may appeal against the Council's decision. The applicant has 3 months from the date of the decision letter to submit their appeal, and an appeal hearing will usually take place 3-6 months after the appeal has been received (depending on availability of the panel and the appellant).

In accordance with the relevant rules, the appeal panel consists of the Director of Appeals (sitting as the Legal Chair) and two other panel members of a different specialty.

The appeal panel members receive a bundle of documents, which consists of the original application, the assessment panel recommendation and reasoning, and any additional relevant information or evidence. At the hearing, the appellant can be legally represented or represent themselves and has the option to call witnesses. A solicitor will present the GDC's case. The panel can ask questions of the appellant and any witnesses.

The outcome of the appeal is delivered to the appellant and GDC, usually on the same day as the hearing. Whilst hearings are heard in private, assessors will be provided feedback on any appeals relating to applications they have assessed via the GDC Registration Casework Team.

## 7. Conflicts of interest

Public bodies are expected to maintain a Register of Interests to avoid any potential of those working for it or on its behalf being influenced, or appearing to be influenced, by their private interests in the exercise of their public duties. Assessors are required to sign and declare any interests in line with the GDC's Managing Interests Policy.

A conflict of interest may exist, for example, if an assessor is involved in the assessment of a specialist list application made by someone they work with, have trained, or are close personal friends with. There may be other situations where conflicts arise – if unsure, please consult with Registrations staff.

Assessors must state any potential conflict of interest prior to starting an assessment and in advance of the scheduled panel meeting.

## 8. Assessor details

It is the responsibility of every SLAA assessor to ensure that the GDC is kept up to date with any change in contact details, role or any other information that is relevant to their role as an associate. Please notify us in a timely manner of any changes.

## 9. Confidentiality

SLAA assessors are bound by a duty of confidentiality which is set out in the GDC contract. This remains in force after the term as an assessor comes to end.

When carrying out their role, assessors must comply with the Data Protection 2018, and be aware of the implications of the Freedom of Information Act 2000.

In the course of their duties, assessors will have access to confidential information and applicant's personal details. The integrity of the assessment process depends on confidentiality being maintained. Matters of a confidential nature must strictly remain within the confines of the panel meetings and assessors should avoid discussing applications outside of this.

The GDC will not disclose the details of assessors to applicants or other parties unless directed to do so for legal reasons.

## 10. Gifts and hospitality

Assessors must not accept gifts, hospitality or benefits of any kind from a third party which might be perceived as compromising their professional judgement or integrity. Any gifts which are offered must be declared.

For further information, please refer to the [GDC's Gifts and Hospitality Policy for Council Members and Independent Governance Associates](#).

## 11. Whistleblowing

Whistleblowing is raising a concern about wrongdoing, risk or malpractice with someone in authority either internally or externally. Many of us at one time or another have a concern about what is happening at work. Usually these are easily resolved.

The GDC welcomes matters being raised by assessors and associates and will ensure that if a genuine concern is raised, the person raising the concern will not suffer any detriment or adverse treatment as a consequence – it does not matter if there is no proof or the associate or assessor was mistaken. This assurance is not extended to someone who maliciously raises a matter they know is untrue.

Further information on whistleblowing and the process on how to raise concerns is available in Whistleblowing Policy for Council Members or Associates.

## 12. Induction and training

A training day will take place annually and details of this will be shared separately with you.

Attendance at the training is mandatory as it provides an opportunity for information and process updates, and calibration. We will also provide feedback if requested, on your performance as part of the continuous improvement of the assessor role. There will also be online training as and when needed.

## 13. Remuneration

Assessors will be remunerated for the work they complete. Assessors will be remunerated for:

- Preparation (reading time) – can be spread over 4 weeks in advance of panel meeting. Reading time can vary depending on the volume of applications listed for panel.
- For panel meetings – Your availability will be confirmed in advance.
- 1 day per year for attendance at the assessor workshop.

The time commitment is likely to be higher in the first two years of tenure and for assessors in some of the specialties.

The amount of remuneration is currently set at £353.00 per day, or £176.50 per half day. There is no hourly rate for this role.

Where in-person attendance is necessary for your role, you are eligible to claim the costs of travel and subsistence necessary in accordance with the GDC expenses policy.



## 14. Travel and expenses

Where in-person attendance is required, for example at training days, assessors are responsible for arranging their own travel.

Whenever possible, assessors must travel by the most cost-effective means. As dates of events are usually known well in advance, open-ended train tickets for example, should only be booked in exceptional circumstances and generally only when these options are cheaper than an advanced ticket.

When travel is booked, you must keep a receipt of the transaction to submit to the GDC's Finance department along with details of any other personal expenses.

Travel by car, bicycle or motorbike is permitted. Costs for this type of travel will be paid based on the mileage covered.

Where subsistence is required, you must retain all receipts to submit to Finance for reimbursement. Expenses incurred for subsistence will be reimbursed up to the following amounts:

- Breakfast - £10 (only when required to leave home before 07.30)
- Lunch - £10 (where no lunch has been provided)

You are responsible for submitting expenses forms with supporting documentation directly to the GDC's Finance department.

## 15. Feedback

The GDC is committed to improving the way we work with you and would greatly appreciate any ideas you may have of how our procedures, documentation and communication methods can be improved. A survey link for you to provide feedback will be sent to you after each panel meeting.

Any feedback received will be analysed by GDC staff and used to help support improvements. This information is particularly valuable to inform training days and support calibration of assessments and panels.

If you have concerns regarding a fellow panellist, please raise these with the Registration Casework Manager in the first instance.

## Annex 1a

### A list of Oral Surgery Specialist Qualifications awarded in an EEA Member State of Switzerland that are eligible for entry onto the GDC's Oral Surgery Specialist List

Country	Name of Oral Surgery Qualification	Awarding Body	Reference Date (where training began ON or AFTER this date)
Bulgaria (България)	Свидетелство за призната специалност по 'Орална хирургия'	Факултет по дентална медицина към Медицински Университет	1 January 2007
Czech Republic (Česká Republika)	Diplom o specializaci (v oboru orální a maxilofaciální chirurgie)	1. Institut postgraduálního vzdělávání ve zdravotnictví 2. Ministerstvo zdravotnictví	19 July 2007
Cyprus (Κύπρος)	Πιστοποιητικό Αναγνώρισης του Ειδικού Οδοντιάτρου στην Στοματική Χειρουργική	Οδοντιατρικό Συμβούλιο	1 May 2004
Denmark (Danmark)	Bevis for tilladelse til at betegne sig som specialtandlæge i tand-, mund- og kæbekirurgi	Sundhedsstyrelsen Styrelsen for Patientsikkerhed	28 January 1980
Finland (Suomi)	Erikoishammaslääkäarin tutkinto, suu- ja leuka-kirurgia/ Specialtandläkar-examen, oral och maxillofacial kirurgi	Yliopisto	1 January 1994
France	Diplôme d'études spécialisées de chirurgie orale	Universités	31 March 2011
Germany (Deutschland)	Fachzahnärztliche Anerkennung für Oralchirurgie/Mundchirurgie	Landes Zahnärztekammer	28 January 1980
Greece (Ελλάς)	Τίτλος Οδοντιατρικής ειδικότητας της Γναθοχειρουργικής (up to 31 December 2002)	- Περιφέρεια - Νομαρχιακή Αυτοδιοίκηση - Νομαρχία	1 January 2003

Country	Name of Oral Surgery Qualification	Awarding Body	Reference Date (where training began ON or AFTER this date)
Hungary (Magyarország)	Dento-alveoláris sebészet szakorvosa bizonyítvány	Nemzeti Vizsgabizotág	1 May 2004
Ireland	Certificate of specialist dentist in Oral Surgery	Competent authority recognised for this purpose by the competent minister	28 January 1980
Italy (Italia)	Diploma di specialista in Chirurgia Orale	Università	21 May 2005

## Annex 1b

### A list of Orthodontics Specialist Qualifications awarded in an EEA Member State of Switzerland that are eligible for entry onto the GDC's Orthodontics Specialist List

Country	Name of Orthodontics Qualification	Awarding Body	Reference Date (where training began ON or AFTER this date)
Belgium (België/ Belgique/ Belgien)	Titre professionnel particulier de dentiste spécialiste en orthodontie/ Bijzondere beroepstitel van tandarts specialist in de orthodontie	Ministre de la Santé publique/Minister bevoegd voor Volksgezondheid	27 January 2005
Bulgaria (България)	Свидетелство за призната специалност по "Ортодонтия"	Факултет по дентална медицина към Медицински университет	1 January 2007
Czech Republic (Česká republika)	Diplom o specializaci (v oboru ortodontie)	1. Institut postgraduálního vzdělávání ve zdravotnictví 2. Ministerstvo zdravotnictví	19 July 2007
Cyprus (Κύπρος)	Πιστοποιητικό Αναγνώρισης του Ειδικού Οδοντιάτρου στην Ορθοδοντική	Οδοντιατρικό Συμβούλιο	1 May 2004
Denmark (Danmark)	Bevis for tilladelse til at betegne sig som specialtandlæge i ortodonti	Sundhedsstyrelsen Styrelsen for Patientsikkerhed	28 January 1980
Finland (Suomi)	Erikoishammaslääkäarin tutkinto, hampaiston oikomishoito/ Specialtand- läkarexamen, tandreglering	Yliopisto	1 January 1994
France	Titre de spécialiste en orthodontie	Conseil National de l'Ordre des chirurgiens dentistes	28 January 1980
Germany (Deutschland)	Fachzahnärztliche Anerkennung für Kieferorthopädie	Landeszahnärztekammer	28 January 1980

Country	Name of Orthodontics Qualification	Awarding Body	Reference Date (where training began ON or AFTER this date)
Greece (Ελλάς)	Τίτλος Οδοντιατρικής ειδικότητας της Ορθοδοντικής	– Περιφέρεια – Νομαρχιακή Αυτοδιοίκηση – Νομαρχία	01 January 1980
Hungary (Magyarország)	Fogszabályozás szakorvosa bizonyítvány	Nemzeti Vizsgabizottság	1 May 2004
Ireland	Certificate of specialist dentist in Orthodontics	Competent authority recognised for this purpose by the competent minister	28 January 1980
Italy (Italia)	Diploma di specialista in Ortognatodonzia	Università	21 May 2005
Latvia (Latvija)	“Sertifikāts” - kompetentas leštādes izsniegts dokuments, kas apliecina, ka persona ir nokārtojusi sertifikācijas eksāmenu ortodontijā	Latvijas Ārstu biedrība	1 May 2004
Lithuania (Lietuva)	1.Rezidentūros pažymėjimas, nurodantis suteiktą gydytojo ortodonto profesinę kvalifikaciją 2.Rezidentūros pažymėjimas (gydytojo ortodonto profesinė kvalifikacija)	Universitetas	1 May 2004
Malta	Ċertifikat ta' speċjalista dentali fl- Ortodonzja	Kumitat ta' Approvazzjoni dwar Speċjalisti	1 May 2004
Netherlands (Nederland)	Bewijs van inschrijving als orthodontist in het Specialistenregister	Registratiecommissie Tandheelkundige Specialisten (RTS) van de Koninklijke Nederlandse Maatschappij tot bevordering der Tandheelkunde	28 January 1980
Norway (Norge)	Bevis for gjennomgått spesialistutdanning i kjeveortopedi	Odontologisk universitetsfakultet	01 January 1994
Poland (Polska)	Dyplom uzyskania tytułu specjalisty w dziedzinie ortodoncji	Centrum Egzaminów Medycznych	1 May 2004

Country	Name of Orthodontics Qualification	Awarding Body	Reference Date (where training began ON or AFTER this date)
Portugal	Título de Especialista em Ortodontia	Ordem dos Médicos Dentistas (OMD)	4 June 2008
România	Certificatul de specialist în Ortodonție și Ortopedie dento-facială	Ministerul Sănătății	17 December 2008
Slovenia (Slovenija)	Potrdilo o opravljenem specialističnem izpitu iz čeljustne in zobne ortopedije	1. Ministrstvo za zdravje 2. Zdravniška zbornica Slovenije	1 May 2004
Slovakia (Slovensko)	Diplom o špecializácii v špecializačnom odbore čel'ustná ortopédia	Slovenská zdravotnícka univerzita	17 December 2008
Sweden (Sverige)	Bevis om specialistkompetens i ortodonti	Socialstyrelsen	1 January 1994
Switzerland (Schweiz)	Diplom für Kieferorthopädie Diplôme fédéral d'orthodontiste Diploma di ortodontista	– Eidgenössisches Departement des Innern und Schweizerische Zahnärzte-Gesellschaft – Département fédéral de l'intérieur et Société suisse d'odontostomatologie – Dipartimento federale dell'interno e Società Svizzera di Odontologia e Stomatologia	1 June 2002



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