

Registration as a dental care professional (DCP) with a formal qualification gained overseas

Guide to the most common reasons applications are refused

Table 1: Common reasons for applications to be refused

Evidence type	Reason contributing to a refusal include, but are not limited to:
Learning outcomes (relevant for each title from the Preparing for Practice document)	<ul style="list-style-type: none"> • Learning outcome not mapped/not clear within supporting information. • Learning outcome poorly mapped i.e. insufficient information to support attainment. • Learning outcome incorrectly mapped e.g. application page numbers do not correlate.
Syllabus and if applicable, a letter from your university/institution covering your course content	<ul style="list-style-type: none"> • No or limited information about theoretical and practical hours studied. • No or limited breakdown of the full training course. • Programme of study completed not provided with application. • Overarching learning objectives from dental regulator rather than the education provider. • Learning outcome not covered within syllabus. • Learning outcome has limited coverage. • No confirmation the dates of study relate to the syllabus submitted.
Training course	<ul style="list-style-type: none"> • Training course completed is not relevant to title applied for. • Training course not completed recently. • Training course is incomplete. • Learning outcome is not covered within training.

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Evidence type	Reason contributing to a refusal include, but are not limited to:
Clinical experience supported by professional references and/or employment contract	<ul style="list-style-type: none"> • No or limited evidence provided of recent clinical experience relevant to the title applied for. • Insufficient evidence demonstrating retention of skills to practise safely. • Observership only (no professional registration held with regulator). • No or limited details of any clinical roles and responsibilities. • No or limited information within your professional reference about your relationship to your referee, and hours and dates worked. • Professional reference identical to another applicant's professional reference, explanation required. • Professional reference does not appear to have been completed independently by the referee.
Continuing professional development (CPD) certificates	<ul style="list-style-type: none"> • No or limited details of the course learning outcomes. • No indication of time spent completing CPD module or course. • No date included of when the activity, course or training was completed. • CPD completed over five years ago. • CPD provided not appropriate to demonstrate attainment of learning outcome. • The name on the certificate does not correlate with that of the application.
Self-declaration and/or reflection statement	<ul style="list-style-type: none"> • Similar or identical to another applicant's submission, explanation required. • Statement does not demonstrate reflection or understanding of the learning outcome. • The statement is not signed and dated.
<i>NOTE: There are UK-specific learning outcomes in relation to medical emergencies and medical ionizing radiation and statutory regulations</i>	<ul style="list-style-type: none"> • No evidence of completion of an Immediate Life Support (ILS) course (hands on) within the past 12 months. • ILS certification provided does not include equivalent UK resuscitation ILS outcomes. • No Ionising Radiation (Medical Exposure) Regulations (IR(ME)R) certification. • (IR(ME)R) certification at inappropriate level for DCP title applied for.