

NZAO Orthodontic Auxiliary Training Programme Quick Summary

Certificate of Orthodontic Assisting

The NZAO run a training programme for dental staff without a previous dental qualification to become Orthodontic Auxiliaries. Participants who pass the course will be issued with a **Certificate of Orthodontic Assisting (COA)**, with which they can apply to the DCNZ for registration.

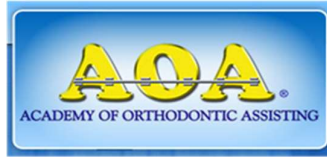
The Orthodontist

1. To be able to train an orthodontic auxiliary, the orthodontist must first complete the **NZAO Orthodontic Auxiliary Trainers Accreditation Programme** (those who have completed the NZAO Practice Accreditation Programme are exempt). This is available on the website www.orthodontists.org.nz and consists of 7 standards to be read, understood, implemented if necessary, and then a declaration that the requirements have been met must be provided with the staff application to undertake the NZAO Orthodontic Auxiliary Training Programme (OATP). The standards will already be a part of most practices.
2. The orthodontist must take the time to become familiar with the OATP Systems Manual.
3. The orthodontist must act as tutor and supervise the orthodontic auxiliary student. Please note this is a significant commitment and requires substantial time and effort.
4. Patients must be made aware that the participant is in a training programme and written or verbal consent be obtained.

The Applicant

Before any training begins, the applicant must:

1. a. Have a previous qualification; either as a Dental Assistant, Dental Therapist, Hygienist, or a trained Dentist, or enrolled in the NZDA's Dental Assistants Programme and have completed the Cross Infection Module.
b. Alternatively, have a Careerforce Level III Certificate in health and wellbeing (Dental assistance), or be enrolled in this Careerforce Level III Certificate and have completed the Careerforce module 29395 (the learning guide) apply infection prevention and control in dentistry AND the Careerforce module 29454 (the assessment).
2. Have the support of employing specialist orthodontist who is a NZAO member.
3. Have a current NZRC CORE Intermediate Resuscitation Certificate, or equivalent Certificate.
4. Have blood tests to provide HIV, Hepatitis B and Hepatitis C serological status. In addition, a blood test is required of Hepatitis B immunity i.e. Hepatitis B antibodies.
5. Have access to a computer and the Internet.
6. Have access to a laboratory.



The Training

The training is in four parts.

1. The first part is the **NZDA Dental Assisting Programme** or **Careerforce Level III Certificate in health and wellbeing (Dental Assistance)**.
2. The second part is the **AOA Trapezio on-line course**. The Orthodontic Assisting Level 1 course provides much of the theory and some of the clinical knowledge. The orthodontist must facilitate the participant's undertaking of the AOA on line course. The course has a cost as below in \$US, please enrol at www.trapezio.com
3. The third part is the **eCALD Module 1 – Cultural & Cultural Competency** (if you applied for the programme after the 1st of July 2022). This 3-hour online module expands on cultural competency for all cultures and is for working with culturally, linguistically, and religiously diverse groups. The course has no fees for health practitioners, please register at www.ecald.com
4. The fourth part is the **In-House training**. This involves the majority of the training, which is carried out by the orthodontist. It is expected this will occur in conjunction with the AOA on-line course and takes participant's a minimum of 6 months to a maximum of 24 months to complete.

The Assessments

1. Pass the NZDA Dental Assisting Programme or the Careerforce Level III Certificate in health and wellbeing (Dental assistance).
2. Pass the AOA on-line test.
3. Complete the OATP Self-Assessment Cultural Awareness Module.
4. Complete the eCALD Module 1 – Cultural & Cultural Competency (if you applied for the programme after the 1st of July 2022).
5. Complete the Clinical Assessment Sheet demonstrating clinical proficiency and understanding of all required tasks to the supervising orthodontist.
6. Pass the Two Day OATP Final Assessment (normally held twice a year, depending on demand).

FEES as at January 1st 2018

NZAO Programme Application Fee

\$800 per NZAO member applicant all inclusive of GST

NZAO Trapezio Two Day Final Assessment Fees

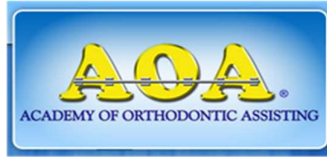
- **NZAO member** applicants - \$1,900 all inclusive of GST
- **Non-NZAO member** applicants - \$3,750 all inclusive of GST

Trapezio On-line Course : <http://www.trapezio.com>

On-line Course Fees

US \$400 per student for annual subscription

NB: Fees for the Trapezio on-line course are paid directly to Trapezio by tutors/students.



RESOURCES

For all general enquiries please contact the **OATP Administrator**

Jean Templeton

Phone: 09 442 1099

Email: admin@orthodontists.org.nz

For trainers wishing mentoring assistance please contact the **OATP Co Chair**

Dr Tony Lund,

Phone: 07 347 8231

Email: tk.lund@xtra.co.nz

For trainees wishing mentoring assistance please contact the **OATP Co Chair**

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