

# ***Morgannwg Local Dental Committee***

## **Secretary's Report 31<sup>st</sup> January 2012**

Since the last meeting I have been away for four week in December although dealt with considerable 'housekeeping' emails during that time and we also had a consultation on a Patient Leaflet which we consulted on by email, with the Localities being included and there were a number of good responses by members. I think we should use this method where appropriate in future and develop this since it is similar to engaging in a forum on a website and this should be encouraged in relation to our own website. More on this later.

As I've mentioned in a previous report almost all correspondence now comes electronically, and any correspondence I send out is by email. This cuts down on paper and anything that needs to be sent on to members is at a touch of a button which saves considerable time and expense.

I have been involved once again in giving advice to colleagues on contract issues. A matter of considerable concern to me has arisen around the behaviour of the anti fraud personnel in removing record cards from a practice, some of these being for patients with upcoming appointments. This is something I think we should follow up, since there should be an agreed protocol which all dentists are aware of for removal of patient records from a premises and I would be grateful for members' views on this before we proceed with following this up. We should have a brief discussion on this at the meeting, under this agenda item.

Although there might appear to be little progress on the website I have been discussing with the web designer that we need to finally update particularly in the following areas:

- Development of Search Engine registrations.
- Development of a page on Ethical Advertising and the use of Social Networking Sites by Dentists and their Staff particularly in relation to patient confidentiality.
- Update the documents on the website and to plan further updates on a regular basis – your views on how frequently this should be done will be appreciated.
- Constant review of the design of the site.