

**Clinical Standards Committee**  
**Chairman: David Morris**

**Unconfirmed minutes of a meeting of the Clinical Standards Committee held at the  
BOS offices on 9 November 2010 commencing at 1.15 pm**

**Members Present**

David Morris	Chairman CSC	(COG) (03/07)
Joy Hickman	Audit Co-ordinator	(COG) (03/07)
Les Joffe		BOS CEO
Nikki Attack		(COG) (03/11)*Incoming Chairman
Peter Brook		(OSG) (07/08)
Martyn Cobourne		(UTG) (11/05)
Dan Daly		(PG) (11/09)
Darren Johnston		(COG) (03/11)*Incoming Audit Co-ordinator
Caroline McCarthy		(COG) (07/10)
Angus Pringle		(TGG) (03/09)
Liz Turbill		(Scottish Representative) (04/08)

By invitation: Tracy Posner

**10/33 Apologies for absence and Welcome to New Members**

Apologies for absence were received from Gavin Barry, Bulletin Editor (02/03), Mary Lo (Website Co-ordinator) (07/07), Brenda Ng (CG) (07/10), Stephen Robinson (Cleft Representative) (03/07). Angus informed us that his TGG replacement would be Roz Walker.

**10/34 Minutes of the meeting held on 22 July 2010**

These were accepted as a true record and signed by the Chairman.

**10/35 Matters arising from last minutes not already on the agenda**

**Fooco, member queries**

Fooco: One director has left Fooco. The company promoted the Brace Care Video at the British Orthodontic Conference in September. Tracy Posner will ask Malcolm Counihan for an update on sales.

Member queries: Members frequently emailed queries to the BOS office which are forwarded to David Morris for response. One queried whether PILs are available in large print and, although they are not printed like that, it is possible to access them on the BOS website in pdf format and zoom in on them. Ann confirmed that there has been no apparent impact on sales if leaflets are downloadable. All PILs will eventually be on the BOS website as pdf files.

**10/36 BOS Website**

This was deferred awaiting Mary Lo's arrival but unfortunately she was unable to attend the meeting.

**10/37 Regional service for PAR scoring and PAR document for PCTs /LHBs**

There is a list of 34 calibrated PAR scorers on the BOS website. David has emailed Stephen Richmond and Nigel Fox encouraging them to ask delegates on their PAR courses to put their names on the BOS PAR scoring list. It might be useful to email those listed to see if they believe being on the list is useful to them.

## **10/38 PILs**

David Morris reported on the sales figures for PILs since 2007, noting that sales of headgear leaflets have dropped and that the Risks leaflet and Fixed Appliance leaflets continue to be the best sellers. He had expected the number of First Visit leaflets sold to have decreased because of the way hospitals now handle referrals but sales have held up. The next leaflets to be looked at, with a view to updating, are Headgear and Orthognathic Surgery and possibly Your First Visit. Martyn Cobourne commented that the orthognathic surgery leaflet requires better photographs. DM is happy to supply suitable photos if required.

### **i. Orthodontics and wind instrumentalists – update on hits (Mary Lo)**

The information was not available due to Mary Lo's absence. It would be interesting to have the figure for the number of member hits against the number of non-member hits. This might be possible when the website is revamped and Les will take this forward.

### **ii. Digit sucking (Alison Downing)**

This leaflet renamed Dummy and Thumb Sucking Habits was presented for approval. (The red colour will not be used as in the draft version circulated- it will be changed to be dyslexic friendly). It was agreed that the websites under "further information" will be looked at and other UK websites included. The Department of Health has some website information about dummies in general. The reference to fitting a habit-breaker dental appliance (which practices might charge for) will be amended to "may also discuss the use of a habit-breaker dental appliance which makes thumb sucking uncomfortable". Changes will be made and the leaflet will be sent to Dodds for formatting prior to passing to the Communications Committee for final approval.

### **iii. Healthy Food and Drink (Stephen Robinson/Mary Lo/Tracy Posner)**

This leaflet has stalled. Tracy will work on the wording and pass to Nikki Attack.

### **iv. Updating of "older" PILS and verification – Orthodontic Treatment, Fixed, Removable**

These are all with Dodds for formatting and will then be presented to the Communications Committee.

### **Retainers**

David is currently finishing updating this PIL. He needs at least two more photographs and these need to be selected with care to ensure the images are shown with a generic retainer otherwise sales could be limited. The use of the word "brace" as against "retainer" will be looked at. David will email round an updated draft to the Committee for approval and asked members to feedback to him within a few days. Les mentioned that there is now a specific retainer consent form on the BOS website for members to download and customise.

### **v. Impacted canines (Alison Downing/Joy Hickman)**

A revised draft was presented. There were some negative comments about the arrow which has now been introduced! The image on the front page will be changed – David has a suitable photograph. Martyn suggested a reference should be made to why the canines are important. The Committee agreed to include wording such as "they contribute to achieving a balanced smile" or similar. A further bullet point was agreed under option 2: May need to lose other permanent teeth to make space for the canine. Other changes:

"The operation may involve a general or local anaesthetic", "may" will be changed to "will".

"Painkillers such as the ones you would normally take for a headache may help", "may" will be changed to "should". "Please read the instructions on the packet" will be added.

"Will the treatment work?" Put "Usually, however, in rare cases, the buried tooth etc. "

Add after "removed" - "and you may need to have further dental treatment".

Under option 3, include "This is avoided if at all possible".

Under option 4, amend heading to "An operation to transplant the buried canine tooth to its proper position" and alter wording to "It has a lower success rate than the other options".

David will tidy up some of the text and email an amended version to Committee members for comment.

#### **vi. Hypodontia (David Morris and Liz Turbill)**

David Morris is now happy with the front cover. He will complete the PIL and email it to Committee members for comment. Liz to see if any of her Restorative colleagues have photos of upper implants in situ.

#### **vii. RME (Angus Pringle/Dan Daly)**

This is possibly for the website only. Four photographs became available from one patient and have been added. Angus will complete this and email to David. Comments from Nicky Mandall will be sought.

#### **viii. Protraction headgear (Gavin Barry/Yvonne Jones)**

Minor amendments to the wording were agreed. There was considerable discussion over the wording "Do not wear it when playing sports or playing around" and a new form of wording was agreed "Do not wear it during active play or sports". Wording about painkillers will be changed to keep in line with other leaflets: painkillers etc may help" change to "should help" with the addition of the rider "- please read the instructions on the packet". A paragraph heading indicating RME will be changed to Protraction Headgear. Nicky Mandall will again be asked for her comments.

#### **viii. First Visit to Orthognathic Clinic (David Morris)**

This is possibly for the website only. The PIL has similar subheadings to the Your First Visit PIL. This first draft was discussed with some minor text changes agreed together with other amendments and repositioning. The numbered points 1-4 under "What happens if I am ready to start treatment?" will be moved to become points 5-8 under "What will happen next?" Under "What type of treatment may I be offered?" the wording will change to "Treatment will usually involve fixed braces and surgery. You will need to wear braces for 18-24 months.....". Further down "4-8 months of brace treatment" will be changed to 6-12 months. Under "Why have I been referred to this clinic?", change "facial surgeon as well as an orthodontist" to "oral and maxillofacial surgeon and an orthodontist". Under "What will happen at the orthognathic clinic?" include the word "face" "have a look at your face, mouth, teeth and jaws." Taking out (using a small mouth mirror). Under "What will happen next?" change 2 to "Your dental health is not good enough. Your dentist will need to *help you* improve etc.". Under 4 Change to "You are suitable for treatment and need to decide whether to have the treatment or not." A further draft will be circulated.

A decision will be taken on whether to print the RME and Orthognathic Clinic leaflets only when the number of hits recorded for each of them, on the BOS website, have been noted.

### **10/39 Advice Sheets**

#### **i. Writing practice leaflets (Peter Brook)**

Final formatting is being carried out by the printers.

#### **ii. Mouthguards (Harmeet Dhaliwal & Samer Salam)**

The advice sheet will be forwarded to the printers for formatting. There have been several queries from orthodontists who have been asked to sign that it is safe for a boxer to box with braces and a mouthguard.

#### **iii. Re-use of Orthodontic Materials (Elizabeth Turbill & Gavin Barry)**

#### **iv. Medical Emergencies (Yvonne Jones & Alison Downing)**

#### **v. Inhaled and Ingested Foreign Bodies (Angus Pringle & Joy Hickman)**

These (iii, iv and v) have all been sent to Dodds for formatting.

#### **vi. Autotransplantation (Mick Amos & David Morris)**

This is being finalised and will then be sent to the printers.

#### **vii. Guide for Purchasers document**

Revision of this document has been ongoing for well over 18 months but the OSG have now rewritten their section. More images are required and Dodds are looking for those. It is hoped that this will be completed in January 2011.

## **10/40 National Clinical Guidelines**

Four clinical guidelines have been updated in the last two years and are on the RCS Eng. website. The next one to be done is the Clinical Guideline on First Permanent Molars. An article on Palatal Canines is planned for 2011 to be published in the BDJ. The Clinical Effectiveness Committee at the College has three meetings a year but, because they only last for a very short time, David has just sent reports rather than attending. DM will advise the FDS CE committee of Nikki taking over and her contact details.

## **10/41 National audits (Joy Hickman)**

*“Adverse reactions” renamed “Adverse events” (Mary Lo/Ann Wright)*

This reporting mechanism is little used but this is regarded as a governance issue and should therefore be continued. More publicity will be given to the scheme. Joy Hickman mentioned it to the Regional Audit Co-ordinators at their September meeting asking them to encourage members to use it.

*Mini Screws (David Bearn)*

David Bearn had sent a comprehensive report in July. A final reminder has been sent to participants to submit data for June 2008 to May 2009 by September 3<sup>rd</sup>, 2009. David is continuing with the project for at least a further year. He has already presented preliminary results at the BOC.

*Mouthguard provision (Mary Bussell)*

The initial response was very low but improved to 46% with a second reminder email. A further email was sent out at the end of October stressing that a response rate of 70% is necessary to make the findings worthwhile. The pilot in Birmingham has been written up for the Clinical Effectiveness Bulletin and won a prize for the author at the BOC.

*On-line PAR refresher programme (Joy Hickman)*

The Society is presently considering a proposal from a member in Leeds and his business partner, a computer expert, to promote the use of their PAR scoring refresher software through the BOS VLE service. This would involve members measuring their scores against pre-scored models. A “taster” version would be available free of charge to all members including members of OTA and ONG. If members want to undertake a proper assessment of three sets of five models, a fee of around £20 will be charged. They can earn CPD hours by undertaking the programme. The models for scoring will be changed annually. This is just a PAR scoring refresher or review programme, not calibration. This may be useful for individual’s annual appraisal requirements.

*BOS Treatment Survey Update (S Robinson)*

Stephen Robinson sent a report. He is very keen to continue the survey and to involve more specialist practitioners; also to extend the survey across the Society. Peter Brook has raised the matter of cooperating with the survey at OSG Committee and will raise it again but believes that specialist practitioners will only become involved when recruited through MCNs or Regional Audit Co-ordinators. Andrew di Biase has had difficulty obtaining information on MCNs and suggested mailing the survey form to all, or a selection of, BOS members. The survey form has been further modified to make it simpler to complete. Response is generally better if posted to the membership including a reply paid envelope. Joy has suggested that Stephen submits a short article for publication in the BOSNews and investigates if CPD might be available for completing it, although it would need to involve not less than one hour’s CPD. It might be worthwhile publishing the Treatment Survey forms on the website for members to download to make it easier for them to take part. Joy will contact Stephen to discuss all these options.

*HQIP (Joy Hickman)*

Nikki Atack, BOS HQIP representative, said that the focus this year is on national matters with little happening of interest to the BOS. A meeting scheduled for last week has been moved to February 2011. HQIP is intended to reinvigorate local audit. Caroline McCarthy has agreed to take over from Nikki Atack as our HQIP rep from 2011.

*Audit query (Joy Hickman)*

The orthognathic DVD is being audited by a final year FTTA at the Eastman/Mayday. The committee were very helpful in answering the questions raised. Joy will put Caroline McCarthy, who is carrying out a similar audit, in contact with the FTTA. Martyn commented that one patient

has complained that the figures used in the DVD were different from the figures given by his/her surgeon.

#### **10/42 National survey of regional orthodontic activity (GB)**

Gavin sent an email report. Thirteen regions have responded for 2009 with four still to report. Gavin has suggested making the co-ordinators' report forms web-based with the filling in done on-line. He has agreed to help carry this forward once the new Bulletin Editor has been found.

#### **10/43 BOS Clinical Effectiveness Bulletin and Audit Prize (GB)**

The ideal publication times for the Bulletin are January and August. David and Nikki will jointly author the chairman's piece for the next issue. Gavin will concentrate on looking for a successor when the current edition of the Bulletin has been finalised.

#### **10/44 Cleft audit and database (Stephen Robinson)**

Stephen Robinson was not at the meeting but had sent a report. Ann Holmes has been nominated by OSIG to take over as the audit representative and will attend future meetings. The Group is continuing to co-ordinate and develop orthodontic audit in reference to cleft care in the UK and Ireland and are currently collecting and scoring all five year models for unilateral complete cleft lip and palate cases. They are also building up a baseline for the cleft orthodontic outcomes using PAR. The Group is taking on more responsibility for assessing alveolar bone graft outcomes and hopes to produce an annual report of outcomes. They are also involved in a collaborative audit between the different UK cleft centres.

#### **10/45 Financial Report –budget**

The Society's financial year runs from January to December and the Committee is well within budget. PILs are paid for through sales and cost £12 per 100 plus £15 carriage.

#### **10/46 Correspondence**

There was none.

#### **10/47 Any other business - patient satisfaction outcome development**

A survey of patients' satisfaction with the outcome of treatment was discussed: the survey undertaken some time ago was satisfaction during treatment. David is hopeful that he will be able to be involved in the project from October 2011 when he has an intake of SpRs. Between now and then, he will apply for ethical approval.

David Morris thanked all Committee members, old and new, for the tremendous amount of work they had undertaken and for their unfailing support. He has enjoyed his time on the Committee, one of the few which produces such tangible results. David wished Nikki Atack and Darren Johnston good luck in their new roles. In reply, Martyn Cobourne said David has done a fantastic job and will be a hard act to follow.

#### **10/48 Dates of meetings**

2011: 21 March; 29 June; 1 November

BOS offices, Sandwiches will be available at 12.30 for 1.00 p.m. meeting start

The meetings on 29 June and 1 November will be preceded by a meeting of the Ethics Committee so that the Chairmen of the two Committees can liaise.

The meeting closed at 4:15pm.