## Verifiable CPD - COMPLAINTS HANDLING: RESPONSIBILITIES AND REDUCING THE RISK USING THE SIX CORE PRINCIPLES

Please select one answer for each question In dental practice, a complaint is: 1 a) Only justified if the patient is over 18 years of age O b) Only justified if the dental team agree with the complaint O An expression of dissatisfaction about an act, omission or c) O. decision of the provider, either spoken or written, and whether justified or not, which requires a response Only justified if it is put in writing to the GDC d) O. 2 What are the 6 Core principles of complaints handling? New requirements and procedures in complaints handling that a) have to be followed A best practice guide to handling complaints in the dental b) O. practice A signposting service to the Dental Complaints Service c) O None of the above d) O. 3 Which of the following statements are true? The dental care professional does not need to know how to a)  $\mathbf{O}$ deal with complaints as they are not professionally responsible The dental care professional should only be aware of the b) O complaints procedure if they have had a complaint directed at them It is a professional responsibility of all registered dental c) O professionals, to deal properly and professionally with complaints It is only the practice manager's responsibility to be aware of d) the complaints procedure 4 The GDC state that the complaints procedure should be: Simple and somewhere patients can see it a) O

b)	Hidden so that patients are not given the idea to complain	0	
c)	Complicated so that patients do not think it is worth putting in a complaint	С	
d)	Not displayed but placed in a folder that can be easily accessed	0	
5	If an NHS patient complains about a dental treatment and it cannot be resolved within the practice, where should they be referred to for the second stage of the process?		
a)	The relevant NHS Ombudsman	o	
b)	The Dental Complaints Service	õ	
c)	The CQC	õ	
d)	The GDC	0	
6	If a private patient complains about a dental treatment and it cannot be resolved within the practice, where should they be referred to for the second stage of the process?		
a)	The relevant NHS Ombudsman	C	
b)	The Dental Complaints Service	0	
c)	The CQC	0	
d)	The GDC	0	
7	After the first National lockdown in 2020, which of the following w complaint received by the Dental Complaints Service?	as a	
a)	Not being informed in advance of charges for private Personal Protection Equipment	С	
b)	Having to wear a mask into the practice	0	
c)	Having to be triaged before the appointment	0	
d)	A & C	С	
8	Which of the following would the GDC consider to be a fitness to p issue?	ractise	
a)	Serious or repeated mistakes in clinical care	o	
a) b)	Serious or repeated mistakes in clinical care A serious criminal offence	0	

d)	All of the above	0
	etween 2018 and 2020, what were the highest number of complain bout?	its
a)	Implants	0
b)	Removable orthodontic appliances, including retainers	0
c)	Crowns	0
d)	Periodontal treatment	C
<b>10</b> Ho	ow can the risk of complaints be reduced?	
a)	Establish good communication and building rapport with your patients	С
b)	Ensure that you gain consent for treatment, are trained and competent to carry out the work and make thorough clinical notes	0
c)	Invite feedback from patients	0
d)	All of the above	0
Feedb	oack Form	
I f	Found this CPD course easy to understand	
	Strongly Agree	0
	Agree	0
	Disagree	0
	Strongly Disagree	0
Th	ne CPD course Aims and Objectives were met	
	Strongly Agence	~
	Strongly Agree	<b>U</b>
	Agree	0
		0 0
	Agree	с с с
Ic	Agree Disagree	с с с

Disagree	C
Strongly Disagree	C
e CPD course links to my learning needs and P	PDP
Strongly Agree	C
Agree	C
Disagree	0
Strongly Disagree	C
nis verifiable CPD is accurately timed at 1 hour	verifiable CPD
Agree	C
	C
Very close to one hour	
Very close to one hour Much more than one hour	C