General Dental Council

Information available under the General Dental Council publication scheme

Effective from	23 November 2020
Next review	23 November 2021

The table below sets out the information the General Dental Council (GDC) publishes as a matter of routine under its publication scheme.

Publication scheme charges

Most of the information we provide under our publication scheme is available on our website free of charge.

Our Information Access Fees Policy outlines the legislation that applies to the information held by the GDC, when the GDC will charge a fee to provide information, and how any fee will be calculated.

If you require printed versions of the information available on our website, or of information which is archived and no longer on our website, we reserve the right to impose a charge for providing this information in paper copy. In these instances, we will issue a fee notice (payable in advance of complying with the request) charging for photocopying or printing at a rate of 10p per sheet of paper. Postage will be charged at cost. A decision to charge disbursements should be agreed by the Information Governance Manager.

Hearing transcripts

The GDC does not produce publicly available versions of hearings transcripts as a matter of routine. If you wish to obtain a transcript of a Fitness to Practise (FTP) panel hearing, Registration Appeal hearing or Specialist List Appeal hearing, we reserve the right to charge the full cost to the GDC of producing a public version. These costs are variable and will include the cost of our quality assurance processes to ensure that information we regard as confidential – for example, information about a registrant's health, and the names and contact details of patients or vulnerable witnesses - are removed prior to publication.

Please contact us through our webpage if you are still unable to find the information you are looking for after reading through the publication scheme.

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	Class of Information	Link to information	How to access	Cost
1	**Who we are and what we do:** **Organisational information, structures, locations and contacts.**			
1.1	Location and contact details	• Contact us	Website or contact our Information Governance Team	Free
1.2	Organisational charts, roles and responsibilities, job specifications and responsibilities	• About us	Website or contact our Information Governance Team	Free
1.3	Information relating to the legislation relevant to the GDC's functions	• Statutory functions • Governance	Website	Free
1.4	Information relating to organisations which the GDC works with	• Who we work with	Website	Free
1.5	Recruitment information, criteria, process and vacancies	• Working for us	Website	Free
1.6	Details of senior staff and Council members/ board members	• The executive team • The council	Website	Free
2	**What we spend and how we spend it:** **Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit.**			
2.1	Financial Statements	• Annual reports • Facts and figures	Website or contact our Information Governance Team	Free
2.2	Staff allowances and council allowances and expenses	• Annual reports • Council meetings	Website	Free
2.3	Pay and Grading Structure	• Annual reports	Website or contact our Information Governance Team	Free
2.4	Financial statements for projects and events	• Annual reports • Council meetings	Website or contact our Information Governance Team	Free

3	**What our priorities are and how we are doing:** **Strategies and plans, performance indicators, and reviews.**			
3.1	Corporate plans	• [Corporate strategy](#)	Website	Free
3.2	Business plan	• [Business plan](#) • [Publications](#) • [Moving upstream report](#)	Website	Free
3.3	Organisational and departmental performance reviews	• [Annual reports](#) • [Balanced scorecard](#)	Website	Free
3.4	Service standards	• [Annual reports](#)	Website	Free
3.5	Progress reports and statistics	• [Annual reports](#) • [Facts and figures](#) • [Council meetings](#)	Website	Free
4	**How we make decisions:** **Decision making processes and records of decisions.**			
4.1	Major policy proposals and decisions	• [Papers for council meetings where held in public](#) • [Shifting the balance](#)	Website	Free
4.2	Public Consultations	• [Consultations and responses](#)	Website	Free
4.3	Minutes of meetings, including senior level meetings	• [Council meetings where held in public](#)	Website	Free
4.4	Reports and papers provided for consideration at hearings	• [Upcoming hearings and previous decisions](#) • [Search register for determinations](#)	Website	Free
2.5	List of contracts awarded and their value		Contact our [Information Governance Team](#)	Free

5	**Our policies and procedures:** **Current written protocols, policies and procedures for delivering our services and responsibilities.**			
5.1	Human Resource policies	• [Equality and diversity](#) • [Council meetings](#)	Website or contact our [Information Governance Team](#)	Free
5.2	Procurement and tendering procedures	• [Procurement policy](#) • [Tendering opportunities](#)	Website	Free

5.3	Internal guidelines, instructions and manuals	• Governance manual Associates of the GDC • Governance Manual council members of the GDC • Governance Manual GDC statutory committee members • Guidance for Professional Conduct Committee • Case Examiners Guidance	Website or contact our Information Governance Team	Free
5.4	Customer Service	• Welsh language scheme compliance report • Raising concerns • Available support during fitness to practise procedure • Corporate complaints and priority correspondence • Handling of requests	Website	Free
5.5	Charging regimes for information routinely published (stating what costs are to be recovered and why)	• Information access fees policy	Website	Free
5.6	Records Management, file plans and personal data policies	• Privacy Notice • Retention schedule • Data subject rights policy • Disclosure and publication policy • Data protection policy	Website	Free

6	**Lists and Registers:** **Any information we are currently legally required to hold in publicly available registers.**			
6.1	Register of Practitioners	• Register	Website	Free
6.2	List of GDC approved courses	• Recent inspections	Website	Free
6.3	Register of gifts and hospitality provided to board members and senior personnel		Website or contact our Information Governance Team	Free

6.4	Register of interests		Website or contact our [Information Governance Team](#)	Free
6.5	Disclosures under the Freedom of Information Act	• [Disclosures](#)	Website	Free
6.6	CCTV	• [Privacy notice](#)	Contact our [Information Governance Team](#)	Free
7	**The services we offer:** **Information about the services we offer, leaflets and guidance produced for the public and businesses. Details of the services for which we are entitled to recover a fee, together with those fees.**			
7.1	Advice and guidance	• [Case Examiners guidance](#) • [Investigating Committee](#) • [Interim Orders Committee](#) • [Professional Performance Committee](#) • [Professional Conduct Committee](#) • [Health Committee](#)	Website or contact our [Information Governance Team](#)	Free
7.2	Media Releases	• [Press office](#) • [Newsletters and blogs](#)	Website, RSS Feed, You tube, Twitter and Facebook	Free
7.3	Leaflets and Booklets	• [Publications library](#)	Website or contact our [Information Governance Team](#)	Free
7.4	Standards	• [Standards](#)	Website	Free
7.5	Reports and Research	• [Research](#) • [Council meetings](#) • [Facts and figures](#) • [Registration reports](#) • [Moving upstream (data supplement)](#)	Website	Free
7.6	Professional codes/standards of conduct	• [Standards](#)	Website	Free
7.7	CPD guidance	• [CPD](#) • [Governance](#)	Website	Free