



# HYGIENIST / THERAPIST

## Dental Protection Membership Application - Frequently Asked Questions

**1. Do I have to answer all questions on the application?**

Yes, you must answer all questions and if necessary supply supporting documentation that may be required for approval of this application. This may include any previous claims made through DPL or another insurer, or a reason for a gap in insurance or indemnity cover. The form must also be signed by the applicant, and the date being the day it was signed.

**2. Can my application be approved immediately?**

No, your application is first checked by the NZDA CEO, it is then emailed to DPL UK for their approval. If DPL UK have any queries regarding your application they will email you directly. If there are no queries, your application can usually be processed within 5 days.

**PLEASE NOTE**

**If you answer yes to any of the questions, your application may be referred to the Dental Underwriting Committee. DPL UK may then contact you via email for any further information they require. This process can take several days/weeks.**

**3. What if I am starting work immediately?**

We are unable to process an application more quickly than what has been mentioned in Point 2, however, if there are no outstanding queries with the application either by NZDA or DPL UK, then the date the form was signed by the applicant can be applied.

If you require your Dental Protection to start from a later date, please write this on the form (top right hand corner). If you have left arranging DPL cover to very late there may be a timespan for which you will be practicing without cover and therefore exposed to the risks associated with that situation.

**4. Can I back-date my Membership Application?**

No, your application will be deemed to start from the day following receipt of your application in the NZDA Office, or from the date you have written on the top right hand side of the form (see point 3).

**5. Do I need to enclose payment with the application?**

No, once your application has been checked by the NZDA CEO and DPL UK, an invoice will be sent to you. This invoice must be paid in full, part payment or extended payment terms are not available. Payment options are by cheque, credit card (Visa or MasterCard only) or bank transfer.

**6. If I join part-way through the year do I pay for a full year's membership?**

No, the subscription year is from 1 October – 30 September and if you apply to join part-way through the year, you will be entitled to a reduced fee for the remainder of the year, based on quarterly fees as follows:

October – December	Full year subscription
January – March	$\frac{3}{4}$ year subscription
April – June	$\frac{1}{2}$ year subscription
July – September	$\frac{1}{4}$ year subscription

**7. Do I need two policies if I work as both Hygienist and Therapist**

No, only ONE policy is required for a member. This still applies to members working in both categories as a Hygienist AND Therapist.