

AUSTRALIAN DENTAL HEALTH FOUNDATION

How to Volunteer Your Practice

The Australian Dental Health Foundation (ADHF) is a registered Australian charity that facilitates the delivery of dental treatment to disadvantaged members of the community in need of dental care. Volunteer dentists and support staff donate their time and skills to provide pro bono treatment to selected patients at Dental Rescue Days or the Adopt a Patient program held at volunteer Practices and in some states, at a fixed Clinic.

To participate, ADHF encourages volunteers to be a part of their respective Dental Associations and they must have Professional Indemnity Insurance.

Your local State Coordinator liaises with local registered charities and not-for-profit organisations to specifically target patients needing urgent dental care and advice. Access to dental treatment and oral care advice enables patients to improve their dental health, speech, presentation and self-esteem and helps them return to being a self-supporting member of the community. Patients are aged between 18 – 65 years and may be participating in one of the following programs:

- Domestic & Family Violence Support/accommodation service
- Drug and/or Alcohol rehabilitation
- Recovering from a long-term injury or illness
- Near homeless or homeless support/accommodation services
- Low socioeconomic background support services

Volunteering Options

Volunteering your Practice is easy and flexible. You can volunteer your services at any time throughout the year on a day that suits your Practice. Here are some options you might like to consider:

Dental Rescue Day – Full or half day, entire Practice

A Practice allocates a full or half day where the entire Practice volunteers their time and services to treat referred patients. This is great way to involve the whole team in a valuable volunteer experience where the day becomes a shared experience of community contribution.

Dental Rescue Day – Full or half day, partial Practice

A Practice volunteers a full or half day where one dental chair is allocated to treat referred patients. This is enables you to volunteer part of the Practice while maintaining appointments for regular patients.

Adopt a Patient

One patient in need of dental care is paired with a volunteer dentist. The dentist will 'adopt' the patient over a few appointments to complete a course of treatment. The appointments can be scheduled at a convenient time for your Practice. This is a simple and rewarding way to volunteer with minimal disruption to regular appointments.



Step by Step Guide to Successful Volunteering

Step 1: Discuss

Discuss the following questions with your staff:

- What program would you like to participate in – Dental Rescue Day or Adopt a Patient?
- When would you like to volunteer?
- Who will be volunteering on the day?
- What time would you like the first and last appointments?
- What length of appointment time (45 mins or 60 mins)?
- When would you like the breaks to be (if applicable)?

Step 2: Contact

Contact your State Coordinator to register your Practice and confirm your involvement as discussed and agreed with your team. You will be emailed more information to assist with arrangements.

State Coordinators

Madeleine Martin, **NSW State Coordinator**

M: 0499 191 901

E: adminnsw@adhf.org.au

Becky Mackenzie, **QLD State Coordinator**

M: 0417 801 792

E: adminqld@adhf.org.au

Dianne Travers, **SA State Coordinator**

M: 0408 505 948

E: adminsa@adhf.org.au

Kylie Heath, **Victoria and Tasmania State Coordinator**

M: 0417 466 636

E: adminvic@adhf.org.au

Andrea Paterson, **WA State Coordinator**

M: 0408 942 122

E: adminwa@adhf.org.au

Step 3: Confirm

The State Coordinator will create an appointment book by contacting the referring organisations who confirm the appointment time with their client. Once the appointment book is complete we will email it to your Practice along with a detailed medical history form for each patient. The State Coordinator will continuously liaise between the Practice and the referring organisation right up to the appointment date to manage any changes or issues.





AUSTRALIAN
DENTAL HEALTH FOUNDATION
ADVANCING AUSTRALIA'S ORAL HEALTH

Step 4: Train

The State Coordinator will confirm all the reporting requirements for the day and train the Practice staff, if required, to use our practice management system, Praktika.

Step 5: Volunteer

On the allocated day your State Coordinator will be contactable for the duration of your day to answer any questions or manage issues that may arise.

Step 6: Complete

Once the appointments are complete, the Practice will input the itemised treatment details into Praktika or send by email to the State Coordinator within 3-5 working days of completion. We also request that each Practice completes a short evaluation questionnaire to provide feedback on how the day went.

PacificSmiles
DENTAL

The AHDF acknowledges Pacific Smiles Dental as our major sponsor. We also thank dental laboratories across Australia for their contribution and in particular, Southern Cross Dental Laboratories as a sponsor. We appreciate support nationally from the ADA and ADIA.

Contact: E | headoffice@adhf.org.au
M | 0429 151404

adhf.org.au

