



Dear Colleague,

**Re: ADA De-Identified Data Capture (DeIDC)**

The ADA is pleased to advise that we have partnered with Centaur Software, developers of dental4windows, to provide unique functionality which we believe will save you and the dentists at this practice considerable time and effort in completing the ADA Annual Dental Fees Survey.

**We are writing to request that you use this new software facility – ‘DeIDC’ – immediately after you have installed this new version of dental4windows.**

Every year the ADA sends out a paper fees survey to all members in private practice where they record the standard fees for various services. (This year we are extending the survey to Members in public practice who have access to the DeIDC system). This information is returned to the ADA where personally identifying information, such as member names, is removed and the remaining information is entered into a statistical analysis software system. This information is vital to the ADA in lobbying on your behalf to government, health funds, and in the preparation of our annual fees survey.

Whilst this information is critical for the ADA, the paper survey is very inconvenient for members and time consuming for the ADA to process. It requires you to manually fill out a very detailed questionnaire, and then the ADA must data-enter it. However, all of the information that we require (the standard costs of services) already resides on your dental4windows system.

This dental4windows release is ‘DeIDC Compliant’, in that it supports the ‘De-Identified Data Capture’ protocol. What this means in practice is that instead of you manually filling out and returning the paper version of the annual fees survey and the ADA data-entering it, there is a ‘once a year’ transfer of annual fees survey information directly from your dental4windows system to the ADA. This will save you considerable time in manually filling out paper forms and the ADA data-entering it.

The security and privacy arrangements for DeIDC are identical to those for the paper survey. Names and personally identifying information are immediately stripped from the data on receipt. We collect names only for the purposes of ‘ticking-off’ members who have responded, and these are discarded and not imported into any database. The information we do collect is used only for aggregated statistical processing.

The ADA is seeking **de-identified** information that the health insurance industry, government departments and other intermediaries, such as HICAPS, already hold in **identified** form via claims made by your patients.



More information on the privacy provisions for the ADA DeIDC and the manual survey can be found at [www.ada.org.au/filestore/deidc/DEIDC\\_information\\_for\\_members.docx](http://www.ada.org.au/filestore/deidc/DEIDC_information_for_members.docx).

Because this is such a time-saver for your practice, the **ADA is delaying the paper fees survey mail-out to allow you and other dental4windows users to respond electronically. We request that you do this as soon as the software is installed.** Instructions on the use of DeIDC are included in this latest release of dental4windows. Your early use of DeIDC will allow us to tick-off the dentists at your practice as having responded, and we will not need to send them the manual fees survey. Everybody will save considerable time and effort while supplying the ADA with far more consistent and hence useful data.

The ADA is pleased to have dental4windows as a partner in this exciting development which we believe is simply a better arrangement for everyone.

**I encourage you to join me and respond to the annual fees survey electronically using DeIDC as soon as possible, and ideally immediately after you have installed this new dental4windows release.** Once this is done, we will have no further need to contact you or any of the dentists included on the report in relation to the 2010 fees survey.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Neil Hewson', with a horizontal line extending to the right.

Neil Hewson  
Federal President