

Herefordshire and Worcestershire Dental Foundation Training Scheme



Whole Year Term Programme 2022-2023





Herefordshire and Worcestershire Dental Foundation Training Scheme

Charles Hastings Education Centre

Worcestershire Royal Hospital, Charles Hastings Way, WR5 1DD

Tel: T: 01905 760737 Ext. 33728

Birmingham Dental Hospital

Birmingham Dental Hospital 5 Mill Pool Way B5 7EG

Tel: 01214 665576

Midlands Region

Regional Postgraduate Dental Dean

Mike Foster

Associate Dean

Fleur Kellett

Regional Dental Account Manager

Rivie Mayele-Tamina

Regional Dental Faculty Support Officer

Jemma Brighton

Regional Faculty Support Administrator

Kapil Nandha

Postgraduate Centre Manager

PG Centre Manager's Name here.

Scheme Administrator

Natasha Allmont

Training Programme Director

Marie Claire Parsons

BDS, FGDP, PG Cert Med Ed, DipGDP.

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Herefordshire and Worcestershire Dental Foundation Training Scheme

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Herefordshire and Worcestershire Dental Foundation Training Scheme

Charles Hastings Education Centre



TPD
Marie Claire
Parsons



CHEC
Scheme
Administrator

BDH
Scheme
Administrator

There is free parking behind the postgraduate centre. Access is via a barrier [press the intercom and tell the receptionist you are on a dental course]. Spaces are on a first come first serve basis and once the car park is full you can park in the main car park and pay on leaving - machines are in the main hospital foyer.

Natahsa Allmont is our scheme administrator .
natahsa.allmont@nhs.net
tel : 01905 760737
Ext. 33728



Location



Worcestershire Acute Hospitals NHS Trust
Charles Hastings Education Centre
Worcestershire Royal Hospital
Charles Hastings Way
WR5 1DD



Herefordshire and Worcestershire Dental Foundation Training Scheme

Birmingham Dental Hospital



There is on site parking that has to be paid for on leaving at the machines in the car park . Spaces are on a first come first serve basis. Alternative paid parking is available at the Nature Reserve on the Pershore Road close by. There are easy transport links via train to the University and a short walk or the Blrmingham New street and then bus - see bus map .



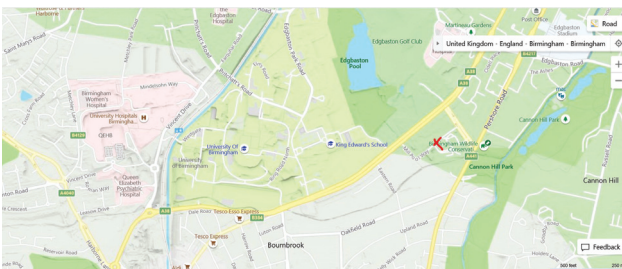
The scheme administrator at the DH is Dimitris Karvounis .

Email: soddfics@contacts.bham.ac.uk
d.karvounis@bham.ac.uk

Tel nos: + 44 (0)1214665576

If you need to communicate about any of the courses at the DH you need to contact Dimitris.

Location



Birmingham Dental Hospital
5 Mill Pool Way
Birmingham
B5 7EG (Sat Nav postcode B5 7SA)

Edit



Whole Year Term

Venues and Subjects

Thursday 1st September	Clinical Skills Refresher : AM, PM elearning	<i>BirminghamDentalHospital</i>
Friday 2nd September	Scheme Induction- all day To develop a safe, supportive and positive learning environment To introduce the FDs to Foundation Training	<i>CharlesHastingsEducationCentre</i>
Friday 9th September	Regional Induction - All day Welcome and Introduction Using the Dental ePortfolio Introduction to the GDC The NHS Business Services Authority. -- The Role of the Lead Employer in DFT.	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
Friday 16th September	Dental Emergencies - AM . PM Course work.	<i>CharlesHastingsEducationCentre</i>
Friday 23rd September	Endodontics Day 1- All day	<i>Charles Hastings education centre</i>
Friday 30th September	Treatment Planning - All day	<i>CharlesHastingsEducationCentre</i>
Friday 7th October	Endodontics Day 2- all day	<i>CharlesHastingsEducationCentre</i>
Friday 14th October	Communication-all day	<i>BirminghamDentalHospital</i>
WEDNESDAY 19th October	Oral Surgery - am , PM- e learning	<i>BirminghamDentalHospital</i>

Friday 28th October	Clinical Photography am, PM e learning	<i>OnlineTeams</i>
WEDNESDAY 9th November	Human Factors Training -all day	<i>BirminghamDentalHospital</i>
Friday 11th November	Posterior Direct restorations - all day	<i>BirminghamDentalHospital</i>
Friday 25th November	Complete Dentures -all day	<i>CharlesHastingsEducationCentre</i>
Friday 2nd December	NHS Rules and Regs AM Milestone 1 presentations PM	<i>CharlesHastingsEducationCentre</i>
Friday 9th December	Medico legal -all day	<i>BirminghamDentalHospital</i>
Friday 6th January 2023	Health and Safety in the workplace- AM Anxiety and Pain Management	<i>CharlesHastingsEducationCentre</i>
Friday 3rd February	Milestone 2 presentations- all day	<i>OnlineTEAMS</i>
Friday 10th February	Direct anterior restorations - AM Indirect restorations - PM	<i>BirminghamDentalHospital</i>
Friday 17th March	Perio and implants in General Dental Practice-all day	<i>CharlesHastingsEducationCentre</i>
Friday 24th March	Occlusion-all day	<i>CharlesHastingsEducationCentre</i>
Friday 31st March	Paediatric dentistry -am , PM course work	<i>OnlineTEAMS</i>

Friday 28th April	Orthodontics -am , PM - course work	<i>Online-TEAMS</i>
Friday 16th June	Milestone 3 presentations-all day	<i>CharlesHastingsEducationCentre</i>
Friday 23rd June	Finance and contracts-all day	<i>BirminghamDentalHospital</i>
Friday 30th June	Regional Showcase -all day	<i>TBC</i>
Friday 7th July	CGDent symposium -all day	<i>AstonUniversity</i>

Important Dates and Deadlines

Early Stage Review	Friday, 21 October 2022
Milestone 1 presentation	Friday, 2 December 2022
Complete all e learning [accept SCRIPT and Oral Cancer]	Friday, 13 January 2023
Upload Milestone 2 to APLAN	Friday, 13 January 2023
Complete feedback for MS2	Friday, 27 January 2023
Milestone 2 case presentation day	Friday, 3 February 2023
ELFT modules uploaded to APLAN	Friday, 7 April 2023
Audit project sent to Buddy ES	Friday, 28 April 2023
Upload Milestone 3 to APLAN	Friday, 19 May 2023
Complete feedback for MS3	Friday, 2 June 2023
SCRIPT and Oral Cancer e learning completed	Friday, 9 June 2023
Milestone 3 Case Presentation Day	Friday, 16 June 2023

IRCP

Friday, 17 February 2023

FRCP

Friday, 14 July 2023



Thursday 1st September

BirminghamDentalHospital

Morning Session

09.00

Clinical Skills Refresher : AM, PM elearning

CPD Hrs = 3

Birmingham Dental Hospital

This session is an opportunity to carry out clinical work in a skills room and to revisit many straightforward clinical techniques and processes and to refresh the skills learned whilst at dental school. It is an opportunity for peer review and guidance from some of the Scheme's Educational Supervisors.

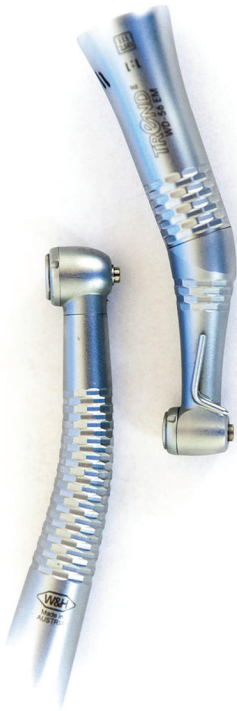
Objectives

- Be able to evidence the systematic and accurate removal of simulated dental caries.
- Have an opportunity to refresh dental preparation skills on a simulator prior to starting work in general dental practice.
- To have practised cutting a full crown preparation.

Learning Content

- Appreciation of the importance of accurate caries removal and the preservation of sound dentine and supported enamel
- Knowledge of any requirements for targeted support by the ES.

GDC Outcomes: C D





Friday 2nd September

CharlesHastingsEducationCentre

Day Session

09.00

Scheme Induction- all day

CPD Hrs = 6

Charles Hastings Education Centre

Scheme Training Programme Director

Learn about the Dental Foundation Training year, the induction process, the support services available and the commitment needed to complete the year.

Objectives

- *To introduce and orientate delegates to the Dental Foundation Training programme.*
- *To give delegates tools to develop their role as a Foundation Dentist throughout the year.*
- *Inform delegates of the requirements of Foundation Training and to develop teamwork skills.*

Learning Content

- *"Be able to demonstrate an understanding of learning styles and reflection. "*
- *Define the timeline of the Dental Foundation Training year.*
- *Have a knowledge of their peer group and Midlands & East HEE personnel together with an enhanced ability to work with others as a team.*

GDC Outcomes: A B C D

End

To develop a safe, supportive and positive learning environment

To introduce the FDs to Foundation Training



Friday 9th September

Virtual Remote Learning Platform - Links to be confirmed.

Morning Session

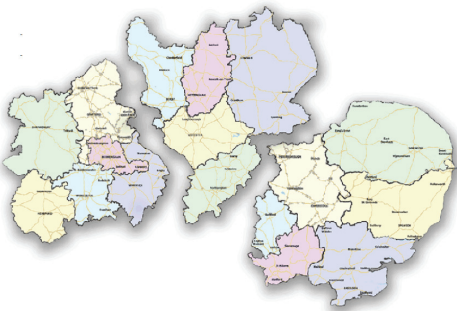
09.00

Regional Induction - All day Welcome and Introduction

CPD Hrs = 0.5

Mike Foster

Regional Postgraduate Dental Dean, Midlands



This session is a welcome to all the new Foundation Dentists in the East of England and Midlands Regions and to introduce and orientate them to their Dental Foundation Training year. It will help everyone develop their role as a Foundation Dentist throughout the year by providing information about the content and timelines that have to be maintained. Completion of Dental Foundation Training has specific requirements and these will be outlined and discussed.

Objectives

- Explain what the Dental Foundation Training year involves, the induction process, the support services available and the commitment needed to complete the year.
- Provide experience, access to and navigation of the Dental Foundation Training e-portfolio, Intrepid Course Manager and APlan.
- Define the RCP process involved in the satisfactory completion of Dental Foundation Training.

Learning Content

- Be able to demonstrate an understanding of learning styles and reflection.
- Have a recognition of your peer group and Regional HEE personnel together with an enhanced ability to work with others as a team.
- Recognise the need for professional and ethical behaviour and have knowledge of the NHS rules and regulations. CPD process involved in the satisfactory completion of Dental Foundation Training.



GDC Outcomes: A B C D



Friday 9th September

Virtual Remote Learning Platform - Links to be confirmed.

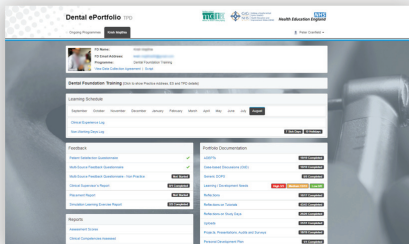
09.30

Using the Dental ePortfolio

CPD Hrs = 1.5

Peter Cranfield

TPD & Regional Advisor for Projects & Innovation



The Dental ePortfolio is an online record of your progress and development throughout the Foundation Training year. Not only does it contain your reflective comments on your experiences and learning, but it also records all your achievements and their assessments. It provides tools for gaining feedback from the dental team around you, and also from your patients. It also logs your clinical work and growth. Timely completion of the ePortfolio is essential and this session is an opportunity to learn about the content and hidden depths of the ePortfolio.

10.50

Break

11.00

Introduction to the GDC

CPD Hrs = 6

Elena Scherbatykh

Policy Manager · General Dental Council



The General Dental Council re an independent organisation which regulates dentists and dental care professionals in the UK. They set dental standards, hold a register of qualified dental professionals, quality assure education and investigate concerns about treatment or conduct.

Objectives

- To learn about the role and structure of the GDC.
- To learn about how the GDC regulates the profession
- To learn about professional and ethical responsibilities of registrants

Learning Content

- FD's responsibilities as Dental Professionals
- How the GDC functions.
- What sanctions can be applied to registrants in breach of their professional standards

GDC Outcomes: A B C D

12.00

Lunch



Friday 9th September

Virtual Remote Learning Platform - Links to be confirmed.

Afternoon Session

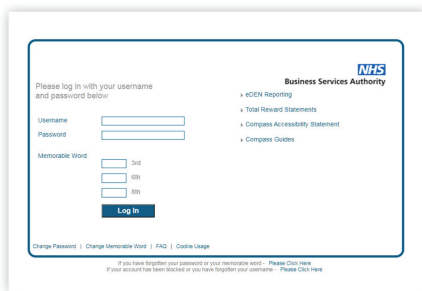
12.30

The NHS Business Services Authority. --
The Role of the Lead Employer in DFT.

CPD Hrs = 1.25

Nathand Brown -- Lyndsey McLoughlin

Clinical Advisor NHS Dental Services -- HR Project Support Manager DFT



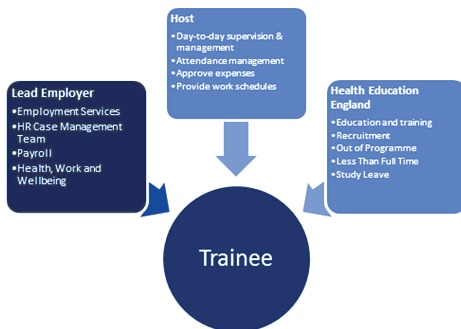
The NHS BSA support dental providers and performers. They are responsible for processing the claims we make in practice for the treatment that we provide for our patients:- over 43.6 million dental claims per year.

Our access to the BSA is via the Compass portal, where we can see and update information about ourselves as dental performers and our dental claims.

This webinar will give insight into the work of the BSA and the NHS Dental Regulations.

The Lead Employer in Dental Foundation Training covers many roles and functions. This presentation will provide information and guidance for everyone

The session will be completed by a short session from Malcolm Brady, Regional Postgraduate Dental Dean, East of England.



13.45

End



Friday 16th September

CharlesHastingsEducationCentre

Morning Session

09.00

Dental Emergencies - AM . PM Course
work.

CPD Hrs = 3

Dr Kanny Ratra

Speaker role



This interactive session will revise the diagnosis and management of dental emergencies so that FDs are more confident in their management and experience less stress in the workplace.

Learning Content

- *To discuss the dental emergencies that FDs have experienced to date and to review their management.
To identify the dental emergencies that FDs worry about experiencing.*
- *To discuss the management of other commonly occurring dental emergencies.*
- *To review the pathophysiology of pulpitis, dentine hypersensitivity and "cracked tooth".*
- *· FDs will better understand the importance of history taking
· FDs will understand the range and application of special tests available
· FDs will better understand the causes of different symptoms*

GDC Outcomes: A B C D



Friday 23rd September

Charles Hastings education centre

Day Session

09.00

CPD Hrs = 6

Endodontics Day 1- All day

Giles Round

Speaker role



To give FDs greater confidence in diagnosing pupal pathology and carrying out endodontic treatment.

Objectives

- *To discuss and review any endodontic cases that the group has treated.*
- *To share the learning from the treatment of these cases.*
- *To review the pathophysiology of the pulp-dentine complex.*
- *To review the principles of canal preparation, shaping, cleaning, irrigation and obturation.*
- *To give FDs more confidence in canal preparation, shaping, cleaning and irrigation.*

Learning Content

- *FDs will have a better understanding of the pathophysiology of the pulp-dentine complex.*

GDC Outcomes: A B C D



Friday 30th September

CharlesHastingsEducationCentre

Day Session

09.00

Treatment Planning - All day

CPD Hrs = 6

Graham Stokes

Speaker role



To have a greater understanding of the process of treatment planning.

Objectives

- *To demonstrate that the adoption of a systematic and logical approach will make the process less stressful, more predictable and can prevent errors and complaints.*

Learning Content

- *FDs will have had the opportunity to discuss the benefits of and practice a systematic approach to history taking, examination, diagnosis and treatment planning.*
- *To realise that there is often more than one approach to any given situation.*
- *To understand the thought processes and modes of treatment of colleagues.*
- *To understand the process of short, medium- and long-term treatment planning.*
- *To have formulated a good protocol for patient education and achieving informed consent to complex treatment plans.*
- *To review the principles of denture design and preparation of the mouth.*
- *To have a better understanding of partial denture design.*
- *To improve knowledge of the principles of good impression techniques.*
- *To discuss risks factors.*
- *To review the sequencing of treatment.*
- *To review advanced prosthodontic options and alternative treatment modalities.*
- *To review the maintenance requirements for these patients.*

GDC Outcomes: A B C D



Friday 7th October
CharlesHastingsEducationCentre

Day Session

09.00

Endodontics Day 2- all day

CPD Hrs = 6

Giles Round

Speaker role



To give FDs greater confidence in diagnosing pupal pathology and carrying out endodontic treatment.

Objectives

- *To discuss and review any endodontic cases that the group has treated since the last session.*
- *To share the learning from the treatment of these cases.*
- *To review the pathophysiology of the pulp-dentine complex.*
- *To review the principles of canal preparation, shaping, cleaning, irrigation and obturation.*
- *To give FDs more confidence in obturation and endodontic problem solving.*

Learning Content

- *FDs will have a better understanding of the pathophysiology of the pulp-dentine complex.*
- *FDs will have a better understanding of the symptoms of pulp-dentine pathology.*
- *FDs will be more confident in diagnosing pulpal pathology and planning endodontic treatment.*
- *FDs will have a better understanding of the principles of endodontic access, canal preparation, shaping, cleaning, irrigation and obturation.*
- *FDs will understand the importance of access, canal preparation and shaping in enabling effective irrigation and obturation.*
- *FDs will have had the opportunity to practice gaining access, canal preparation, shaping, cleaning and irrigation under expert supervision.*
- *FDs will have more confidence in gaining access, canal preparation, shaping, cleaning*
- *FDs will have more confidence in obturation and endodontic problem solving.*

GDC Outcomes: A B C D



Friday 14th October

BirminghamDentalHospital

Day Session

09.30

Communication-all day

CPD Hrs = 6

Cascades

Speaker role

To have developed an understanding of the importance of communication skills in general dental practice

Objectives

- *Through watching actors acting certain scenarios and completed various practical exercises , with associated theory delegates will*
 - *have understood the importance of body language*
 - *have developed an ability to communicate more effectively*
 - *Through observation to have begun to understand why others react in different ways to*
 - *different situations*



Learning Content

- *By the end of the session the FD should understand the importance of communication skills in their professional careers as dentists.*

GDC Outcomes: A B C D



WEDNESDAY 19th October

BirminghamDentalHospital

Morning Session

09.00

Oral Surgery - am , PM- e learning

CPD Hrs = 6

Kaushik Paul

Speaker role

To reduce the stress and trauma of oral surgery for patients and FDs

Objectives

- *The course will cover treatment planning, techniques and procedures so that by the end of the day participants will feel more confident in dealing with surgical cases*

Learning Content

- *To review the important elements of history taking and assessment for oral surgery*
 - *To revise the implications of commonly occurring medical conditions for oral surgery*
 - *To revise the basic techniques and protocols for oral surgery*
 - *To practice assessing and planning for different clinical cases*
 - *To practice surgical techniques (lifting a flap, sectioning a tooth, bone removal, luxation, suturing) under expert supervision*
 - *FDs will have had the opportunity to discuss the problems they have encountered in practice, discuss possible solutions and learn from the successes and mistakes of others*
- **THERE IS MANDATORY COURSE WORK TO COMPLETE BEFORE THE HANDS ON STUDY DAY**

GDC Outcomes: A B C D





Friday 28th October

OnlineTeams

Morning Session

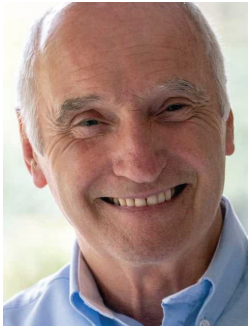
0900

Clinical Photography am, PM e learning

CPD Hrs = 6

Mike Sharland

Speaker role



To provide FDs with practical experience of different photographic techniques

Objectives

- *To gain an understanding of:*
 - *The reasons for taking clinical photographs.*
 - *Informed patient's consent for photography.*
 - *Basic photographic Terminology and Principles.*
 - *Digital camera settings.*
 - *Extra oral photography techniques and common problems.*
 - *Intra oral photography techniques and common problems.*
 - *Methods for using photographic retractors and mirrors.*

Learning Content

- *To review and apply practical tips relative to clinical photography and appreciate it's importance in relation to improved patient communication.*

GDC Outcomes: A B C D



WEDNESDAY 9th November

BirminghamDentalHospital

Day Session

09.30

Human Factors Training -all day

CPD Hrs = 6

Black Box Thinking

Speaker role

Details TBC



Friday 11th November

BirminghamDentalHospital

Day Session

09.00

Posterior Direct restorations - all day

CPD Hrs = 6

Louis Mackenzie

Speaker role



To assist dentists in choosing which materials, equipment and techniques to employ when directly restoring posterior teeth

Objectives

- Discussion of the current status of direct restorations
- Case selection for direct restorations
- Materials overview: Amalgam, composite and adhesive systems
- Cavity preparation for direct restorations
- Moisture control and bonding techniques for composite and amalgam
- Contemporary matrix systems
- Placement and shaping techniques for direct composite restorations
- Amalgam carving
- Finishing and polishing techniques
- Practical tips and tricks/ overcoming problems with direct restorations
- Practical guide to anatomy of anterior and posterior teeth

Learning Content

- FDs will have had the opportunity to discuss the problems they have encountered in practice, discuss possible solutions and learn from the successes and mistakes of others

GDC Outcomes: A B C D



Friday 25th November

CharlesHastingsEducationCentre

Day Session

09.00

Complete Dentures -all day

CPD Hrs = 6

Graham Stokes

Speaker role



To challenge the attitudes of dentists towards dentures and denture wearers; and improve FDs confidence in providing complete dentures.

Objectives

- *To understand the effects of being edentulous on mental and physical well being.*
- *To be sympathetic to the needs of complete denture patients.*
- *To have understood the importance of history, examination and treatment planning in the success of dentures.*
- *To learn how to assess the denture bearing area.*
- *To learn how to assess the existing dentures.*
- *To have a better understanding of denture design.*

GDC Outcomes: A B C D



Friday 2nd December

CharlesHastingsEducationCentre

Morning Session

09.00

NHS Rules and Regs AM

CPD Hrs = 3

Rob Tobin

Speaker role



To help FDs understand the regulations and requirements of the NHS GDS Contract and the NHS Dental Charge Regulations.

Objectives

- Understand the basic regulatory framework for Dental Practice
- Brief overview of the BSA and NHS Dental Services (NHS DS)
- Identification of high-risk contracts
- nGDS/nPDS Regulations- the basics
- To discuss clinical record keeping- what NHS DS looks for
- More difficult issues e.g:
 - Multiple claims
 - Band 1 Urgent claims
 - Mixing of NHS and Private treatment

Learning Content

- *FD s can ensure that they fully understand how to work within NHS framework.*
The NHS General Dental Services Contract is complex and often misinterpreted. Before this session discuss with your trainer the structure of the GDS. What is the function of the BSA and the LAT? What do you know of your obligations when accepting a patient for a course of treatment? What are your "terms of service?" How does your practice deal with estimates? If you find yourself with nothing to do study the NHS GDS Contract and the NHS Dental Charge Regulations!

GDC Outcomes: A B C D

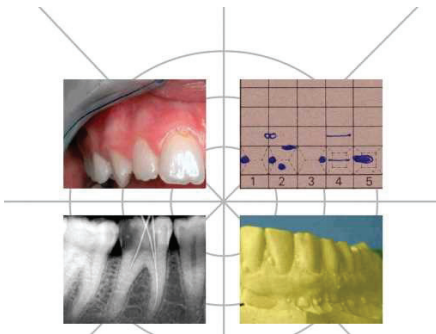
TPD and ESs

Speaker role

To present a case for an emergency patient to a group of your peers in a formal setting and receive feedback.

Objectives

- *To demonstrate your ability to treatment plan, diagnose and treat a patient presenting as an emergency.*
- *To have gained further experience at treatment planning*
- *To have developed the skill of writing up a case to be presented formally.*
- *To have understood the benefits of peer review sessions*
- *To have further developed your ability to speak in public*

**Learning Content**

- *Con· Participants will have presented an emergency case to a group of their peers*
- *Participants will have taken part in peer review*
- *Participants will be able to incorporate the learning from their colleagues' cases into their own practice*
- *Participants will have a clearer understanding of the importance of logical and structured history taking examination and special tests*
- *Participants will have had the opportunity to discuss the treatment planning of complex cases with their peers*
- *tent*

GDC Outcomes: A B C D



Friday 9th December

BirminghamDentalHospital

Day Session

09.00

Medico legal -all day

CPD Hrs = 6

Leo Briggs

Speaker role



AM: 'Open & Shut Case' is a drama / documentary style program produced by keep-up to date tv, a provider of on-line multi-media solutions that deliver high quality interactive CPD programs in conjunction with The Eastman Dental Institute. This program highlights, very convincingly, how failure to communicate with patients and respond to complaints can leave dentists exposed to litigation and in danger of losing a hard-earned professional reputation.

PM: Dento-Legal Aspects of Treatment Planning: All patients, whether private or NHS, require a treatment plan that outlines the proposed dental work to be undertaken and the associated costs. In most cases the work will be discussed with the patient and the type of work needed will be agreed and

Objectives

- *An Open and Shut Case*
 - *FDs will understand how failure to communicate with patients and respond to complaints can leave dentists exposed to litigation.*
 - *FDs will have discussed appropriate actions and responses to the scenarios presented.*
 - *FDs will have practiced constructing appropriate draft responses to complaints for approval by their defence organisation.*
- *Dento-Legal Aspects of Treatment Planning*
 - *FDs will understand the importance of a logical and systematic approach to examination, history taking and treatment planning.*
 - *To learn that a comprehensive, well thought out treatment plan is a prerequisite for successful treatment.*
 - *To understand the importance of Maintaining Standards in preventing complaints and obtaining consent.*
 - *FDs will be able to anticipate and avoid situations that could lead to patient complaints.*
 - *FDs will understand how to sensitively handle the complaints that do arise.*

GDC Outcomes: A B C D



Friday 6th January 2023

CharlesHastingsEducationCentre

Morning Session

09.00

Health and Safety in the workplace- AM

CPD Hrs = 3

Sukhi Atthi

Speaker role

To develop knowledge and understanding of what is required to evidence that the primary care dental service is providing a Safe, Effective, Caring, Responsive and Well-led service

Objectives

- Analyse the roles and responsibilities of those within the organisations structure to manage health and safety risks
- Explore how CQC monitors the leadership of a general dental practice against the five key lines of enquiry (KLOE's)
- Assess how organisational culture affects individuals and organisational behaviour

Learning Content

- Roles, responsibilities and accountability for health and safety
- Safe and well led service delivery
- Organisational culture and values

GDC Outcomes: A B C D



13.00

Anxiety and Pain Management

CPD Hrs = 6

Sukhi Atthi

Speaker role



To understand causes of dental anxiety, dental pain and how to manage that pain.

Objectives

- *The signs and symptoms of the different types of pain that patients might present with in general practice*
- *How these different types of pain can be managed either in practice or via referral to secondary care*
- How to recognise and manage anxious patients*

Learning Content

- *FDs will be better placed to care for their patients who present with pain and or anxiety*

GDC Outcomes: A B C D



Friday 3rd February

OnlineTEAMS

Day Session

09.00

Milestone 2 presentations- all day

CPD Hrs = 6

TPD and ESs

Speaker role

To present a case for a patient requiring endodontic treatment to a group of your peers in a formal setting and receive feedback.

Objectives

- *To demonstrate your ability to treatment plan, diagnose and treat a patient presenting requiring endodontics .*
- *To have gained further experience at treatment planning*
- *To have developed the skill of writing up a case to be presented formally.*
- *To have understood the benefits of peer review sessions*
- *To have further developed your ability to speak in public*



Learning Content

- *Participants will have presented a case for a patient requiring endodontics to a group of their peers*
- *Participants will have taken part in peer review*
- *Participants will be able to incorporate the learning from their colleagues' cases into their own practice*
- *Participants will have a clearer understanding of the importance of logical and structured history taking examination and special tests*

GDC Outcomes: A B C D



Friday 10th February

BirminghamDentalHospital

Day Session

09.00

Direct anterior restorations - AM

CPD Hrs = 6

Louis Mackenzie

Speaker role



To assist dentists in choosing which materials, equipment and techniques to employ when using direct composite to restore anterior teeth

Objectives

- *The course will cover:*
 1. *The anatomy of anterior teeth and discuss case selection for anterior composites*
 2. *Practical tips and tricks for anterior composites*
 3. *FDs will have had the opportunity to discuss the problems they have encountered in practice, discuss possible solutions and learn from the successes and mistakes of others*

Learning Content

- *Content :*
 - *Chose a composite for direct anterior restorations*
 - *Cavity prep for class IV restorations & composite veneers including managing moisture control and bonding techniques*
 - *Place, layer, shape, and finish composites*

NOTE THE THEORY ELEMENT [3 hours] OF THIS COURSE WILL BE COMPLETED REMOTELY AS COURSE WORK.

GDC Outcomes: A B C D

Louis Mackenzie

Speaker role

To gain a greater understanding of the subject of crown and bridgework in general dental practice

Objectives

- *To review all aspects relating to the provision of crown and bridgework*
To develop a problem-solving approach to the subject
To discuss and peer review individual concerns and problems
To develop a reflective approach when reviewing individual progress

**Learning Content**

- *By the end of the day Foundation Dentists will have a greater understanding of the subject of crown and bridgework and how to apply it to their work in practice*

NOTE THE THEORY ELEMENT [3 hours] OF THIS COURSE WILL BE COMPLETED REMOTELY AS COURSE WORK.

GDC Outcomes: A B C D



Friday 17th March

CharlesHastingsEducationCentre

Day Session

09.00

Perio and implants in General Dental Practice-all day

CPD Hrs = 6

Paul Weston

Speaker role

Description

Objectives

- Revision of the new periodontal classification
- Diagnosis of periodontal disease
- Risk factors associated with periodontal disease
- Records that should be kept for periodontally involved patients
- Treatment procedures for the variety of presentation of periodontal conditions
- Protocols for managing periodontal patients and when to refer
- To discuss ways of monitoring peri-implant disease and to consider what treatments are appropriate for peri-implant disease

Learning Content

- Be aware of the protocols to follow when providing periodontal care for patients in general practice
- Understand maintenance of implant patient
- What to do with patients who fail to comply with homecare
- When to refer patients onto a specialised setting

GDC Outcomes: A B C D

CPD Hrs = 6





Friday 24th March

CharlesHastingsEducationCentre

Day Session

09.00

Occlusion-all day

CPD Hrs = 6

Graham Stokes

Speaker role



Occlusion can be a difficult subject to grasp. This session will break down the barriers and make occlusion interesting, accessible and relevant

Objectives

- *This session will build on your undergraduate knowledge and understanding of occlusion*

Learning Content

- *To understand the concepts of occlusion and it's importance in dental care*
- *To clarify the definitions and vocabulary used in the study of occlusion*
- *To understand when to conform to the existing occlusion*
- *To understand when to reorganise the occlusion*
- *To revise how to use a face bow*
- *To understand when to use a face bow*
- *To revise how to record RCP*
- *To understand the use of splints*
- *To be able to fit and adjust a splint with confidence*
- *To understand the financial implications to your patients and practice of splint therapy*
- *To have gained an understanding of the time commitment involved in splint therapy*
- *FDs will have had the opportunity to discuss the problems they have encountered in practice, discuss possible solutions and learn from the successes*

GDC Outcomes: A B C D



Friday 31st March

OnlineTEAMS

Morning Session

09.00

Paediatric dentistry -am , PM course work

CPD Hrs = 3

Tanika Gohil

Speaker role



· To update participants on current developments and best practice in Paediatric Dentistry, including patient management, deciduous pulp therapy, aesthetic and restorative techniques

Objectives

- *This day will include:*
 - *Consent / Restraint / Non-accidental injuries, relevant to dentistry (basic summary)*
 - *Special Care (basic summary)*
 - *Micro Abrasion*
 - *Composite aesthetic (+/- restorative) techniques*
 - *Materials (basic outline)*
 - *Performed Metal Crowns*
 - *Desensitisation Pulpotomy (including MTA technique)*
 - *Non-vital Pulpotomy*

Learning Content

- *· Through case studies and discussions participants will develop a greater understanding of patient assessment / management, with particular focus on consent, restraint, special case and non-accidental injuries relevant to dentistry*

GDC Outcomes: A B C D



Friday 28th April

Online-TEAMS

Morning Session

09.00

Orthodontics -am , PM - course work

CPD Hrs = 3

Richard Cure

Speaker role



The aim of today's session is to ensure that FD's: understand the normal development of the dentition, know how to assess patients, recognise what and when to referral and understand the principles of orthodontic treatment .

Objectives

- *The session will cover:*
 - *Orthodontic Assessment of the deciduous and mixed dentitions*
 - *Indications for early intervention and referral*
 - *Management of the developing dentition*
 - *Thoughts on and the evidence base for short term Orthodontics*

Learning Content

- *Participants will understand how and when to perform an Orthodontic Assessment*
- *Participants will understand what, when and who to refer*
- *Participants will be able to discuss the risks and benefits of short-term Orthodontics*

GDC Outcomes: A B C D



Friday 16th June

CharlesHastingsEducationCentre

Day Session

09.00

Milestone 3 presentations-all day

CPD Hrs = 6

Graham Stokes

Speaker role



Aims: To present a patient case for a patient requiring more complex treatment and receive feedback.

Objectives

- *To present a case to a group of your peers in a formal setting*
- *To develop skills of formal case presentations*
- *To demonstrate your ability to treatment plan, diagnose and treat*
- *To have gained further experience at treatment planning*
- *To have understood the benefits of peer review sessions*
- *To have further developed your ability to speak in public*

Learning Content

- *Participants will have presented a completed case to a group of their peers*
- *Participants will have taken part in peer review*
- *Participants will be able to incorporate the learning from their colleagues' cases into their own practice*
- *Participants will have a clearer understanding of the importance of logical and structured history taking, examination and special tests*
- *Participants will have had the opportunity to discuss the treatment planning of complex cases with their peers*

GDC Outcomes: A B C D



Friday 23rd June

BirminghamDentalHospital

Day Session

09.00

Finance and contracts-all day

CPD Hrs = 6

Morris& Co, The Wesleyan and BDA

Speaker role



This day will be a joint study day with 3 other FD schemes in the West Midlands and will look at preparing you for moving on from your Foundation Training year. Getting good advice on accounting, insurance and contracts is essential and the speakers on this day are all experts in their fields. There will be 3 interactive session on the day, each will be approximately 90 minutes and there will be time to ask questions and answer any concerns. You will be split into 3 groups and move between sessions to all are covered during the day. Please think about any questions you may have before the day.

Objectives

- *o raise awareness of good accounting practices as it applies to the GDP*
 - *to review the current tax systems as it applies to the newly qualified General Dental Practitioner*
 - *to improve knowledge on the subject of financial planning and insurance for the GDP*
 - *to gain an understanding of performer contracts*

Learning Content

- *to improve knowledge of the subject of practice accounts in particular profit and loss accounts and balance sheets*
 - *to review the current tax systems as it applies to newly qualified GDP*
 - *to cover areas of financial planning including loans, savings, pensions, equipment and practice purchases*
 - *to help understand the difference between being employed and self-employed and the implications with contracts*

GDC Outcomes: A B C D



Friday 30th June

TBC

Day Session

09.30

Regional Showcase -all day

CPD Hrs = 6

HEE - Details TBC

Details TBC



Friday 7th July

AstonUniversity

Day Session

09.00

CGDent symposium -all day

CPD Hrs = 6

CGDent- detials TBC



College of General
Dentistry

Details TBC



Calendar 2022-2023

1st September Clinical Refresher BDH Clinical Skills Floor 2 .	AM FDs to attend BDH PM Statutory and Mandatory eLearning
2nd September H&W Induction Clinical Skills Lab CHEC	
9th September Regional Induction Remote	AM Teams Meeting PM FDs watch prerecorded webinar
16th September Dental Emergencies CHEC	AM FDs to attend CHEC PM: Course work [oral surgery]
23rd Sept Endo Day 1 CHEC	
30th Sept Treatment Planning and partial denture Design. CSL	
7th October Endo Day 2 HANDS ON CSL	
14th October Communication B DH	NOTE TIMINGS 9.45 to 5pm
19th October WEDNESDAY Oral Surgery -hands on BDH	Theory completed remotely[3 hours] PM: e Learning and Portfolio[3 hours]
21st October No study day	Early Stage Review reports completed by ES and FD. E Learning & Portfolio. [6 hours]
28th October Clinical Photography REMOTE	PM 1:1s with TPD for ESR REMOTE PM: eLearning /course work [3 hours]
4th November No study day	FDs in practice
WEDNESDAY 9th NOVEMBER Human Factors BDH	FDs to attend with their nurses BDH
11th November Posterior Restorations BDH	
18th November No study day	E learning/course work
11th November Posterior Restorations BDH	
18th November No study day	E learning/course work

**25th November Complete Dentures
CSL CHEC**

**2nd December
AM:NHS Rules and Regs
PM Milestone 1 case presentation
CHEC**

9th December Medico Legal BDH

16th ,23rd, 30th December No study days FDs in practice

**January 6th 2023
Health and Safety
Anxiety and Pain Management**

**13th January
Completed all Elfh E learning
Upload MS2 to APLAN**

13th , 20th and 27th January No study days; FDs in practice
TPD completing Midyear visits

**27th Jan
Feedback for APLAN Completed**

**3rd February MS2 Case
presentations
REMOTE**

Theory completed remotely [3+3 hours]

**10th February
AM: Anterior Composites
PM : Indirect
BDH**

**17th February IRCP
No study day**

FDs in practice – to be contactable by phone
No study days 24th, 31st Feb and 3rd and 10th March- FDs in practice

**17th March
Perio and Implants CHEC**

**24th March
Occlusion CHEC**

**31st March
AM Paediatrics
Remote**

PM Course work [3 hours]

**7th, April
ELFT Modules uploaded to APLAN**

No study day - FDs in practice

14th, 21st April

No study Days-FDs in practice

**28th April
AM Orthodontics
Remote
AUDIT PROJECT SENT TO BUDDY ES**

PM - Course work

**May No study days
Friday 19th – MS3 uploaded to APLAN**

FDs in practice

**2nd June MS3 feedback completed
9th June SCRIPT and Oral Cancer e
learning completed**

FDs in practice

16th June Milestone 3 case presentation CHEC	
23rd June Finances& contracts BDH	
30th June TBC Regional Celebration Event	TBC
7th July College of General Dentistry Aston University	Details TBC
14th July No study days for remaining Fridays of academic year .	FDs in practice
21st July FRCP	FDs in practice - need to contactable by phone



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Herefordshire and Worcestershire Scheme Buddy ES Pairings 2022-2023

Foundation Dentist	Educational Supervisor(s)	Buddy ES(s)
Mathew Sin	Fuzail Jamall	Mandir Bains
Scott Kilpatrick	Jugminder Sanghera	Nikesh Kalidas
Victoria Burnett	Lisa Turner	Thegan Moodley
Iram Shahzad	Nikesh Kalidas	Jugminder Sanghera
Aden Afzal	Surbjeet Matharoo	Pravesh Kenth
Grace Mullett	Teresa Whitmore	Richard Arrowsmith
Amarpreet Chohan	Thegan Moodley	Lisa Turner
Aaron Odedra	Pritesh & Ravi Solanki	Hirdeep Sanghera
Noumaan Zafar	Emily Purdy	Usha Murria
Nirosha Sudhahara	Pravesh Kenth	Surbjeet Matharoo
Samneet Chahal	Shanta Mestry	Michelle D'Mello Kenth
Charles Davis	Richard Arrowsmith	Teresa Whitmore
Jaina Sonecha	Michelle D'Mello Kenth	Shanta Mestry
Jonathan Heal	Mandhir Bains	Fuzail Jamall
Nabeel Ahmad	Usha Murria	Emily Purdy
Saneeka Sonis	Hirdeep Sanghera	Pritesh/Ravi Solanki



Online Learning

2022-2023

List of Mandatory E-Learning

As part of your Foundation training year within the Midlands and the East of England Regions you will undertake a number of online e_Learning modules.

All of these e-learning modules have specific completion dates.

Most of the e-Learning can be accessed from the e-LFH (e-Learning for Health) website, but the Script modules can be accessed directly from your e-Portfolio using the tab at the top of the dashboard page.

e-Learning for Health

Once you have received your login details from e_Learning for Health you can access all the necessary modules by using this link:

<https://portal.e-lfh.org.uk/Component/Details/660298>

This takes you to a portal which leads to the **Midlands and East - Dental Foundation Trainees** learning path.

Here is a list of all the modules. Once each module has been completed the assessment for that module should also be completed and the certificate of completion uploaded to the e-Portfolio.

Modules Course Sections

Statutory and Mandatory Training (SMT) Completion by Early Stage Review

- Conflict Resolution Level 1 40 mins
- Data Security Awareness Level 1 70 mins
- Equality and Diversity and Human Rights Level 1 20 mins
- Fire Safety Level 1 30 mins
- Moving and Handling Level 1 40 mins
- Preventing Radicalisation - Basic Prevent Awareness 35 mins
- Safeguarding Adults Level 1 40 mins
- Safeguarding Adults Level 2 40 mins
- Safeguarding Children Level 1 30 mins
- Safeguarding Children Level 2 35 mins

Mental Capacity Act (MCA) Completion by IRCP

- Mental Capacity Act as Part of Human Rights 20 mins
- Assessing Mental Capacity 20 mins
- Planning Ahead Using the MCA 20 mins
- Best Interests 20 mins
- Restraint 20 mins

Deprivation of Liberty 20 mins
Relationship Between the MCA and the MHA 20 mins
Mental Capacity Act and Young People aged 16 or 17 20 mins
Research Involving People Who Lack Capacity 20 mins
Mental Capacity Act and Adult Safeguarding 20 mins
Settling Disputes and Disagreements 20 mins

Alcohol and Tobacco Brief Interventions Completion by IRCP

Introduction to treating and preventing ill health 15 mins
Very Brief Advice on Smoking 15 mins
Alcohol Brief Advice 15 mins
Bringing It Together - Multiple Risk Factors 15 mins
Assessment 10 mins

Making Every Contact Count (MECC) Completion by IRCP

What is MECC and why is it important 30 mins
How to have a MECC conversation 30 mins
Signposting 15 mins
Five Ways to Wellbeing 30 mins
Assessment 10 mins

HEE Rubber Dam Placement video Completion by IRCP

Using your login details for e_Learning for Health you can access this module by using this link:

<https://portal.e-lfh.org.uk/Component/Details/660298>

Script - An eLearning programme to improve prescribing competency

Please use the link in your e-Portfolio to access the Script site. When you have completed a module, this information will be passed to your e-Portfolio but you may wish to download a completion certificate for your CPD records.

Modules Completion by FRCP

Prescription Documentation and the Drug History 60 mins
Medication Errors and Adverse Drug Reactions 60 mins
Special Patient Groups 60 mins
Utilising the BNF 60 mins
Medical Emergencies 60 mins
Periprocedural Prescribing 60 mins
Dental Infection 60 mins
Pain, Ulceration, and Inflammation 60 mins
Prescription Documentation and the Drug History 60 mins
Medication Errors and Adverse Drug Reactions 60 mins

BDA & Cancer Research UK Oral Cancer Recognition Toolkit

https://www.doctors.net.uk/eclientopen/cruk/oral_cancer_toolkit_2015_open/

Although this topic may be covered in a study day, the toolkit is very valuable, and it is advised this is still completed irrespective of a scheme running an oral cancer study day. The completion certificates should be uploaded to your e-Portfolio

Module Completion by FRCP

BDA-CRUK Oral Cancer Recognition Toolkit 3 hours

List of Supplementary E-Learning Dentistry (e-Den) e-Learning for Health

<https://portal.e-lfh.org.uk>

This is a series of modules about dentistry known as e-Den. You will find these modules helpful when used in conjunction with your Study Days. References to particular modules may be included in the information for each Study Day. Accessing the relevant module before the Study Day will help you to gain more from the interactive learning session.

To locate the e-Den modules in the e-Learning for Health Website, click on '**My e-Learning**' at the top of the webpage and then enter the **Dentistry** name in the search box. When the search results appear, you will see the **Dentistry** module listed with an icon; click on '**Enrol**' and the Module will be added to your account. You will then be able to see each of the e-Den Modules and Course Sections in 'My e-Learning'.

e-Den Module

1 Patient Assessment

Profiling the Patient Assessment Methods and Techniques
Good Practice Health Promotion and Disease Prevention
Patient Assessment Profiling the Patient

2 Human Diseases and Medical and Dental Emergencies

Medical Topics and Dentistry Medical Emergencies In Dentistry

3 Anxiety and Pain Control in Dentistry

Principles of Dental Pain Mediators of Central Pain
Dental Local Anaesthesia Dental Local Anaesthetic Technique
Management of Dental Pain Non-Pharmacological Anxiety Management
Intravenous Sedation Inhalation Sedation
Dental General Anaesthesia

4 Periodontal Disease and Management

Aetiology of Periodontal Disease
Periodontal Diagnosis and Determination of Prognosis Periodontal Treatment Options
Patient Education and self-Performed Plaque Control Non-Surgical Periodontal Therapy
Surgical Periodontal Therapy

5 Hard and Soft Tissue Surgery

Pre- and Post-operative Assessment Exodontia
Surgical Dentistry Advanced Trauma Life Support (ATLS)

Management of Un-Erupted, Impacted, Ectopic Management of Benign Soft Tissue lesions and Supernumerary Teeth

6 Surgical and Non-Surgical Management of Head and Neck Disease

Accurate Drug History and Relevance of Allergies Odontogenic Infections

Management of Oral Mucosal Diseases Craniofacial Pain Disorders

Neoplastic and Non Neoplastic Disease of the Head and Neck

7 Management of the Developing Dentition

Orthodontic Indices Assessment for interceptive Treatment

Space Maintenance Simple Removable Appliances

Oral Habits and Occlusal Trauma in the Mixed Dentition

Emergency Care and Management of Orthodontal Problems

Contemporary Orthodontics Normal Facial Growth and Dental Development

Abnormalities of Facial Growth and Dental Development

8 Restoration of Teeth

Caries Restoration of Permanent Teeth

Crowns Restoration of Deciduous Teeth

Aesthetic Dentistry Dental Biomaterials

Tooth Surface Loss Endodontics

Dental Trauma

9 Replacement of Teeth

Bridgework Occlusion

Complete Dentures Partial Dentures

Implantology Miscellaneous

10 Communication

Patient and the Family Teamworking

Other Professionals

11 Professionalism

Ethics Self

The Clinical Team and Peers

12 Management and Leadership

The Need for Effective leadership and Management Quality in Healthcare

Risk Management Self-Management

Change Management Managing a Business

Healthcare Systems Professional Practice

Management and Leadership

13 Sustainable Dentistry

Introduction to Sustainable Dentistry Measuring carbon in Healthcare



e-LIFT Project

2022-2023

Project `e-LiFT' stands for Evidence-linked Learning in Foundation Training. This is simply project work covering the non-clinical elements of the DFT curriculum which are the domains of communication, professionalism, management and leadership.

FDs are expected to complete what are essentially reflective learning exercises in four modules underpinned by evidence of their own work completed in the training practice. The modules are core topics for the FD to reflect upon:

- Infection control
- Radiology
- Medical emergencies
- Clinical communication

The reflective learning exercise for each module, allows for flexibility for the FD to hone in on specific learning or development points that have influenced them the most in their training year. Each of the modules will entail reflective writing amounting to 1000 - 1250 words, each module supported by 4- 6 pieces of evidence.

Guidance documents and templates are available on the website at:

<https://heeoee.hee.nhs.uk/node/2567>

The modules will be assessed by anonymous ESs using the APLAN platform. All four Modules are to be completed and uploaded to APLAN **7th April 2023**. You will be notified of the date of the start of the submission period; there is no room for late submission of cases or feedback reviews.

If you have any further queries please contact your TPD.



Milestones and APLAN

2022-2023

Milestones and APLAN

The Milestones are three clinical cases that Foundation Dentists (FDs) will present throughout the DFT year. The cases will increase in complexity as the year progresses and will be part of the formative assessment for IRCP and FRCP. The FDs will present each of their cases at their own scheme study day. The cases will be peer reviewed on the day by your own scheme members and educational supervisors. This process facilitates learning, self-assessment, reflection and insight. Milestone One is peer reviewed only. Milestones Two and Three use APLAN for additional anonymous feedback and scoring.

APLAN (Anonymous Peer Learning and Assessment Network) is an online tool which allows your cases to be distributed to other FDs and ESs across the Midlands and the East of England regions. Your cases will be anonymously reviewed by three FDs and three ESs. In addition, you will be asked to provide anonymous feedback for three cases submitted by other FDs.

The deadlines for the case submission and review feedback on APLAN are set at the beginning of the DFT year:

Milestone 2 Upload Deadline 13th January 2023

Milestone 3 Upload Deadline 19th May 2023

You will be notified of the date of the start of the submission period; there is no room for late submission of cases or feedback reviews. The window for giving feedback on cases will open within 48hours of the case upload deadline closing and will remain open for two weeks. Failure to meet the deadlines may impact your IRCP and FRCP outcome.

Case Guidance

You will find information on the SharePoint for FDs that covers the Milestone cases and guidance on how to present them. General guidance for case presentation includes:

- Ensure you have written consent from your patient for the use of photographs, radiographs and clinical records;
- Start identifying cases as soon as possible, and have a few cases spare as back-up in case of patient non-attendance;
- Look at the marking criteria to help guide your presentation;
- Keep your case presentation concise and avoid using a lot of text on slides;
- Reflect on your case and provide modifications you would make in future; and
- Maximum presentation time is 10 to 15 minutes which is then followed by Q&A for around 10 minutes.

If you have any further queries please contact your TPD.



Problem Solving and Support

Herefordshire and Worcestershire 2022-2023

During the Foundation Training year there will be many opportunities for problems to arise. These may range from the 'crowns that never fit' to problems communicating with the Dental Nurse. As a Foundation Dentist you have available a wealth of expertise and experience to draw upon to help you to solve your problems.

In your Practice the main source of assistance in problem solving is, of course, your Educational Supervisor. During normal working hours you can approach your ES for assistance, or alternatively during a tutorial you can bring up a matter that is causing concern.

Your Training Programme Director is also always available for help on a whole range of clinical, professional or personal problems. This does not have to wait until a Study Day meeting; so contact your TPD by phone or email early on if you have a problem or concern. Early resolution of that burning issue will help prevent any further worry. Remember that patient safety is paramount and confidentiality is assured, if required.

The DFT group is also a very useful forum to air problems and to seek a solution. Opportunities for group discussion occur in nearly every session of the Day Release Course. Naturally openness and frankness is usually required, but all members of the group will respect our rule of confidentiality outside the sessions.

Additionally there is further support that can be obtained from the Regional Trainee Support.

Contacts for Support

Training Programme Director

Marie Claire Parsons

Phone:

Email: marie-claire.parsons@hee.nhs.uk

Regional Trainee Support

Email: DentalTraineeSupport.ME@hee.nhs.uk



Claiming Travel and Subsistence

2022-2023

For payment of Dental Foundation Training claims, Foundation Dentists must adhere to the following guidance:

All claims must be submitted on the appropriate form issued by your TPD. This form should be fully completed, easily readable, and signed by your TPD who will check all claims are valid. They will also cross through any incomplete lines to stop any claims being added after signing.

Travel claims must reflect the actual mileage undertaken, or travel costs incurred, in attending your Study Day Programme only. Note that the mileage calculated from the home address to venue will be adjusted by NHS England once your form is submitted to them. Your usual mileage from your home to the dental practice will be deducted from the amount (you do not need to enter this separately on the form, NHS England will calculate this).

(Current mileage rate = £0.24 per mile, dentists carrying one or more named eligible dentists to the same course = an additional £0.05 per mile) Where passengers are being claimed for, their full names, contract number and performer number is required.

FDs should travel only by second class if they travel by rail and should attach tickets or receipts to their claim forms.

Taxis should not be used and cannot be claimed - if their use is required due to particular circumstances then the reasons need to be discussed with the Postgraduate Dental Dean, or Deputy, and you will need to get approval in advance, in writing, and provide it with the claim form.

Within Midlands & East overnight accommodation is not claimable except in very specific authorised circumstances, therefore claims for accommodation or evening meal allowance should be not be made.

A daily lunch allowance is payable: (applicable when more than five hours away from practice, including the times between 12:00 - 2:00pm) = up to a maximum of £5.00, itemised receipts must be provided when making a claim. Please note that bank statements are not acceptable forms of receipt and no reimbursements can be made on alcoholic drinks.

All claim forms must be completed accurately and honestly. You may only claim for actual expenses incurred and must not exaggerate claims, provide alternative or fabricated receipts or deliberately incur unnecessary expense. False claims are fraudulent and may be investigated by the NHS England Area Team, with onward referral to NHS Fraud Investigators and/or the GDC.

Claims must be submitted within 3 months of the event and receipts must be included for all travel, meals and car parking. Trainees are advised keep a copy of the claim form and the submitted receipts, and to send claim forms by signed delivery service (you may not claim this postage cost) or email.

Claim forms should be sent Completed Claim forms should be submitted to the BSA via your BSA Compass login. You can access an information leaflet about this from here:

http://www.copdend.org/dft handbook/FD_Handbook/The_Scheme/T_-_S_Expenses/FD_Travel_and_Subsistence_claims_via_Self_Service_in_Compass.pdf

Your payments will appear on the training practice BSA schedule and your Educational Supervisor will pay them to you as non-taxable expenses.



Audit Project

2022-2023

Introduction

It is a requirement of the Dental Foundation Training Curriculum that a minimum of two clinical audit cycles are to be completed by the end of the ninth month of Dental Foundation Training by each Foundation Dentist.

Submission of a formal Clinical Audit Report is a mandatory requirement for the Satisfactory Completion of Foundation Training in the Midlands and East Region.

Detailed guidance on the completion of your Audit Project will be provided in a separate document.

Process for marking

Your Clinical Audit Report will be marked by a Buddy ES using a Feedback Form approved by the Region. When complete you should email a copy of your Clinical Audit Report to your TPD and Buddy ES.

The Buddy ES will complete the Feedback Form then forward the completed Feedback Form to your TPD for moderation. Your TPD will forward the moderated Feedback Form to you and your ES for discussion at a tutorial.

E-Portfolio upload

You should complete a Tutorial Reflection and upload the completed Feedback Form to the **FD Projects, Presentations and Audits** section of the e-Portfolio. At the same time upload your completed Clinical Audit Report to the **Uploads** section of the e-Portfolio.

The TPD for your Scheme will set the submission and marking deadlines for that Scheme. They will also allocate a Buddy ES to each FD.

Your Audit Report and the completed Feedback Form must be uploaded to the e-Portfolio at least two weeks before FRCP.



Practice Equipment List

2022-2023

Practice Specifications

Electronic records - Full computer based clinical records and appointment management system.

Digital radiography

Internet access

Infection control - Up to date policies, protocols, and operating procedures including effective decontamination facilities with sufficient capacity and storage.

NHSmial account

Specification for FD Room

Size - Minimum floor area 9m².

Ventilation - Natural or mechanical ventilation must be provided. The fresh-air supply rate should not normally fall below 5 to 8 litres per second, per occupant - HSE Workplace (Health, Safety and Welfare) Regulations 1992.

Equipment for FD Room

Dental chair - Low seated design. Operating light. Delivery unit. Cuspidor. Suction. Amalgam separation.

Stool for dentist

Stool for nurse

Handwash sink

X-ray set - Rectangular collimation. Isolation switch outside the controlled area.

Amalgam mixer

Light cure lamp

Telephone

Workstation - Clinical records and appointment management software. Internet access.

Turbines - Minimum of 3.

Contra-angle handpieces - Minimum of 3.

Straight handpiece - Minimum of 1.

Ultrasonic scaler - Magnetostrictive or piezo.

Instrumentation for FD Room

Autoclavable tray system

X-ray film holders - Full range of holders for bitewing and periapical views - including full range of endodontic film holders.

Rubber dam kit - Latex free.

Conservation - Full range of instruments for normal restorative work including a single use matrix system (eg Automatrix) and a sectional matrix system (eg Composi-tight).

Periodontics - Full range of periodontal instruments including a measuring probe (eg Williams Probe) and a full set of scaling instruments (eg Gracey Curettes).

Extractions - Full range of extraction forceps (upper and lower); elevators and a set of Luxators.

Oral Surgery - Full range of surgical instruments including scalpel blades and handle, periosteal elevator, solution for irrigations, syringe for irrigation, surgical handpiece, selection of surgical burs, root tip picks, bone rongeurs, needle driver, toothed tweezers, non-toothed tweezers and suture scissors.

Prosthetics - Full range of prosthetic instruments including shade and mould guides.

Endodontics - Full range of stainless-steel hand files and NiTi rotary files.

Materials and Disposables for FD Room

Respirator - Fit tested FFP3 mask or powered hood for FD use.

Type II R Fluid Resistant Surgical Masks

Gloves - Latex free.

Bibs

Aprons

Gowns

Paper and cotton goods

Safe Sharps System - Incorporating a shield or cover that slides or pivots to cover the needle after use - HSE Health and Safety (Sharp Instruments in Healthcare) Regulations 2013.

Waste containers - For sharps, clinical waste, non-clinical waste, gypsum waste. Containers with mercury suppressant for amalgam waste, amalgam capsules and extracted teeth.

Disposable 3 in 1 syringe tips

Conservation - Full range of restorative materials including paediatric stainless-steel crowns and 016 stainless-steel orthodontic wire for trauma cases.

Prosthetics - Full range of prosthetic materials including impression compound and greenstick.

Endodontics - Full range of endodontic materials including a tooth sleuth, hypochlorite sourced from a dental supplier and Endo-Frost.

Available in the Practice for Use by the FD When Required

Dedicated Digital Camera - SLR or equivalent with lens, ring flash, retractors, and mirrors.

Conservation - Face bow and semi-adjustable articulator.

Prosthetics - Surveyor.

Endodontics - Electric pulp tester, apex locator, handpiece & motor for rotary endodontic system.

Clinical Digital Thermometer

Digital Communication - Computer or tablet with MS Teams including webcam, speakers, and microphone.