

# Suffolk and North East Essex Dental Foundation Training Scheme



**Autumn Term Programme 2022-2023**







# Suffolk and North East Essex Dental Foundation Training Scheme

## Ipswich Postgraduate Medical and Dental Education Centre

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Tel: 01473 702561 Ext: 1561

## Cambridge Postgraduate Medical Centre, Deakin Centre

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Regional Dental Account Manager

**Patti Bradshaw**

Regional Dental Faculty Support Officer

**TBC**

Regional Faculty Support Administrator

**Angela Sohi**

Postgraduate Centre Manager

**Cambridge: Jonathan Northrop**

**Ipswich: Kevin Hartwell**

Scheme Administrator

**Cambridge: Jonathan Northrop**

**Ipswich: Allys Walker**

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# Suffolk and North East Essex Dental Foundation Training Scheme

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# Suffolk and North East Essex Dental Foundation Training Scheme

## Ipswich Postgraduate Medical and Dental Education Centre



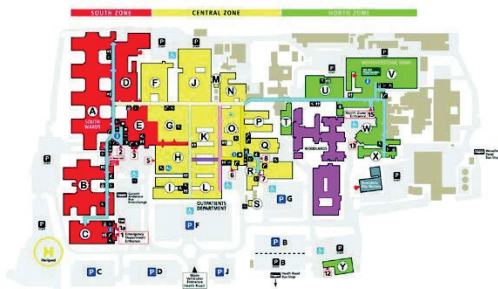
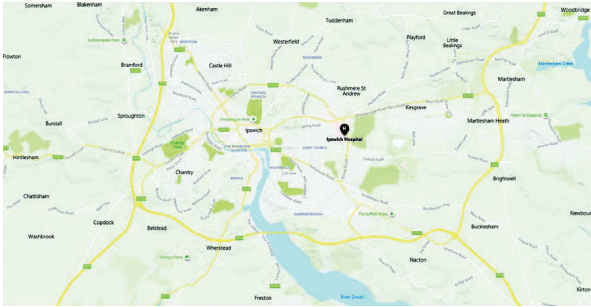
The Postgraduate Education Centre is located on site at Ipswich Hospital and is responsible for planning and promoting medical and dental education within the Trust and on a Regional level. The Centre aims to provide the infrastructure and support to facilitate the education, training and continuing development of health care from around the country.

Ipswich PGME has an on site Dental Skills Centre, providing specialist hands on training for Foundation Dental Programs as well as CPD and DWD courses. The equipment and facilities are regularly updated. The most recent additions include a new x-ray room, a portable interactive presentation unit and large microscope.

Our training is well supported by the local Maxillofacial and Oral Surgery department who provide an exclusive insight into hands on dentistry within a hospital environment. Our library is an additional resource that is available to all who wish to utilise the study space and resources.



## Location and Map



Ipswich Hospital is situated just outside of the town centre.

The Hospital is well served by the following methods of public transport:

**By Bus** There are bus stops inside the hospital grounds, just outside the Garrett Anderson Centre (Emergency department) and on Woodbridge Road, near a pedestrian entrance to hospital grounds.

**By car or motorbike** Exit the A14 at junction 57 on to the A1189. Continue on the A1189 and follow the signs to the hospital.

**Parking at Ipswich Hospital** There is on site parking available to all visitors and staff, however this is limited so it is important to arrive at the hospital in good time before each study day.

**By Train** Ipswich has two railway stations: Ipswich Rail Station (IPS) is 4.7 miles from the hospital. The station has a taxi rank. The 66 bus runs between the train station and the hospital.

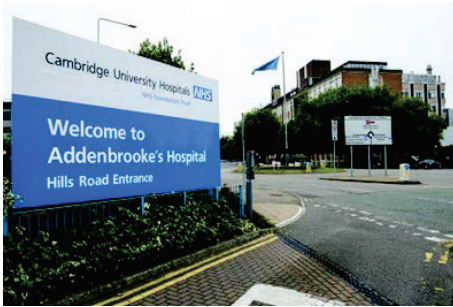
Derby Road Rail Station (DBR) is 1.3 miles from the hospital. The station does not have a taxi rank. The 6 bus runs from nearby Foxhall Road to the pedestrian entrance to hospital grounds opposite Adelaide Road. From Derby Road Rail Station the hospital is a 20 minute walk via Foxhall Road and Pearson Road.





# Suffolk and North East Essex Dental Foundation Training Scheme

## Cambridge Postgraduate Medical Centre, Deakin Centre



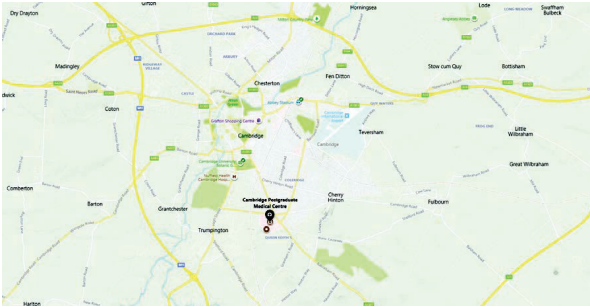
The Deakin Learning Centre is a friendly and inclusive learning environment designed to provide a range of high quality community services combined with excellent education and training provision. We are situated to the south of the historic city of Cambridge, at the heart of Addenbrookes Hospital Biomedical Campus, serving the Eastern region.

The Deakin Centre is a satellite enterprise operating under the well-established leadership of Cambridge Regional College as a development of the faculty of Health, Social Care and Childcare. We offer a range of programmes and services in our innovative, world-class facility. The Postgraduate Medical Centre is situated on the first floor of the Deakin Centre and provides the infrastructure and support to facilitate education, training and continuing development of health professionals.

The centre also boasts pause areas and the Pod Café; and is well served by public transport. We are just a short walk away from the bus station with a 6-storey parking block adjacent to the building itself.



## Location and Map



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The centre also boasts pause areas and the Pod Café; and is well served by public transport. We are just a short walk away from the bus station with a 6-storey parking block adjacent to the building itself.

[Edit](#)





# Autumn Term

## Venues and Subjects

<b>Friday 2nd September</b>	Clinical Skills Refresher	<i>Ipswich</i>
<b>Friday 9th September</b>	AM Regional Induction-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>Cambridge</i>
<b>Friday 9th September</b>	PM HEE Pre-recorded Induction Material	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Friday 16th September</b>	Scheme Induction - Part 1 Scheme Induction - Part 2	<i>Cambridge</i>
<b>Friday 23rd September</b>	AM NHS Rules & Regulations PM Clinical Photography	<i>TBC</i>
<b>Thursday 29th September</b>	Anterior Restorations	<i>Ipswich</i>
<b>Friday 30th September</b>	Posterior Restorations Composite & Amalgam	<i>Ipswich</i>
<b>Friday 7th October</b>	Communication Skills	<i>Cambridge</i>
<b>Thursday 13th October</b>	Oral Surgery	<i>Ipswich</i>
<b>Friday 14th October</b>	Endodontics 1	<i>Ipswich</i>



<b>Friday 21st October</b>	Early Stage Review	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Friday 28th October</b>	AM Paediatric Dentistry PM Orthodontics	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Friday 4th November</b>	Milestone 1 - Emergency Case Presentations	<i>Cambridge/Virtual</i>
<b>Friday 11th November</b>	e-Learning (SCRIPT)	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Friday 18th November</b>	Clinical Skills Refresher - Radiography Treatment Planning	<i>Cambridge</i>
<b>Friday 25th November</b>	e-Learning (e-LfH)	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Thursday 1st December</b>	Posterior Crown Prep & Onlays	<i>Ipswich</i>
<b>Friday 2nd December</b>	Anterior Crown Prep & Veneers	<i>Ipswich</i>
<b>Friday 9th December</b>	e-Learning (e-LfH + BDA Oral Cancer Toolkit)	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
<b>Friday 16th December</b>	Autumn End of Term Review	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>

## Important Dates and Deadlines

Early Stage Review	Friday, 21 October 2022
Milestone 1 - Emergency Case	Friday, 4 November 2022
e-Learning (SCRIPT)	Friday, 11 November 2022



e-Learning (e-LfH)	Friday, 25 November 2022
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e-Learning (e-LfH + BDA Oral Cancer Toolkit)	Friday, 9 December 2022
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End of Autumn Term	Friday, 16 December 2022
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# Friday 2nd September

Ipswich

## Day Session

09.30

### Clinical Skills Refresher

CPD Hrs = 6



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



16.30

End





# Friday 9th September

Cambridge

## Morning Session

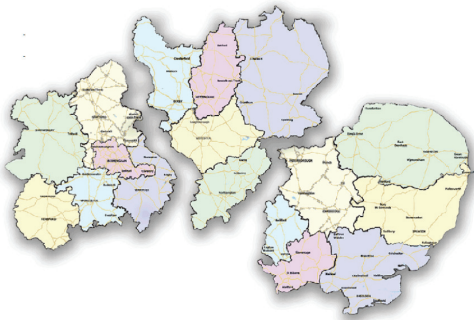
09.00

### AM Regional Induction-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. CP process involved in the satisfactory completion of Dental Foundation Training.



#### GDC Outcomes: A B C D





# Friday 9th September

Cambridge

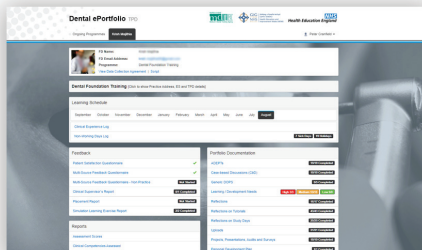
09.30

## 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 = 1

**Elena Scherbatykh**

Policy Manager · General Dental Council



*The General Dental Council is 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

Cambridge

## Afternoon Session

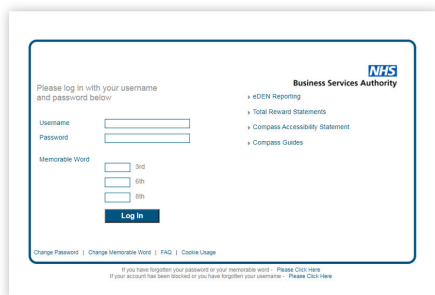
12.30

### 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.*

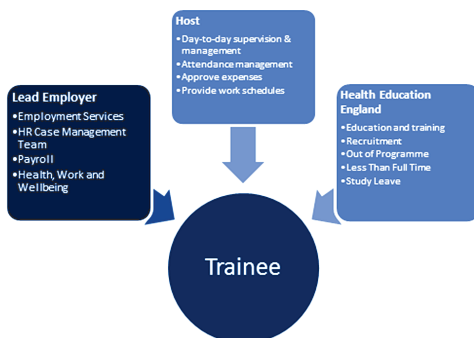
*This webinar will give insight into the work of the BSA and the NHS Dental Regulations.*

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

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



13.45

Break





# Friday 9th September

Virtual Remote Learning Platform - Links to be confirmed.

## Day Session

09.30

PM HEE Pre-recorded Induction Material

CPD Hrs = 3

**Multiple Speakers**

Speaker role





# Friday 16th September

Cambridge

## Day Session

09.30

### Scheme Induction - Part 1

CPD Hrs = 3

FDs



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

12.30

Lunch

13.30

### Scheme Induction - Part 2

CPD Hrs =

FDs and ESs



#### 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 East HEE personnel together with an enhanced ability to work with others as a team.

**GDC Outcomes: A B C D**

16.30

End





# Friday 23rd September

TBC

## Day Session

09.30

AM NHS Rules & Regulations

CPD Hrs = 3

Jinesh Vaghela and Ali Chohan



*Provide Foundation Dentists with a working knowledge of the rules and regulations applying to the provision of NHS dental care for their patients and to ensure they are able to inform patients appropriately of the availability of NHS services.*

### Objectives

- *Explain how and when to claim for NHS treatment that has been provided to patients.*
- *Define the rules regarding provision of NHS dental care.*
- *"Have the ability to talk confidently about what can be provided through NHS dental services."*

### Learning Content

- *"List the structures and content of NHS treatment bands and associated NHS banding charges."*
- *Apply the rules regarding provision of NHS dental care.*
- *Be able to perform within the structure of NHS GDS contracts.*

**GDC Outcomes: A B D**







# Friday 23rd September

TBC

## Afternoon Session

13.30

### PM Clinical Photography

CPD Hrs = 3

Jin Vaghela and Ali Chohan



*To review the terminology and basic functions of cameras and accessory equipment used in dental clinical photography, allowing the Foundation Dentist to take good quality clinical images.*

#### Objectives

- *Identify the importance of obtaining valid consent from patients and keeping full and contemporaneous records alongside consent policies and procedures required when taking, storing and publishing clinical photographic images.*
- *Evaluate use of the most optimal equipment, camera settings and accessory equipment to produce high quality clinical images and to be able to diagnose if how to improve suboptimal images.*
- *Recognise the use of the wider team to aid image production of a high standard and how to use software to prepare images for use in presentations and projects.*

#### Learning Content

- *Demonstrate consistent, high quality clinical images to be used for patient education, building their own clinical portfolio and for coursework submissions throughout the training year.*
- *Evaluate their own clinical images to troubleshoot how to improve them where issues arise.*
- *Construct a systematic approach to make clinical photography routine in the Foundation Dentist's daily workflow.*

#### GDC Outcomes: A C

16.30

End





# Thursday 29th September

Ipswich

## Day Session

09.30

### Anterior Restorations

CPD Hrs = 6

Jinesh Vaghela/Ali Chohan/Fahad Sheikh



*To assist Foundation Dentists in choosing which equipment and techniques to employ when directly restoring anterior teeth.*

#### Objectives

- *Evaluate the different composite systems available, the nature of their composition and how this may impact on material selection choice when restoring anterior teeth, alongside application of the knowledge of the anatomy of anterior teeth.*
- *Define current bonding techniques, matrixing systems, techniques for composite build-ups/placement, use of stents, alongside shaping and finishing protocols, to produce a life-like final restoration.*
- *Undertake a series of practical exercises to reinforce protocols associated with direct anterior restorations using a phantom head: class IV restoration and a direct composite veneer.*

#### Learning Content

- *Critique from improved knowledge and ability, when to use which technique for direct anterior restorations.*
- *To have enhanced practical skills in restoring anterior teeth, using a variety of techniques and equipment, to an appropriate form, to provide a functional and aesthetic restoration.*

#### GDC Outcomes: A C





# Friday 30th September

Ipswich

## Day Session

09.30

### Posterior Restorations Composite & Amalgam

CPD Hrs = 6

Jinesh Vaghela/Ali Chohan/Fahad Sheikh



*To assist Foundation Dentists in choosing which materials, equipment and techniques to employ when directly restoring posterior teeth.*

#### Objectives

- *Evaluate the current status of direct posterior restorations, material selection, cavity design and where relevant, bonding protocols.*
- *"Define how isolation/moisture control aids the placement of certain materials."*
- *Undertake practical exercises to reinforce protocols on contemporary matrix selection, placement of composite and amalgam, alongside shaping, finishing and polishing of these materials.*

#### Learning Content

- *Critique from improved knowledge and ability, when to use which material where for direct posterior restorations.*
- *To have enhanced practical skills in restoring posterior teeth, using a variety of techniques and equipment, to an appropriate form, to provide a functional restoration.*

#### GDC Outcomes: A C







# Friday 7th October

Cambridge

## Day Session

10.00

### Communication Skills

CPD Hrs = 6

#### Cascade Training Company



*To demonstrate the importance of communication and introduce Foundation Dentists to a range of skills they can use to communicate effectively with patients, team members and colleagues.*

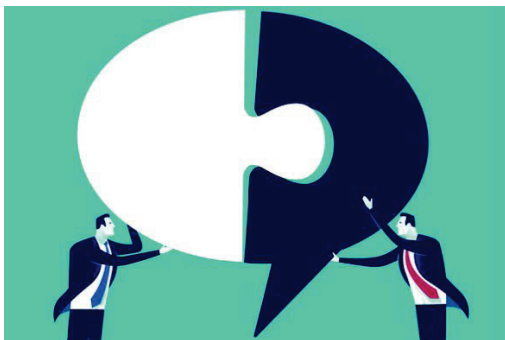
#### Objectives

- *Raise awareness of the importance of communication skills.*
- *Evaluate and assess clinician and patient interactions.*
- *"Identify successful strategies to improve communication."*

#### Learning Content

- *Participants will be able to describe how stress affects their own communication with others and define the factors that affect the behaviours and communication of others.*
- *"Differentiate the importance of non-verbal communication and active listening."*
- *Explain the range of skills required for dealing with a complaint and for providing feedback to colleagues.*

#### GDC Outcomes: A B D



16.45

End





# Thursday 13th October

Ipswich

## Day Session

09.30

Oral Surgery

CPD Hrs = 6

Erica Rappaport & Team



*Allow participants to become more competent in oral surgery procedures undertaken in primary care, including the use of flaps and bone removal where appropriate.*

### Objectives

- *Explain the importance of patient medical history for oral surgery procedures as part of the overall pre-operative assessment processes and the relevance of National guidelines in this context, and when to refer to secondary care.*
- *Define local anaesthetic pharmacology, appropriate use of local anaesthetics and potential complications and their management.*
- *Provide practical training in the principles of assessment, flap design, bone removal and sectioning of teeth that require this approach for removal, including discussion of instrument selection (the surgical armamentarium) to undertake minor oral surgery procedures in general dental practice.*
- *Identify appropriate post-operative care and pain management for oral surgery patients*

### Learning Content

- *Evaluate and demonstrate application in the diagnosis, treatment and aftercare of patients requiring exodontia in general dental practice.*
- *Demonstrate greater skill and knowledge of methods of providing simple oral surgery and the instruments used to aid this.*
- *List the relevant guidance relating to oral surgery care in general dental practice.*

### GDC Outcomes: A C

16.30

End





# Friday 14th October

Ipswich

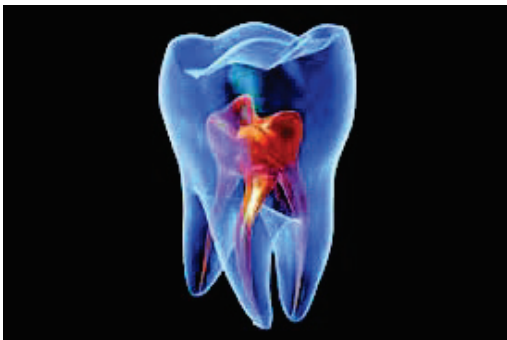
## Day Session

09.30

Endodontics 1

CPD Hrs = 6

Nick Barker



*To give Foundation Dentists greater confidence, knowledge and technical ability in diagnosis and treatment of apical and pulpal pathology, and understand modern concepts in its prevention. To allow Foundation Dentists to understand the factors involved in restoring the endodontically treated tooth.*

### Objectives

- Review current concepts in the prevention of apical and pulpal pathology.
- Describe the pathophysiology of the pulp-dentine complex and the symptoms of pulp-dentine pathology.
- Undertake practical training to have a greater knowledge of the principles of endodontic access, canal preparation, canal irrigation, obturation and the restoration of the endodontically treated tooth.

### Learning Content

- Demonstrate an enhanced knowledge and ability to manage patients with endodontic problems.
- Demonstrate greater skill in the treatment of endodontically involved teeth.
- Evaluate how to restore the endodontically treated tooth.

### GDC Outcomes: A C



16.30

End





# Friday 21st October

Virtual Remote Learning Platform - Links to be confirmed.

## Day Session

09.30

### Early Stage Review

CPD Hrs = 6

#### One to one reviews with FDs and TPD

Speaker role

- 1:1 review between the TPD and FD
- Normally, no longer than 15 minutes
- The TPD reviews – Educational Supervisor (Trainer) report, FD report and TPD report to look for themes and trends.
- A discrepancy between Educational Supervisor evaluation and Trainee evaluation may point to confidence, competence or insight issues.
- TPD reviews ES action plan and adapts it if necessary
- Actions need to have SMART goals (Specific, Measurable, Achievable, Realistic, Timespecific)
- Signed by TPD and FD
- Outcome shared with Trainer
- A minority (1-2 per scheme) will need to be notified to Associate Deans with a follow up review.





# Friday 28th October

Virtual Remote Learning Platform - Links to be confirmed.

## Morning Session

09.30

AM Paediatric Dentistry

CPD Hrs = 3

Sunny & Sanjay Sareen



*The aim of this day is to review current best practice in the dental management of paediatric patients. This will be discussed using a series of case studies (plus the use of models to conduct hands on exercises.*

### Objectives

- Review and explore methods and techniques for providing high quality dental care to children from a range of backgrounds.
- Assess and list our responsibilities in relation to paediatric management within in general dental practice.
- Demonstrate the use of stainless steel crowns on models to help develop the skills to use the Hall technique in a reliable manner.

### Learning Content

- Perform a clinical assessment, special investigations and immediate management of acute dental trauma. Be able to evaluate our responsibilities to provide safeguarding for children within a general dental environment.
- "List current treatment protocols in managing symptomatic/asymptomatic primary teeth and be able to apply current restorative techniques to manage various scenarios."
- Recognise when a stainless steel crown is the preferred treatment option in and demonstrate delivery of this treatment modality.

### GDC Outcomes: A C

12.30

Lunch





# Friday 28th October

Virtual Remote Learning Platform - Links to be confirmed.

## Afternoon Session

13.30

PM Orthodontics

CPD Hrs = 3

**Raj Wadhwani**



*This session will use case-based studies to discuss current concepts around orthodontic assessment and treatments.*

### Objectives

- Identify how to conduct a thorough orthodontic assessment in general dental practice.
- Explain appropriate times to refer to secondary care or specialist practice.
- Explore current guidance documents relating to orthodontics.

### Learning Content

- "Improved knowledge of how to carry out an orthodontic assessment in general dental practice."
- Recognise when to follow appropriate referral pathways.

**GDC Outcomes: A C**



16.30

End





# Friday 4th November

Cambridge/Virtual

## Day Session

09.30

### Milestone 1 - Emergency Case Presentations

CPD Hrs = 6

#### TPD & ESs



*This session will be used for Foundation Dentists to present their Milestone 1 case.*

#### Objectives

- *Learn to use the case of a patient with dental trauma or a dental emergency to reflect on clinical skills of analysis and care provision together with improved presentation skills.*
- *Objective*

**GDC Outcomes: A B C D**





# Friday 11th November

Virtual Remote Learning Platform - Links to be confirmed.

## Day Session

09.30

e-Learning (SCRIPT)

CPD Hrs = 6

### FDs

Speaker role

*Allocated day for FDs to work on their e-Learning modules at home or in practice.*

*An e-Learning 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 certificates for your CPD records.*

*For more information, please see Online Learning Section of this handbook.*





# Friday 18th November

Cambridge

## Afternoon Session

09.30

### Clinical Skills Refresher - Radiography

CPD Hrs = 3

**Chrisoula Nicolopoulos**

Educational Supervisor

*This session is to provide a refresher on how to justify, report and grade dental radiographs. We shall refresh theory in relation to everyday practice for dental radiography. We shall also try to understand the range of holders and views and shall share solutions for dealing with common issues.*

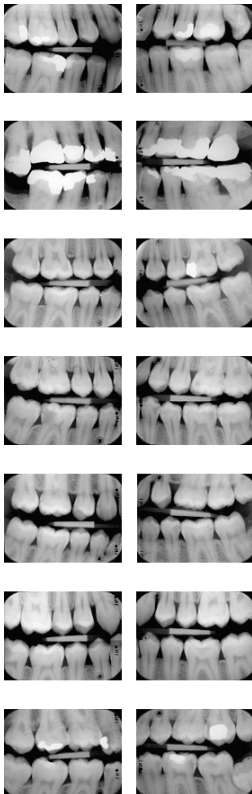
#### Objectives

- To be able to justify, report and grade your radiographs.
- To gain hints and tips for overcoming common issues
- To be able to justify, assess and report on dental

#### Learning Content

- To be able to justify, assess and report on dental radiographs
- To have processes to overcome common issues in Radiography
- To understand and choose the appropriate views for dental radiographs and their uses.

**GDC Outcomes: A B D**



12.30

Lunch





# Friday 18th November

Cambridge

## Afternoon Session

13.30

### Treatment Planning

CPD Hrs = 3

**Chrisoula Nicolopoulos**

Educational Supervisor

*To be able to provide a comprehensive treatment plan the patient understands and meets the patients' needs.*

#### Objectives

- Explore the multiple factors involved in the development of a patients' treatment plan for NHS care.
- Review the methods of assessing a patient's needs, wishes, requirements and the treatment options available for each patient in relation to the NHS regulations.
- Evaluate the skills necessary to be able to manage, involve and communicate to a patient the options and content of a treatment plan including patient's responsibilities and preventive regimes, or any need for referral.

#### Learning Content

- Identify and clarify a patient's treatment needs and requirements in relation to their wishes and expectations.
- Formulate suitable and effective treatment plans for patients including options for treatment modalities within the NHS regulations, including the need for any referral.
- Recognise the level of communication required to discuss with a patient an effective treatment plan in a manner which manages their expectations, wishes and requirements in an ethical and professional manner.

**GDC Outcomes: A B C D**



16.30

End





# Friday 25th November

Virtual Remote Learning Platform - Links to be confirmed.

## Day Session

09.30

e-Learning (e-LfH)

CPD Hrs = 6

### FDs

*Allocated day for FDs to work on their e-Learning modules at home or in practice.*

*As part of your Foundation training year within East of England 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.*

*Turn to Online Learning Section of this handbook.*





# Thursday 1st December

Ipswich

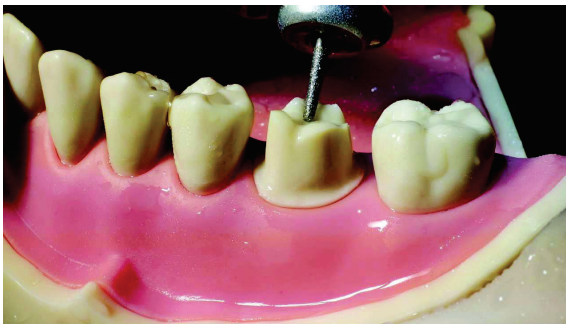
## Day Session

09.30

### Posterior Crown Prep & Onlays

CPD Hrs = 6

Amit Patel & Anup Ladva



*To provide Foundation Dentists with an update on contemporary materials, equipment, posture, clinical techniques for the fabrication of final restorations for the following, including temporisation: of Anterior veneers, Onlays, Adhesive bridgework, Full coverage crowns – adhesive/bonded and conventional*

#### Objectives

- *Describe the principles involved in the ideal preparations and how to modify techniques when the ideal cannot be achieved.*
- *Identify appropriate use of material choice for each type of preparation.*
- *Undertake a series of practical exercises to reinforce protocols associated with indirect anterior and posterior preparations and provision of temporaries.*

#### Learning Content

- *Evaluate and critique their own preparations when they return to their training practices.*
- *To have enhanced practical skills in indirect preparations of anterior/posterior teeth, using a variety of techniques and equipment.*
- *Assess material selection for different types of indirect preparations*

#### GDC Outcomes: A C



16.30

End





# Friday 2nd December

Ipswich

## Day Session

09.30

### Anterior Crown Prep & Veneers

CPD Hrs = 6

Amit Patel & Anup Ladva



*To provide Foundation Dentists with an update on contemporary materials, equipment, posture, clinical techniques for the fabrication of final restorations for the following, including temporisation: of Anterior veneers, Onlays, Adhesive bridgework, Full coverage crowns – adhesive/bonded and conventional*

#### Objectives

- *Describe the principles involved in the ideal preparations and how to modify techniques when the ideal cannot be achieved.*
- *Identify appropriate use of material choice for each type of preparation.*
- *Undertake a series of practical exercises to reinforce protocols associated with indirect anterior and posterior preparations and provision of temporaries.*

#### Learning Content

- *Evaluate and critique their own preparations when they return to their training practices.*
- *To have enhanced practical skills in indirect preparations of anterior/posterior teeth, using a variety of techniques and equipment.*
- *Assess material selection for different types of indirect preparations*

#### GDC Outcomes: A C



16.30

Lunch





# Friday 9th December

Virtual Remote Learning Platform - Links to be confirmed.

## Day Session

09.30

e-Learning (e-LfH + BDA Oral Cancer Toolkit)

CPD Hrs = 6

### FDs

Speaker role

*Allocated day for FDs to work on their e-Learning modules at home or in practice.*

*As part of your Foundation training year within Midlands and East 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.*

*Turn to Online Learning Section of this handbook.*





# Friday 16th December

Virtual Remote Learning Platform - Links to be confirmed.

## Morning Session

09.30

Autumn End of Term Review

CPD Hrs = 3

### Jemimah Rowden

Training Programme Director

*To reinforce coursework details and expectations for IRCP*

#### Objectives

- *Explain in more detail the work required to reach IRCP Outcome 1*
- *Review the preparation required to complete the coursework requirements.*
- *Review progress on Milestone cases and the required standards..*

#### Learning Content

- *Foundation Dentists will be able to recognise the workload involved regarding coursework elements.*
- *Identify the requirements to produce a satisfactory standard of work to meet expectations, including those for e-LIFT and Milestones.*

**GDC Outcomes: A B C D**



12.30

End





# Calendar 2022-2023

## September 2022

<b>Thursday 1st September</b>	Start of Autumn Term
<b>Friday 2nd September</b>	Clinical Skills Refresher-Ipswich Hospital
<b>Friday 9th September</b>	AM-Regional Induction – virtual learning PM- Regional Induction - recorded material
<b>Friday 16th September</b>	Scheme Induction at Cambridge - AM FDs - PM FDs and ESS
<b>Friday 23rd September</b>	Study Day-Cambridge/Virtual
<b>Thursday 29th September</b>	Study Day-Hands-on Ipswich
<b>Friday 30th September</b>	Study Day-Hands-on Ipswich

## October 2022

<b>Friday 7th October</b>	Study Day–Cambridge
<b>Thursday 13th October</b>	Study Day-Hands-on Ipswich
<b>Friday 14th October</b>	Study Day-Hands-on Ipswich
<b>Friday 21st October</b>	Early Stage Review–Interviews remotely with TPD
<b>Friday 28th October</b>	Study Day-Cambridge/Virtual

## November 2022

<b>Friday 4th November</b>	Milestone 1 Presentations- Cambridge/Virtual
<b>Friday 11th November</b>	e-Learning (SCRIPT)
<b>Friday 18th November</b>	Study Day–Cambridge
<b>Friday 25th November</b>	e-Learning (e-LfH)

## December 2022

<b>Friday 1st December</b>	Study Day-Hands-on Ipswich
<b>Friday 2nd December</b>	Study Day-Hands-on Ipswich
<b>Friday 9th December</b>	e-Learning (e-LfH + BDA Oral Cancer Toolkit)
<b>Friday 16th December</b>	Last day of Autumn Term-Study Day - virtual

## January 2023

<b>11th January to 3rd February</b>	Practice Visits–virtual or in person with ADEPT by TPD if required
<b>Friday 6th January</b>	Study Day-Cambridge/virtual
<b>Friday 13th January</b>	Milestone 2–APLAN upload submission closes
<b>Friday 13th January</b>	Study Day TBC
<b>Friday 27th January</b>	Milestone 2-APLAN review submission closes
<b>Friday 27th January</b>	AM-Study Day- Joint Schemes-Cambridge/Virtual



## February 2023

**Friday 10th February**

Milestone 2 Presentations- Cambridge/Virtual

**Friday 17th February**

Study Day TBC

**Wed 22nd February**

IRCP

**Thursday 23rd February**

Study Day-Hands-on Ipswich

**Friday 24th February**

Study Day-Hands-on Ipswich

## March 2023

**Friday 3rd March**

Study Day- Cambridge/Virtual

**Thursday 9th March**

Study Day-Cambridge/Virtual

**Thursday 23rd March**

Study Day-Hands-on Ipswich

**Friday 24th March**

Study Day-Hands-on Ipswich

## April 2023

**Friday 7th April (Good Friday)**

No Study Day [e-LiFT-APLAN FD Submission closes]

**Friday 14th April**

Study Day-Virtual

**Friday 21st April**

Study Day-Virtual

**Friday 28th April**

ES DEVELOPMENT DAY

**Friday 28th April**

FD Clinical Audit Submission to Buddy ESs

**Sunday 30th April**

ES Marking Review Complete for e-LiFt on APLAN

## May 2023

**Friday 12th May**

Study Day-Hands-on Ipswich

**Saturday 14th May**

e-LiFT-APLAN FD Re-submission closes

**Friday 19th May**

Clinical Audit Feedback to FD from Buddy ES

**Friday 26th May**

Clinical Audit Presentations-Study Day-Cambridge/Virtual

## June 2023

**Friday 2nd June**

Milestone 3-APLAN submission closes

**Friday 9th June**

e-LiFT-APLAN ES re-mark Closes

**Friday 16th June**

Milestone 3-APLAN Feedback review submission closes

**Friday 23rd June**

Milestone 3 Case Presentation-Study Day-Cambridge

## July 2023

**Friday 7th July**

Celebration Day regional Meeting

**Tuesday 25th July**

FRCP

## August 2023

**Friday 4th August**

Scheme meeting- TBC

**Thursday 31st August**

End of DFT Year





# Educational Supervisors and Foundation Dentists



**Jinesh Vaghela**  
**Fahad Sheikh**  
**Ali Chohan**

Cobbins Brook Dental Practice 28 Honey Lane Watham Abbey Essex EN9 3BT



**Nicole Akuffo**

Newcastle University

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**Anureet Gill**

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**Sachin Sedani**



**Kavi Ravaliya**

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**Melanie Cheung**

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**Chrisoula (Soula) Nicolopoulos**

Together Dental Broxbourne 1 The Precinct, High Road Broxbourne Herts EN10 7HY



**Anjali Gandhi**

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**Nick Barker**



**Hayden Dixon**

Oracle Dental Group 17a Bromley Road Colchester Essex CO4 3JE



**Ryan Hosanee**

University of Plymouth

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**Arnie Dicken**

Riverside Dental Practice 22 The Causeway Bishops Stortford Hertfordshire CM23 2EJ



**Shreya Joshi**

University of Bristol

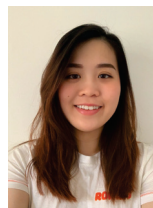
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**Jinesh Vaghela**  
**Ali Chohan**  
**Fahad Sheikh**

Cobbins Brook Smile Clinic 28 Honey Lane Waltham Abbey Essex EN9 3BT



**Shijia Julia Lee**

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**Michael Taylor**

**Arif Jiwa**

Broxbourne Dental Practice 60a High Road Broxbourne Herts EN10 7NF



**Alice Mei Liow**

Queen Mary University of London

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**Hayden Dixon**

**Nick Barker**

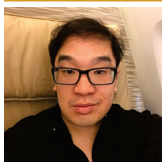
Oracle Dental Group 13a Bromley Rd Colchester Essex CO4 3JE



**Daniel Momeni**

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**Sean Chiang**

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**Rachel Ogunleye**

University of Plymouth

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**Neil Kotecha**

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**Jeeten Patel**

Queen Mary University of London

01923 231803



**Anup Ladva**

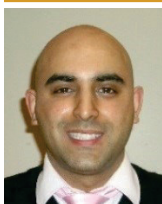
Braintree Dental Studio Unit 4 The square Braintree Essex CM77 7WW



**Thanushika Pooranampillai**

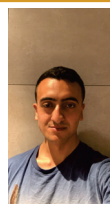
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**Sachin Sedani**

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**Hassan Shinwari**

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**Frederick Fernando**



**Mital Patel**

**Raiyan Tahir**

King's College London

The Walden Dental Clinic 6 London Road Saffron Walden Essex CB11 4ED

09117 390 001

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# Suffolk and North East Essex Scheme Buddy ES Pairings 2022-2023

Foundation Dentist	Educational Supervisor(s)	Buddy ES(s)
Nicole Akuffo	Mohammed Ali Chohan & Fahad Sheikh	Neil Kotecha
Stacey Ashraf	Anureet Gill	Jinesh Vaghela
Melanie Cheung	Sachin Sedani & Kavi Ravaliya	Nick Barker
Anjali Gandhi	Chrisoula Nicolopoulos	Arif Jiwa & Michael Taylor
Ryan Hosanee	Nick Barker	Sachin Sedani & Kavi Ravaliya
Shreya Joshi	Arnie Dickin	Anup Ladva
Shijia Julia Lee	Jinesh Vaghela	Anureet Gill
Alice Mei Liow	Arif Jiwa & Michael Taylor	Chrisoula Nicolopoulos
Daniel Momeni	Hayden Dixon	Sachin Sedani
Rachel Ogunleye	Sean Chiang	Frederick Fernando & Mital Patel
Jeeten Patel	Neil Kotecha	Mohammed Ali Chohan & Fahad Sheikh
Thanushika Pooranampillai	Anup Ladva	Arnie Dickin
Hassan Shinwari	Sachin Sedani	Hayden Dixon
Raiyan Tahir	Frederick Fernando & Mital Patel	Sean Chiang





# 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 certificates 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/](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 **7<sup>th</sup> 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 13<sup>th</sup> January 2023**

**Milestone 3 Upload Deadline 2<sup>nd</sup> June 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 48 hours 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

**Suffolk and North East Essex 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

Jemimah Rowden

Phone: P: 01277 230333 M: 07956 429033

Email: [jemimah.rowden@hee.nhs.uk](mailto:jemimah.rowden@hee.nhs.uk)

### Regional Trainee Support

Email: [DentalTraineeSupport.ME@hee.nhs.uk](mailto: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](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.

**NHSmal account**

## Specification for FD Room

**Size** - Minimum floor area 9m<sup>2</sup>.

**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, 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.





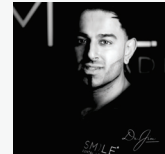
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