

Job Description

Position:	Specialist Registrar in Special Care Dentistry (StR post)
Division:	Royal National ENT and Eastman Dental Hospitals
Responsible to:	Clinical Lead, Clinical Director and Divisional Clinical Director
Reports to:	Educational Supervisor and Clinical Lead
Location:	Royal National ENT and Eastman Dental Hospitals
Hours of work:	10 PAs

Overview of the training programme- Specialist registrar in Special Care Dentistry UCLH

This is a three/four year training programme (based on competency progression) reflects the nature of Special Care Dentistry taking place in a variety of *hospital* and *primary care community* settings.

The integration of clinical training both within the community primary care setting, as well as access to a range of treatment facilities in the hospital secondary care centres ensures that the trainee gains insight and experience as to the continuity of care in Special Care Dentistry.

The trainee will receive supervised clinical training and experience in a variety of hospital and community settings within:

- Special Care Dentistry unit at the Royal National ENT and Eastman Dental (RNTED) Hospitals, University College Hospital, MacMillan Cancer Centre, and National Hospital for Neurology and Neurosurgery (all part of University College London Hospitals NHS Foundation Trust).
- Whittington Health NHS Trust Community Dental Service

Pan London training opportunities will also be available.

Additionally, the trainee is encouraged to undertake postgraduate Diploma in Special Care Dentistry. This is recommendation as part of training and not a requirement.

Formal completion of training will be marked by satisfactory summative assessment and success in the Quad-Collegiate Diploma of Membership in Special Care Dentistry and subsequent entry to the Specialist List in Special Care Dentistry.

Aims of the training programme

UCLH is an NHS Foundation Trust comprising: University College Hospital (incorporating the Elizabeth Garrett Anderson Wing, the Macmillan Cancer Centre and University College Hospital at Westmoreland Street), Royal London Hospital for Integrated Medicine, Royal National Throat, Nose and Ear Hospital, National Hospital for Neurology and Neurosurgery at Queen Square and Cleveland Street, Institute of Sport, Exercise and Health, Hospital for Tropical Diseases, The Eastman Dental Hospital.

Special Care Dentistry is the provision of oral health care services for adults who are unable to accept/receive routine dental care because of a physical, sensory, intellectual, mental, medical, emotional, or social impairment or disability or a combination of these factors.

The clinical curriculum which will be the focus of the training programme is as detailed/available via the GDC website: https://www.gdc-uk.org/docs/default-source/education-and-cpd/dental-specialty-training/specialty-curricula/special-care-dentistry-specialty-training-curriculum-2022_a.pdf?sfvrsn=5f3edf4b_15

A specialist in Special Care Dentistry will provide high quality comprehensive oral care for people with complex and/or additional needs, and advocate to improve their oral health. Care is provided in a variety of locations which can include dental practices, hospitals, in patients' homes, secure settings, and nursing and residential homes.

Outline of the training programme

The sessional commitments for the training programme are summarized in Tables 1 -3. **Of note, the timetable is intended as an outline and may be subject to change.**

The programme involves a minimum of 7 sessions of supervised / taught clinical activity and 2 sessions of professional development. The final session will be determined by the post holders development needs / demands of the service.

Clinical commitments may change to ensure that the trainee obtains a wide range of clinical training in different environments.

Pan London training opportunities will be available and will be matched at appraisal with the trainee's development needs.

Training assessment

1. Logbooks

Trainees are required to keep a logbook of clinical activity.

2. Competency assessment and annual review of competency progression (ARCP)

Mini-CEX (clinical evaluation exercise), DOPs (directly observed clinical skills), CbD (case based discussions) and multi-source feedback (360° assessment) assessment tools will be used to determine the trainee's competence.

The trainee will be formally assessed annually.

3. Completion of training

Completion of training is conditional upon the following:

- Satisfactory examination of the logbook and CV at the end of the training period by the Specialty Advisory Committee.
- Review of the Portfolio of Evidence
- Satisfactory reports from trainers including the assessment forms, ARCP Forms and final written report.
- Success in the Tri-Collegiate Diploma of Membership in Special Care Dentistry

Hospital Based Training

University College London Hospitals NHS Foundation Trust

University College London Hospitals NHS Foundation Trust (UCLH) is one of the most complex NHS trusts in the UK, serving a large and diverse population. We provide academically-led acute and specialist services, to people from the local area, from throughout the United Kingdom and overseas.

Our vision is to deliver top-quality patient care, excellent education and world-class research.

We provide first-class acute and specialist services across eight sites:

- University College Hospital (incorporating the Elizabeth Garrett Anderson Wing)
- National Hospital for Neurology and Neurosurgery
- Royal National ENT and Eastman Dental Hospitals
- Royal London Hospital for Integrated Medicine
- University College Hospital Macmillan Cancer Centre
- The Hospital for Tropical Diseases
- University College Hospital at Westmoreland Street

We are dedicated to the diagnosis and treatment of many complex illnesses. UCLH specialises in women's health and the treatment of cancer, infection, neurological, gastrointestinal and oral disease. It has world class support services including critical care, imaging, nuclear medicine and pathology.

In 2008, a new academic health science partnership – known as UCL Partners (UCLP) – was formed, supporting over 3,500 scientists, senior researchers and consultants, with a combined annual turnover of around £2 billion. By pooling resources and expertise, UCL Partners, which together treats over 1.5 million patients every year, will be able to produce more world-class research in key areas, including cancer and heart disease, and deliver the benefits more rapidly to patients.

UCLP comprises five of London's biggest and best known hospitals and research centres:

- UCL (University College London)
- Great Ormond Street Hospital for Children NHS Trust (GOSH)
- Moorfields Eye Hospital NHS Foundation Trust
- Royal Free London NHS Foundation Trust
- University College London Hospitals NHS Foundation Trust

The services we provide

UCLH provides high quality accident and emergency, general medical and general surgical services to the people who live, work and visit north central London. In addition, the hospital group is home to many specialist services, which attract patients from all over the UK.

Some of the key services are:

- Cancer services
- Infectious diseases
- Neurosciences
- Oral health
- Women's health.

Our Staff

The Foundation Trust has a combined staff of over 8,000. Around 19% are doctors and dentists, 34% nurses or midwives; 14% are allied healthcare professionals; 9% are scientific and technical staff, and the remainder clinical and general managers and support staff. Key services such as catering, portering and domestic services are provided by private sector partners.

Our Patients

Every year we treat close to 100,000 patients in hospital, either as inpatients or day cases. We also see nearly 700,000 outpatients per year. The majority of our patients are from our closest health authority areas: Camden, Islington, Kensington, Chelsea, Westminster and Haringey and the north Thames area in general.

Further information about the Trust, its strategic direction and hospitals can be found on the Trust's Website: www.uclh.nhs.uk

University College Medical School

The Trust is closely associated with University College London (UCL), London's global, multi-faculty university. UCL Medical School (UCLMS) is one of the highest rated medical schools in the country and is a Division within the Faculty of Medical Sciences, UCL School of Life and Medical Sciences (SLMS). www.ucl.ac.uk/slms

The academic activity of SLMS is delivered by four Faculties: Brain Sciences, Life Sciences, Medical Sciences and Population Health Sciences. Activity is largely centred on 3 main sites - the Bloomsbury Campus, the Royal Free Campus and the Whittington Campus. Associated hospitals include Great Ormond Street Hospital for Children, Moorfields Hospital, University College Hospitals (including the National Hospital for Neurology and Neurosurgery, Royal National ENT and Eastman Dental Hospitals), Royal Free Hospital and Whittington Hospital. There are also strong academic links with many other NHS Trusts in Greater London and the South East.

UCLMS provides the curriculum and overview of the teaching for the medical undergraduates. It also offers a wide range of graduate programmes and houses many interdisciplinary research teams. The Medical School has consistently received one of the highest ratings in the UK in the HEFCE research assessments undertaken during the last 12 years.

The Trust has an arrangement with the Medical School to provide clinical teaching for the MBBS undergraduate programme, for which purpose it receives NHS funds from the Service Increment for Teaching (SIFT).

Division of Medical Education (DoME)

The Royal Free and University Medical Schools' Division of Medical Education (DoME) was established in November 2006. The objectives of DoME are to support the seamless high quality education of medical students from admission to graduation, to enhance the status of learning and teaching within the medical school and to support and advise on the relevant facilities and resources underpinning medical education.

Academic Centre for Medical Education (ACME)

The Academic Centre for Medical Education (ACME) is a Research Department within DoME and was established to co-ordinate and support developments in medical education within the Faculty of Biomedical Sciences. ACME draws together a wide range of academic and clinical staff to shape and contribute to the Undergraduate and Postgraduate curriculum at RF&UCMS.

Specialist Hospitals Clinical Board

The Clinical Board for Specialist Hospitals was established in April 2001. It comprises the following directorates:

- The National Hospital for Neurology & Neurosurgery
- The Royal National ENT and Eastman Dental Hospitals
- Women's Health including Elizabeth Garrett Anderson Wing
- Paediatric & Adolescent Services

The Board is the largest in the Trust with over 3,000 staff. It provides specialist services to patients all over the country as well as general services to the local population.

Royal National ENT and Eastman Dental Hospital and Institute for Oral Health Care Sciences

The Royal National ENT and Eastman Dental Hospitals is a Division which sits within the Specialist Hospitals Board led by Dr Tim Hodgson, Medical Director. Although most patients are seen at the Royal National ENT and Eastman Dental Hospital, the hospital is integrated with the main UCLH campus. All theatre day case activity and inpatient care is undertaken on the main campus. The Maxillofacial team is split across the Royal National ENT and Eastman and UCLH site with the oncology work being undertaken at the UCLH site. Both teams work together to foster excellent patient care. There are interface clinics with a number of the medical specialties in the main Trust e.g. Paediatrics and Haematology to ensure that oral health is an integral part of patient care. Jointly with the Maxillofacial team at UCLH, the Royal National ENT and Eastman Dental Hospitals provides trauma cover for surrounding hospitals, namely the Royal Free Hospital, the Whittington Hospital, St Mary's Hospital and Great Ormond Street Hospital for Children.

The Hospital is closely affiliated with the Institute, which is part of University College London and together they are known as the 'Eastman'. The Institute is a unique postgraduate centre for oral health care sciences offering first class research, teaching and clinical training and jointly the Eastman is able to enhance the experience of those working and training at the forefront of clinical research and patient care. The hospital also incorporates the School of Dental Hygiene and Dental Therapy and the School of Dental Nursing which have recently merged offering high quality training for all members of the dental team. The training experience of all is enriched by the high demand on our services. Approximately 80,000 patients are seen annually as outpatients in the Eastman Directorate.

Clinical Departments (Units)

- **Growth and Development:** which comprises orthodontics, orthognathics and paediatric dentistry
- **Oral Surgery**
- **Dental Medicine:** which comprises Oral Medicine & Facial pain, and Special Care Dentistry
- **Restorative:** which comprises fixed and removable prosthodontics (including conservative dentistry), endodontics, implantology, periodontology, and training for dental care professionals

The clinical Department/Units cover all aspects of dentistry and medically related fields. In addition to the traditional subjects novel academic departments supporting clinical advancements and new areas of training include:

- Biomedical Informatics
- Continuing Professional Development
- Information Technology
- Primary Care Dentistry

Various training programmes are available including several which are recognised as contributing to specialisation. These include:

- Conservative Dentistry
- Dental Implantology
- Endodontics
- Oral and Maxillofacial Surgery
- Oral Medicine
- Oral Pathology
- Orthodontics
- Paediatric Dentistry
- Periodontology
- Prosthodontics
- Special Care Dentistry
- Surgical Dentistry

Research Facilities

The Institute has extensive dedicated research facilities on site readily accessible to clinicians with an interest in research as well as those employed as researchers. There are facilities for:

- Anaerobic Bacteriology
- Impedence Measurement
- Materials Testing
- Nucleic Acid Technology
- Tissue and Cell Culture

Collaborative research is encouraged within UCL and beyond.

Other Facilities

The Institute and Hospital have been steadily improving facilities and technology to enhance the learning environment. As part of UCL there are also close links with other units within the university.

The Eastman Continuing Professional Development Unit is a dedicated training facility based just a short walk away. Challenging short courses and longer programmes are available for all members of the dental team in modern teaching facilities, which include lecture theatres, seminar rooms and two state of the art hands-on skills laboratories.

Special Care Dentistry at UCLH

Special Care Dentistry sits in the Division of Dental Medicine. It has a first class reputation for its service delivery, teaching and research activities both nationally and internationally.

The department provides advice and treatment often of an advanced nature for patients, referred by general dental practitioners, community dental officers and other hospitals and departments within the Eastman and UCLH. The Department is devoted to the concept of optimal patient care in the context of teaching and research as well as providing an efficient and effective service to the referring practitioner and patients.

The service delivery is closely integrated with the educational activities of the Department, which include the training of the Specialty Trainee in Special Care Dentistry and postgraduate dentists undertaking their Masters in Special Care Dentistry.

The special interests of the department lie in the dental management of patients with medical issues, including a dedicated haematology service, and patients with significant behavioural issues and severe learning disabilities. Care is provided using cognitive behavioural therapy, hypnosis, oral, inhalational, intranasal and intravenous sedation, day stay general anaesthesia and inpatient general anaesthesia as required.

The main aim of the clinical training programme will be to ensure that the specialty trainee acquires the necessary clinical competencies commensurate with their stage of clinical training.

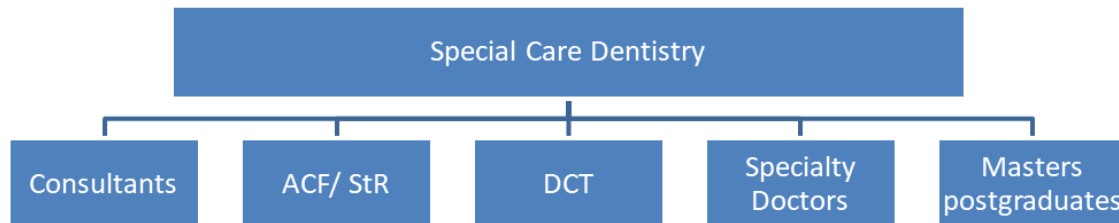
The UCLH rotation offers first class specialist training opportunities in Special Care Dentistry and meets College curriculum requirements in this specialty. The clinical component of this post will follow the outline of the curriculum set by the Special Care Dentistry Specialist Advisory Committee in conjunction with Health Education England. There will be training in all aspects of Special Care Dentistry in line with the specialty trainee's training needs and is set over a period of 3 years. Additionally, the programme offers opportunities for interaction with NHS trainees, postgraduate students and research students.

Regular appraisal and assessment will be undertaken as a two-way process, both to ascertain that satisfactory progress is made by the specialty trainee and to ensure that each post provides good educational experience, and is an enjoyable experience. Milestones for clinical competencies will follow those for clinical trainees in accord with specialty-specific curricula.

Key working relationships

The trainee will be professionally and managerially accountable to the Divisional Clinical Director in relation to all duties and responsibilities carried out while working for the UCLH.

The post holder will work under the direction of the Consultants in Special Care Dentistry and be directly responsible to the Clinical Lead in Dental Medicine.



Divisional Clinical Director Royal National ENT and Eastman Dental Hospital

- Dr. Deborah Bomfim

Clinical Director Medicine

- Fatimah Alsayer

Clinical Lead (Dental Medicine)

- Dr. Mysa Al-Fozan

Educational Supervisor

- TBC (Navdeep Kumar/Fatimah Alsayer/Mysa Al-Fozan)

Clinical Supervisors

- Dr. Navdeep Kumar
- Miss. Fatimah Alsayer
- Dr. Mysa Al-Fozan
- Miss. Hana Cho
- Mrs. Maria Ktorides
- Mr. Hamza Hossenally

Clinical training

The trainee will receive training in the clinical management / provision of the full range of general dental services to adults with complex medical problems and disabilities, including:

- Severely medically compromised patients
- UCLH haematology patients (screening and emergency)
- Individuals requiring behavioural management support, hypnosis and / or sedation
- Individuals with severe learning disability seen for care under general anaesthesia at UCH / NHNN

The trainee would be expected to carry out the full range of dental care to a standard associated with good quality primary dental care i.e. minor oral surgery, preventive restorative, endodontic, prosthodontic dentistry and periodontology,

1. Professional Development

The trainee will be appraised and their academic requirements assessed. Study leave will be provided on review of their personal development plan.

2. Appraisal

The trainee will be appraised by the trainers on a regular basis in relation to the work in order to identify personal development needs.

3. Contractual status

The trainee will hold a Contract with UCLH based on the job description of the Specialty Trainee in Special Care Dentistry. These contracts will require Occupational Health and DBS clearance before commencement of clinical duties.

The trainee will be expected to be knowledgeable and work within UCLH policies.

4. Key Result Areas

The post holder will be expected to keep a record of the number of patients seen and produce the data on a monthly basis such that the annual activity target is met. He/she will also be expected to play a key role in the projection for the annual activity target and provide guidance for the activity planning in this area.

5. Quality Assurance & Safety

- Develop audit standards and implement them such that all teams are following these
- Ensure that all notes are written legibly with the details of procedures
- Develop data collection forms to enable careful tracking of sedation provision and any variations
- Conform to the incident reporting guidelines
- Maintain an awareness of the ongoing changes in relation to special care dentistry.
- Deliver the patient output to ensure that targets are met
- Contribute towards developing, monitoring and reviewing the service including preparing reports as required
- Undertake any training necessary to fulfil duties of the post including mandatory training in basic life support, fire training and data protection.

6. Administrative:

- Deal with complaints efficiently and effectively in line with Trust guidelines
- Attend all departmental/divisional and hospital meetings
- Produce effective communication with all users of the service including referrers

7. General

- To adhere to the UCLH Service Commitment "Putting Patients First" and adopt a professional approach to customer care at all times.
- To comply with the Trust's Equal Opportunities Policy and treat staff, patients, colleagues and potential employees with dignity and respect at all times.
- To take personal responsibility for promoting a safe environment and safe patient care by identifying areas of risk and following the Incident, Serious Incidents and Near Misses reporting policy and procedure.

- To take personal responsibility for ensuring that UCLH resources are used efficiently and with minimum wastage, and to comply with the Trust's Standing Financial Instructions (SFIs).
- To comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, use of personal protective equipment and safe disposal of sharps.
- To be aware of and adhere to all Trust policies and procedures, the Health and Safety at Work Act and the General Data Protection Regulation.
- To maintain confidentiality at all times.

Community Based Training

1. Overview

The Whittington Health NHS Trust Community Dental Services provides training from 21 sites across North West London boroughs, in Barnet, Brent, Camden, Islington, Harrow, Hounslow, Haringey and Enfield. Specific locations for training include:

- Hornsey Rise Health Centre, Beaumont Rise, London N19 3YU
- Gospel Oak Health Centre, Lismore Circus, London NW5 4QD
- Kentish Town Health Centre, Bartholomew Road, London NW5 2BX
- Domiciliary care in private homes, nursing homes, sheltered housing, hospital wards and hospices. Domiciliary kits are available for this purpose.
and Secure Units

2. Clinical Director / CDS Programme Director

- Dr. Richard Valle-Jones

3. Clinical Supervisors

- Mrs. Maria Ktorides
- Mr. Hamza Hossenally

4. Facilities

- Modern two / three –surgery clinics based in community Health Centres
- Wheelchair access
- Manual handling aids which help with dental chair transfer and clinic wheelchairs
- Wheelchair recliners and bariatric bench
- Electronic patient records and EDI
- Experienced Dental Nurse support including sedation trained and qualified
- Full facilities for intra-oral radiographs including beam-aiming devices
- OPT radiographs
- Full facilities for conscious sedation - oral, intravenous and inhalation
- Domiciliary equipment including portable operative units

There is a wider administrative support team of Dental Nurse Managers, Dental Administrator and departmental secretary. Office facilities and access to a computer are available.

5. Clinical training

The adult patients seen in Whittington Health NHS CDS generally come under the following broad categories:

- Adults with moderate and severe learning disabilities
- Adults with complex medical conditions that require special provision. Some examples are haematological disorders, blood-borne viruses such as HIV and Hepatitis C, neurological conditions, cardiac patients, transplant patients, patients on dialysis, patients on anticoagulants, immuno-compromised patients, patients on steroids, patients on bisphosphonates
- Adults with profound physical disabilities
- Adults with mental health problems
- Frail older people
- Older people with mental health problems
- Housebound patients
- Palliative care patients
- Anxious and phobic patients
- Adults with multi-system disorders
- Socially excluded people, for example, homeless people, recent migrants, substance misusers who may have been refused care in the GDS

These patients are referred by GPs, GPs, hospital consultants in addition to those referred by key workers in the health, local authority and voluntary sectors. The trainee would be expected to carry out the full range of dental care to a standard associated with good quality primary dental care i.e. minor oral surgery, preventive restorative, endodontic, prosthodontic dentistry and periodontology.

The trainee will also be introduced to sedation techniques (inhalational, oral and intravenous), and the adjunctive behavioural management techniques.

6. Needs assessment: epidemiology and screening

The trainee will be involved in and have the opportunity to carry out screening, needs assessment and surveys of populations that may require special care, e.g. residents in long stay hospitals, care homes and clients of day centres.

7. Oral health promotion

The trainee will have the opportunity to develop skills in the area of planning and implementation of oral health promotion programmes for a range of special care groups. This will involve collaboration with the wider health and care community and development of an understanding of the social context of disability and special care dentistry issues.

8. Clinical Governance

- The trainee will contribute to the development of Clinical Governance within the Trust including the development of quality standards, guidelines and risk management policies appropriate to the specialty
- The trainee will have the opportunity of carrying out a relevant audit project
- The trainee will be expected to comply with standards arising from Clinical Governance activities including Infection Control

- The trainee will contribute to the development of Patient and Public Involvement in the Trust including the implementation of Patient Experience Surveys

The trainee will be expected to participate in the Trust's mandatory training programmes that include: Equality and Diversity, Managing Violence and Aggression, Adult Safeguarding, Health and Safety, Manual Handling, Information Governance, Resuscitation & use of AED Medical Emergencies Fire Training, Infection Control.

9. Additional areas of training

- Communication and liaison with other care professionals who have a role in the care of disabled people e.g. social care workers, GMPs, learning disability teams, community health teams (speech and language therapists, physiotherapists, dieticians) This may involve referrals, discussions and multi-disciplinary planning.
- Meetings with service users, advocates and voluntary groups that represent adults with disabilities in the community. The development of partnership working and excellent patient experience are key aims of Whittington Health.
- Clinical advice, support and liaison with other dental professionals e.g. community dentists, general dental practitioners and Dental Care Professionals
- Tutorials with their CDS trainer and, where relevant to their training, other CDS staff such as the Specialist in Paediatric Dentistry regarding the transfer of children with special needs into adult care services.
- Presentations to staff, users, commissioners and other providers on the needs and treatment of adults requiring special care
- Meetings and tutorials regarding the commissioning and provision of services for adults requiring special care dentistry.
- Tutorials regarding an understanding of the new policy and commissioning environment in London around themes relevant to Special Care Dentistry: specifically access, inequality and integrated care services across primary and secondary care.

Provisional Timetable (subject to training needs)

	MONDAY HOSP	TUESDAY HOSP	WEDNESDAY HOSP	THURSDAY CDS	FRIDAY HOSP
AM	PATIENT ADMINISTRATION	TREATMENT CLINIC RNTENDED	TREATMENT CLINIC RNTENDED	TREATMENT CLINIC COMMUNITY DENTAL SERVICES	TREATMENT CLINIC RNTENDED
PM	ASSESSMENT/ TREATMENT CLINIC RNTENDED	TREATMENT CLINIC RNTENDED	PROFESSIONAL DEVELOPMENT / ADMINISTRATION	TREATMENT CLINIC COMMUNITY DENTAL SERVICES	SERVICE IMPROVEMENT / ADMINISTRATION