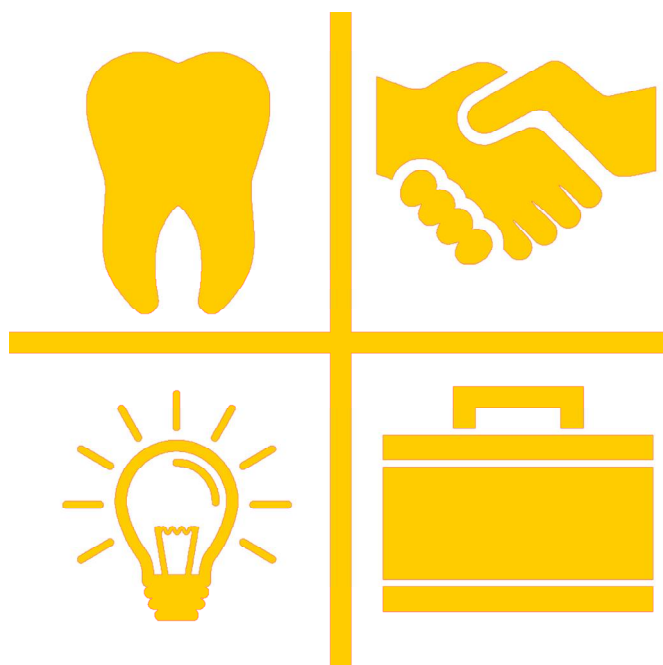


# Basildon Dental Foundation Training Scheme

Scheme Handbook 2019—2020

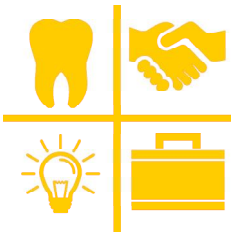


Developing people  
for health and  
healthcare

[www.hee.nhs.uk](http://www.hee.nhs.uk)

Education Centre, Basildon Hospital





# Basildon Dental Foundation Training Scheme

“ Welcome to the  
Basildon Dental  
Foundation Training  
Scheme”

This Handbook is to provide you with information about the Scheme and how Dental Foundation Training functions. It is meant to be used in conjunction with the programmes which will be issued for each of the three terms, Autumn, Spring and Summer, and also the National DFT Handbook.

In this handbook there is a section about Health Education England—East of England and the people who make up the Dental Foundation Training organisation. There is also a section about our base at Basildon Hospital Education Centre.

The year of Dental Foundation Training is a very valuable one during which you have the chance to gain wonderful experience in the provision of excellent dental care within a general dental practice setting. You will learn many things, and you will find yourself in many challenging situations. However, it is also meant to be fun.

Those who have undertaken Dental Foundation Training before you have found it to be a tremendous experience and they are always sad when they realise that their year is ending. You are at the start of your year and all is ahead of you. Let us work together to make it an excellent year for you.

# Health Education England

East of England



## Health Education England East of England

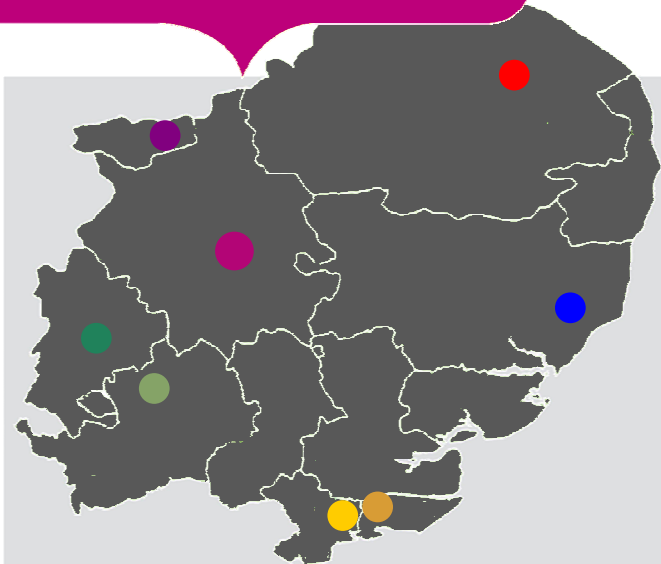
2-4 Victoria House,  
Capital Park,  
Fulbourn,  
Cambridge. CB21 5XB  
☎ 01223 597768

## The Regional Team at Victoria House

**Regional Dental Administrator**

**Mrs Patti Bradshaw**

✉ [DCT.ME@hee.nhs.uk](mailto:DCT.ME@hee.nhs.uk)



## Dental Foundation Training Schemes and

## Training Programme Directors in East of England

### ■ Basildon

#### **Dr Anil Patel**

Bricketwood Dental Practice  
65 Oakwood Road  
Bricket Wood  
St Albans AL2 3QB

### ■ Essex Coast

#### **Jemimah Rowden**

Homewood Dental Practice  
21 Shenfield Road  
Brentwood  
Essex CM15 8AG  
☎ 01277 220147



# Health Education England

East of England

## Education Centre

Basildon Hospital, Nethermayne,  
Basildon.  
SS16 5NL

☎ 01268 524900 Ext 3915

💻 [Janet.Ferriter@btuh.nhs.uk](mailto:Janet.Ferriter@btuh.nhs.uk)



**Associate Director of  
Organisational Development**

**Penny Newman**

**Dental Administrator**

**Mrs. Janet Ferriter**



## Training Programme Director

**Dr Anil Patel** BDS MJDF RCS (Eng) PgCert MSc,MA, MAcadMED, ILM

Bricketwood Dental Practice

65 Oakwood Road

Bricket Wood

St Albans AL2 3QB

☎ Mobile: 07956 917070

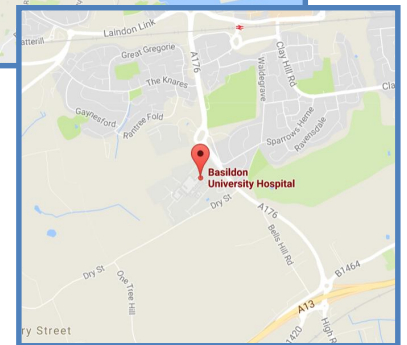
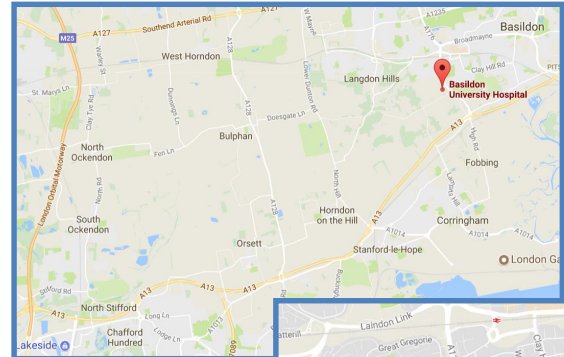
💻 [anilsuni@aol.com](mailto:anilsuni@aol.com)

# Basildon Hospital Education Centre



## Basildon University Hospital

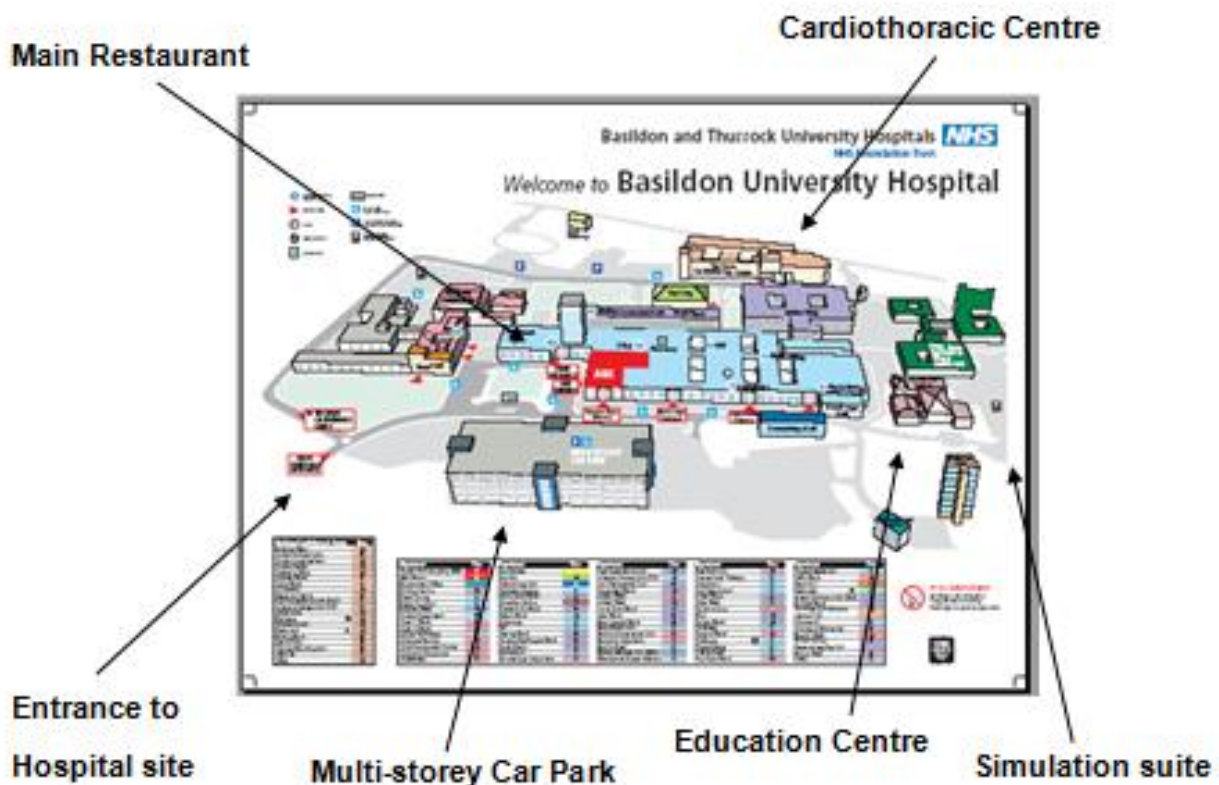
site is approximately one mile north of the A13 Basildon exit. The Hospital is well signposted. Car parking is available at £10.00 for the day and **YOU MUST RETAIN YOUR PARKING TICKETS** in order to claim the cost. The car park is a 5 minute walk from the Education centre.

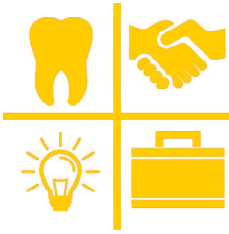


When you exit the car park you will see A&E directly in front of you, turn to the right and follow the path, you will pass OUTPATIENTS on your left, then DERMATOLOGY on your right, keep following the path and bear to your left at the small roundabout, you should now be able to see the EDUCATION CENTRE on the right.

**The Education Centre** is where most of our day release courses will be held. There is a Costa Coffee in the social area where you can eat lunch, alternatively, there is a large restaurant in the main hospital

Basildon and Thurrock University Hospitals  
NHS Foundation Trust  
Nethermayne, Basildon  
Essex SS16 5NL  
Switchboard: [01268 524900](tel:01268524900)





# Basildon Hospital Education Centre

**The Simulation Suite** is located on the Doctors campus that is just after the Dermatology Unit and to the right of the Education Centre. There are two teaching rooms and the Dental room which has 13 phantom head units. Our “hands on” days will be carried out here.

There is also an Education suite in the Cardiothoracic centre that is at the back of the main hospital building and this can be accessed through the hospital.



**Simulation Suite**

**Education Centre**



**Dental Room, Simulation**



**Cardiothoracic Centre**





# Study Days



Your Study Days are 30 days during the Dental Foundation Training year when you meet with the other members of your Scheme. They are planned to help you in many areas, including the intricacies of the National Health Service and the more advanced clinical and treatment planning skills required for successful practice.

Most of the courses are based at the Education Centre, Basildon, but there are several opportunities for visits to dental practices, dental companies and conferences. Most study days will include a 'problem solving' session where problems of a clinical or interpersonal nature can be discussed with your peers. It is amazing how many people have the same difficulties.

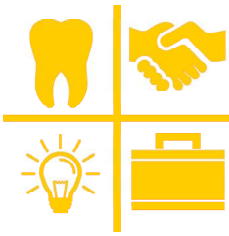
The structure of the course is not rigid and will be influenced by the FDs, so speak to the Training Programme Director and see what can be done to accommodate your wishes. Study days are not generally lectures but discussions, so your full participation and preparation for them is a must. Attendance at these Study Days is compulsory. Your completion certificate will depend on it.

Enjoy your year - it will be like most things: the more you put into it, the more you will get out! Problems can and will be sorted out quickly if they are identified, so speak to your Educational Supervisor or your Training Programme Director - they are there to help.

## Important points to remember

1. If you are ill, please telephone the Training Programme Director - this can be the only reason for not attending. Please organise holidays, interviews and other personal arrangements outside term times. A session missed will have to be made up after discussion with your TPD
2. Preparation for each Study Day is vital for your full participation - it may make a good topic for the preceding week's 'in practice' tutorial with your Educational Supervisor.
3. The start time for each day is indicated in the programme. It is worth remembering that this is the time at which the first session will begin and that you will be expected to be present before the start time. Late arrival at a session may well mean that you are recorded as being '*not present*' for the session.
4. Dental Foundation Training is training for membership of a profession. Accordingly, professional standards of dress are expected at the Study Day.
5. A record of attendance will be kept. Non-attendance could prevent certification of completion of DFT.





# Problem Solving



A problem shared  
is a problem  
halved”

During the Foundation Training year there will be many opportunities for problems to arise. These may range from the ‘crowns that never fit’ to the ‘DSA who never seems to do what is needed’. 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.

For clinical problems, sometimes the speaker at the Study Day will be the expert able to answer the difficult question. You are recommended to bring along to the study days clinical problems that may need to be shared.

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; a telephone call to your TPD’s Practice or home may allow early resolution of a problem and help prevent a great deal of worry.

The Foundation Training Group is also a powerful force for resolution of problems. Opportunities for group discussion occur in nearly every session of the Study Day. Sharing difficulties, problems or concerns with the other members of the group often brings to light examples of the same problem that have been experienced by others, and answers can often be found and discussed. Naturally openness and frankness is usually required, but all members of the group will respect our rule of confidentiality outside the sessions.

If you have a problem that you do not wish to discuss with the group, please always feel free to bring it to your Training Programme Director and a mutually convenient time for discussion can be arranged.

During the week your Training Programme Director can be contacted at:

**Dr Anil Patel**

☎ Mobile: 07956 917070

💻 [anilsuni@aol.com](mailto:anilsuni@aol.com)

# Expenses Claims

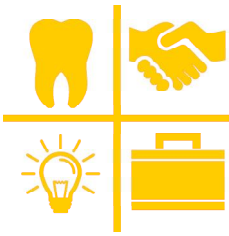


For payment of Dental Foundation Training claims, Foundation Dentists must adhere to the following guidance:

- ◇ 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. This 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 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). Where passengers are being claimed for, their full names, contract number and performer number is required.
- ◇ FDs should only travel 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.
- ◇ There are **no instances with the Midlands & East DFT training year where overnight accommodation is claimable** therefore no claims for accommodation or evening meal allowance should be made. NHS England will report any such claims to HEE.
- ◇ 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 to 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.

Don't forget to keep a copy of each claim form





# Travel and Subsistence

Don't forget to  
keep a copy of  
all of your  
receipts.....

## Day Subsistence Allowances

For absence of 5 - 10 hours

Lunch (applicable when more than five hours away from practice, including the times between 12.00—2.00 pm) = £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.

**£5.00**

## Mileage Allowances

Dentists using their own vehicle (shortest practicable route between practice and place visited (or actual distance travelled if less) - 24p per mile: dentists carrying one of more named eligible dentists to the same course—additional 5p per mile.

For each mile:

**24.0 pence per mile**

Passenger allowance (*per passenger attending same course*):

**5 pence per mile**

Public Transport

**2nd Class Fare** (*ticket / receipt required*)

Claim forms should be sent to you NHS Local Area Team via email or post; your ES will know which LAT your practice falls within.

**Claims should not be sent to HEE**



# Educational Supervisors and Foundation Dentists



**Neil Mehta**  
**Dennis Gantzias**

Lister House Dental Centre, Perry Road, Harlow, Essex, CM18 7LT



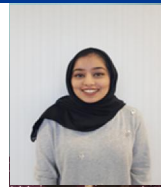
**Sai-Vivek Mehta**

☎ 01279 430 101



**Bhupesh Patel**  
**Promodh Datta**

Grays Dental Care, 65/67 High Street, Grays, Essex, RM17 6NX



**Syeda Shamim**

☎ 01375 892166



**Frederick Fernando**  
**Mital Patel**

Saffron Walden Dental Care, 6 London Road, Saffron Walden, Essex, CB11 4ED



**Shria Radia**

☎ 01799523194



**Kunju Patel**  
**Tushar Patel**

Brickfield Dental practice, First floor, 10 Brickfields Road, South Woodham Ferrers, Essex, CM3



**Hinali Patel**

☎ 0844 576 9911



**Jacqueline Jameson-Savill**  
**Mehreen Hussain**

Simply Teeth, 83 Lampits Hill, Corringham, Essex SS17 9AB



**Suriya Shah**

☎ 01375 673 228



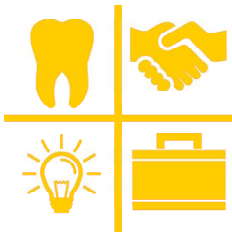
**Tara Barry**  
**Daniel Caldwell**

Benfleet Dental Studio, 3 Downer Road North, Benfleet, Essex, SS7 3EG



**Shoba Sriram**

☎ 01268 565155



# Educational Supervisors and Foundation Dentists



**Urvi Shah**  
**Ben Marion**



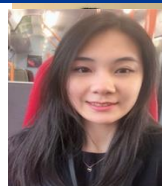
**Jasprit Sagoo**

Hoddesdon Dental Surgery, 44 High Street, Hoddesdon, Hertfordshire EN11 8DA

☎ 01992 462 043



**Promodh Datta**  
**Bhupesh Patel**



**Tingyu Chen**

Grays Dental Care, 65/67 High Street, Grays, Essex, RM17 6NX

☎ 01375 892166



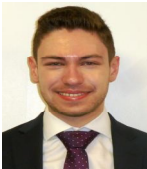
**Sanjay Sareen**  
**Sunny Sareen**



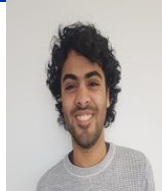
**Chandni Nakum**

Smile Dental Centre, 438 Whitmore Way, Basildon, Essex, SS14 2EZ

☎ 01268 520555



**Stephen Denny**  
**Robert Coveney**  
**Ben Marion**



**Raiyan Mubeen**

The Benfleet Dental Clinic, 174 High Road, Benfleet, Essex, SS7 5LD

☎ 01268 755357



**Mahendran Rajeevan**



**Nadia Nadim**

Addison Dental Practice, Chadwick House, Hamstel Road, Harlow, Essex, CM20 1DP

☎ 01923 231803



**Hardik Patel**  
**Satin Patel**



**Asha-Luul Yussuf**

Valley Dental Practice, 83 Loughton Way, Buckhurst Hill, Essex, IG9 6AS

☎ 020 8504 5787



# Calendar 2019-2020



## 2019

### Autumn Term

Friday 6th September **First Day of Autumn Term**

Friday 13th September

Friday 27th September

Friday 11th October

**Educational Supervisors present from 9am**

Thursday 31st October

Friday 1st November

Friday 8th November

Friday 6th December

Friday 13th December **Last Day of Autumn Term**

Clinical Refresher in Dental Practice

Holiday Inn, Festival Leisure Park, Basildon

Education Centre, Basildon

Milestone One, Education centre, Basildon

**Educational Supervisors meeting 1-2pm**

Dental Room, Simulation suite

Early Stage Reviews (ESR) via Skype

Education centre, Basildon

Dental Room, Simulation suite

Education centre, Basildon

### Spring Term

Friday 24th January

Friday 7th February **First Day of Spring Term**

**ES MEETING 1-2PM - ES ATTEND WHOLE DAY**

Friday 14th February

Friday 21st February

Friday 28th February

Friday 6th March

Friday 20th March

Friday 27th March **Last Day of Spring Term**

**ES MEETING 9am-10am - ES ATTEND WHOLE DAY**

Online Study Day

Milestone Two, Education centre, Basildon

First 12 Foundation Skills

**B2/B3, Education centre**

Composite Layering Techniques, Dental Room, Simulation suite

Rules & Regulations/Treatment Planning, Education centre, Basildon

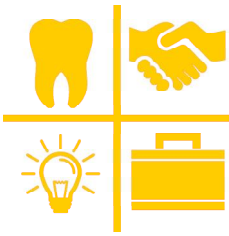
Online Study Day

Dental Ethics & Complaints Handling, Education Centre

Posts, Cores & Bridges, Simulation suite

Audit/CbD, Education centre, Basildon

**A1/B1, Education centre**



**2020**

## Summer Term

**APRIL**

**12 Foundation Skill Topic  
Submission by Email**

**MAY**

**Completed marking of Founda-  
tion Skills by ESs**

**Friday 1st May First Day of Summer Term**

Online Study Day

**Thursday 14th May**

Periodontal Overview, Dental Room, Simu-  
lation suite

**Friday 15th May**

Radiography/Orthodontics, Education Cen-  
tre, Basildon

**Thursday 21st May**

Online Study Day

**Friday 22nd May**

Anterior Crowns, Dental Room, Simulation  
suite

**Friday 29th May**

**BDA, London**

**Friday 5th June**

Online Study Day

**Friday 12th June**

Occlusion made simple, Dental Room, Sim-  
ulation suite

**Thursday 18th June**

Oral Surgery, Dental Room, Simulation  
suite

**Friday 19th June**

Managing Anxious Patients/Team Working  
in the Dental Surgery, Education Centre,

**YOUR DENTAL NURSE WILL BE INVITED TO COME ALONG FOR THE ABOVE SESSIONS**

**Friday 26th June**

Community Outreach Day

**Friday 3rd July**

Milestone Three, Education Centre, Basil-  
don

**ES MEETING 9am-10am - ES ATTEND WHOLE DAY**

**A3/B1, Education centre**

**Friday 10th/17th July Last Day of Summer Term**

Celebration, Leicester (Date TBC)