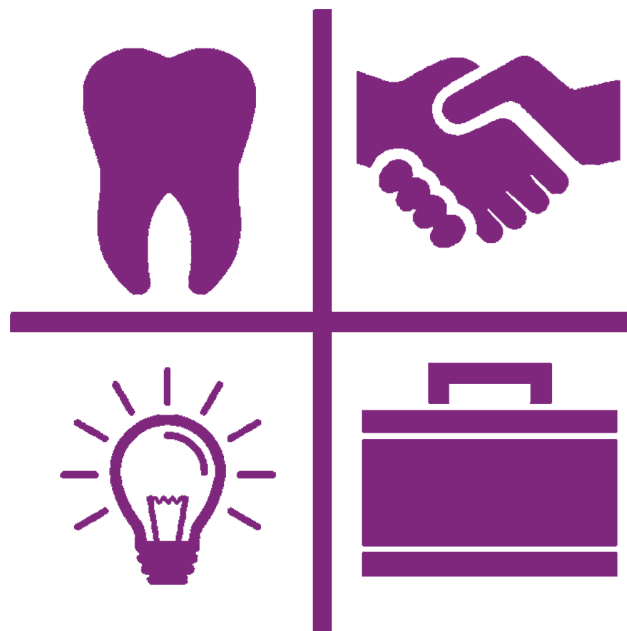


Cambridgeshire and Peterborough Dental Foundation Training Scheme

Autumn Term Programme 2021-2022





Cambridgeshire and Peterborough Dental Foundation Training Scheme

The Postgraduate Medical Centre (PGMC)

Deakin Centre, Level 1, 111 Hills Road, Cambridge, CB2 0QQ

Tel: 01223 256562

Prince William Education Centre (PWEC)

Kettering General Hospital, Rothwell Road, Kettering, Northamptonshire, NN16 8UZ

Tel: 01563 491184

Regional Postgraduate Dental Dean

Andrew Dickenson

Regional Deputy Postgraduate Dental Dean, Early Years

Deborah Manger

Associate Dental Dean for Regional Trainee Support

Fleur Kellett

Regional Dental Account Manager

Rivie Mayele-Tamina

Regional Dental Faculty Support Officer

Patti Bradshaw, Jemma Brighton

Regional Faculty Support Administrator

Peta Wright, Kapil Nandha

Postgraduate Centre Manager

Mary Archibald

Scheme Administrator

Jana Barnard (Cambridge)

Jenny Rolfe (Kettering)

Training Programme Director

Uday Patel

BDS LDS RCS MJDF Pg Cert Dental Ed. MA
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2-4 Victoria House | Capital Park |
Fulbourn | Cambridge | CB21 5XB

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Cambridgeshire and Peterborough Dental Foundation Training Scheme

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Cambridgeshire and Peterborough Dental Foundation Training Scheme

The Postgraduate Medical Centre (PGMC)



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.

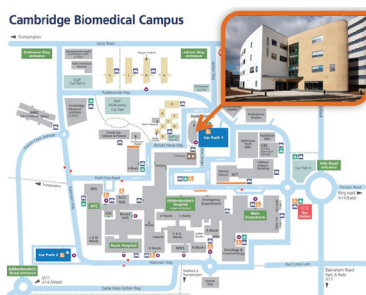
We are situated to the south of the historic city of Cambridge, at the heart of Addenbrookes Hospital Biomedical Campus.

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.



Location and Map



The biomedical Campus is well served by the following public transport methods: Bus/ Train and Guided Busway from the Trumpington Park and Ride Facility

It also houses 2 multi-story car parks, one adjacent to the Deakin Centre.



Cambridgeshire and Peterborough Dental Foundation Training Scheme

Prince William Education Centre (PWECC)

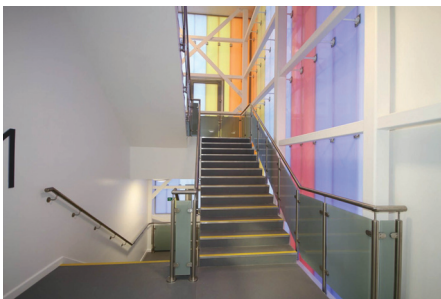


Prince William Education Centre (PWECC) is situated on the Kettering General Hospital site

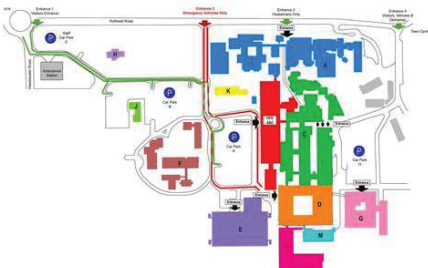
Our dental clinical skills developing lab include a training systems and equipment that are designed to use for a wide variety of teaching and assessment purposes.

The training lab also offers dental students a technologically advanced, personalized learning experience by providing an ideal interactive environment for both instructors and students. Each student workstation contains phantom heads giving students the best virtual patient care experience possible in a non-clinical setting.

We have on site catering facilities, which serves hot and cold food (Baquetteaway), as well as a Costa Coffee and a WE CARE café which provides hot drinks.



Location and Parking



Car parking is available at the hospital - Car Park B would be the nearest option for the centre - this is charged at £15 for the day.

The nearest entrance to the centre will be via Centenary Wing, go down the slope turn right and the centre is first on the left. Alternatively Kettering Train Station is a 10/15 minute walk away.

Refer to map (left)- C



Autumn Term

Venues and Subjects

Wednesday 1st September

Scheme Induction (Part 1)
Clinical Skills Refresher- Hands On

Prince William Education Centre, Kettering

Friday 10th September

Regional Induction- Welcome and Introduction
Using the Dental ePortfolio
Introduction to the GDC
The NHS Business Services Authority

Virtual Remote Learning Platform - Links to be confirmed.

Friday 17th September

NHS Rules and Regulations
Scheme Induction (Part 2)

Virtual Remote Learning Platform - Links to be confirmed.

Friday 24th September

Teamwork

Virtual Remote Learning Platform - Links to be confirmed.

Friday 8th October

Clinical Photography
e-Learning for Health

Virtual Remote Learning Platform - Links to be confirmed.

Tuesday 26th October

Treatment Planning

Virtual Remote Learning Platform - Links to be confirmed.

Friday 29th October

Composites- Hands On

Prince William Education Centre, Kettering

Friday 12th November

Paediatric Dentistry
Orthodontics

Virtual Remote Learning Platform - Links to be confirmed.

Thursday 25th November

Periodontology

Virtual Remote Learning Platform - Links to be confirmed.

Friday 26th November

Endodontics Part 1- Hands On

Prince William Education Centre, Kettering

Friday 3rd December	Oral Surgery	<i>Prince William Education Centre, Kettering</i>
Friday 10th December	Milestone 1 - Emergency Case	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
Wednesday 15-17 December	Communication Skills	<i>Virtual Remote Learning Platform - Links to be confirmed.</i>
Friday 17th December	Prosthetics- Hands On	<i>Prince William Education Centre, Kettering</i>

Important Dates and Deadlines

Early Stage Review	Friday, 29 October 2021
Milestone 1 Presentation	Friday, 10 December 2021
PSQ	TBC
MSF	TBC
Milestone 2 Presentation	Friday, 25 February 2022
Audit Report	Friday, 28 January 2022
eLiFT	Friday, 1 April 2022
Milestone 3 Presentation	Friday, 10 June 2022



Wednesday 1st September

Prince William Education Centre, Kettering

Day Session

09.30

Scheme Induction (Part 1)

CPD Hrs = 3

Speaker: Uday Patel

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



12.30

Lunch

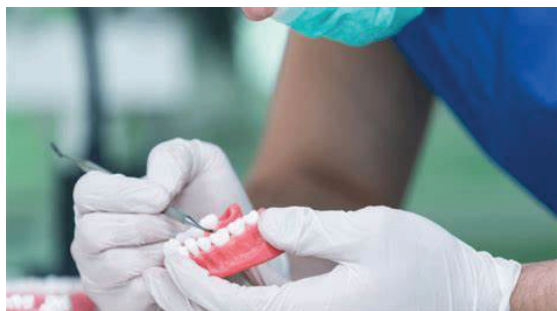
13:15

Clinical Skills Refresher- Hands On

CPD Hrs = 3

Speaker: Rahendra Naidoo

General Dental Practitioner & Educational Supervisor



Objectives

- To give Foundation Dentists the opportunity to revisit many straight forward clinical techniques and processes and to refresh the skills learned at dental school, before starting in practice.
- To give all Foundation Dentists and opportunity for peer review of operative technique
- To identify those Foundation Dentists who may need additional support at the start of the training year.

Learning Content

- ContentTo refresh and optimise skills in cavity and crown planning, design, preparation, and caries removal by practical experience.
- To gain experience in placement, carving and finishing of amalgam and composite resin restorations.
- To identify through experience and peer review areas of experiential or learning need across a wide range of techniques.

GDC Outcomes: A B C D

16.15

End



Friday 10th September

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.00

Regional Induction- Welcome and Introduction

CPD Hrs = 6

Deborah Manger

Regional Deputy Postgraduate Dental Dean, Early Years



This session is a welcome to all the new Foundation Dentists in the Midlands and East Region 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, APlan and the HEE-M&E website.
- 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 their peer group and Midlands & East 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.

GDC Outcomes: A B C D



14.00

End

10.00

Using the Dental ePortfolio

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

Elena Scherbatykh

Policy Manager · General Dental Council



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

12.30

The NHS Business Services Authority



The NHS BSA support those essential providers of services to the NHS, dental providers and performers. They are responsible for processing all the claims we make in practice for the treatment that we provide for our patients; a total of over 43.6 million dental claims per year.

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

Today's webinar will give us insight into the work of the BSA and requirements of the NHS Dental Regulations which direct and control our dental care provision.

The day will be completed by a short session from Deborah Manger.

14.00

End



Friday 17th September

Virtual Remote Learning Platform - Links to be confirmed.

Morning Session

09.30

NHS Rules and Regulations

CPD Hrs = 3

Speaker: Uday Patel

Training Programme Director

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

12.30

Lunch

13.30

Scheme Induction (Part 2)

CPD Hrs = 3

Speaker: Uday Patel

Training Programme Director

16.30

End





Friday 24th September

Virtual Remote Learning Platform - Links to be confirmed.

Morning Session

09.30

Teamwork

CPD Hrs = 3

Speakers: Preeti Bose and Rachel Welshman (Nurse)

General Dental Practitioner & Educational Supervisor



To improve efficiency of working and how to involve the team in the patients journey. How to harness good posture for you and your nurse, so as to work with improved vision and less stress. To develop nonverbal/verbal communication between dentists and nurses.

Objectives

- *To understand how the concepts of four handed dentistry and ergonomics can make an improvement in both the clinical and business areas of dentistry.*
- *Team roles in the patients journey and training staff*
- *GDC regulations on teamwork.*

Learning Content

- *Improve efficiency and patient care.*
- *Understanding your team roles as well as Understanding causes and triggers of both physical and mental stress in dentistry.*

GDC Outcomes: B

12.30

End



Friday 8th October

Virtual Remote Learning Platform - Links to be confirmed.

Morning Session

09.30

Clinical Photography

CPD Hrs = 3

Speaker: Peter Cranfield

TPD & Regional Advisor for Projects & Innovation



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

12.30

Break

09.30

e-Learning for Health

CPD Hrs = 3

Please complete 3 hours of BDA & Cancer Research UK Oral Cancer Recognition Toolkit.



Tuesday 26th October

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.30

Treatment Planning

CPD Hrs = 6

Speaker: Khalid Malik

General Dental Professional



To be able to provide a comprehensive treatment plan that the patient understands and that meets the patient's 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 29th October

Prince William Education Centre, Kettering

Day Session

09.30

Composites- Hands On

CPD Hrs = 6

Speaker: Amiras Chokshi

General Dental Practitioner & Educational Supervisor

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

16.30

End

Students are reminded to bring along their dental loupes!



Friday 12th November

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.30

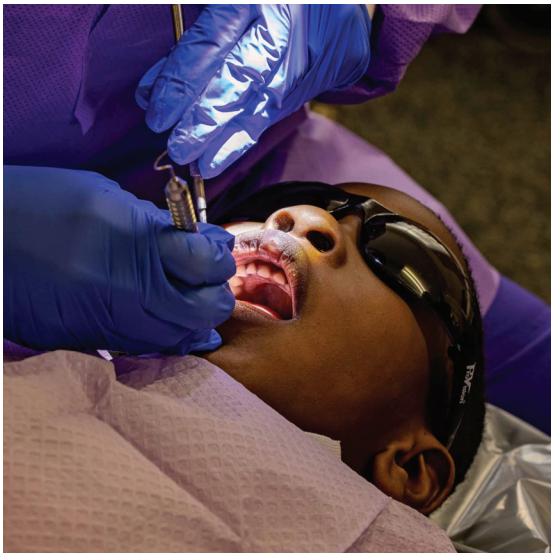
Paediatric Dentistry

CPD Hrs = 3

Speaker: Julia Hallam-Seagrave

General Dental Practitioner & Educational Supervisor

The care of children in general dental practice can sometimes be a very difficult part of our work. An understanding of child development as well as dental development is essential if the best care is to be provided. Similarly, an understanding of parental feelings and wishes is required.



On top of our need to provide good dental 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

- 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.
- 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.
- Be able to evaluate our responsibilities to provide safeguarding for children within a general dental environment.

GDC Outcomes: A B C D

12.30

Lunch

13.30

Orthodontics

Speaker: Rajesh Wadhwani

General Dental Practitioner & Educational Supervisor

Treatment planning for children can be very challenging as there are many factors to be considered. Orthodontic development, caries incidence, diet, age; these all need to be brought into the equation.

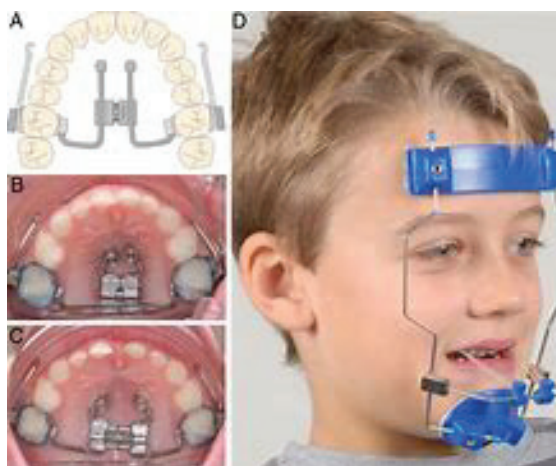
Objectives

- 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 B C D



16.30

End



Thursday 25th November

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.30

Periodontology

CPD Hrs = 6

Speaker: Rajesh Wadhvani

General Dental Practitioner & Educational Supervisor

Review the current Classification of Periodontal Diseases 2017 and its implementation in General Dental Practice.

Objectives

- *Explain how to formulate individualised, written care or treatment plans for patients according to their individual circumstances.*
- *Describe how to monitor therapeutic outcomes and ensure that appropriate follow-up care is arranged.*

Learning Content

- *Demonstrate an understanding of the aetiology, diagnosis and classification of periodontal disease and be able to explain this to patients.*
- *Evaluate the periodontal tissues and provide a differential diagnosis of the patient's periodontal condition.*
- *Be able to integrate and deliver optimal periodontal care under the existing General Dental Service contract and assess when to refer a patient for more specialised periodontal care or to secondary care services.*

GDC Outcomes: A C



16.30

End



Friday 26th November

Prince William Education Centre, Kettering

Day Session

09.30

Endodontics Part 1- Hands On

CPD Hrs = 6

Speaker: Shashi Mishra

General Dental Practitioner

To give Foundation Dentists greater confidence, knowledge and technical ability in the diagnosis and treatment of apical and pulpal pathology. 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 3rd December

Prince William Education Centre, Kettering

Day Session

09.30

Oral Surgery

CPD Hrs = 6

Speaker: Andrew Dickenson

Regional Postgraduate Dental Dean, Midlands & East



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 10th December

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.00

Milestone 1 - Emergency Case

CPD Hrs = 6

TPD & Scheme ES's

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

Learning Content

- *Knowledge and experience of the power of self and peer reflection in personal development.*
- *Improvement in the provision of patient care through use of reflection, analysis and planning.*

GDC Outcomes: A C

16.00

End



Wednesday 15-17 December

Virtual Remote Learning Platform - Links to be confirmed.

Day Session

09.30

Communication Skills

CPD Hrs = 6

Cascade Theatre 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

16.30

End



Friday 17th December

Prince William Education Centre, Kettering

Day Session

09.30

Prosthetics- Hands On

CPD Hrs = 6

Speaker: Rajesh Wadhvani

General Dental Practitioner & Educational Supervisor

To provide a solid set of principles in complete denture fabrication focusing on correct diagnosis, impressions, bite registration trial insertion and definitive insertion with aftercare.

Objectives

- Define the principles of provision of complete dentures in a general dental practice setting.
- Identify the methods of obtaining and interpreting diagnostic casts and gathering relevant information in formulating a diagnosis, prognosis and treatment plan for patients requiring complete dentures.
- Describe the planning, design prescription and delivery of effective complete prostheses, including communication with the dental laboratory team, to provide effective patient care.

Learning Content

- Recognise key features in planning for complete dentures and demonstrate the ability for trouble shooting as required.
- Can demonstrate how to take excellent impressions for complete dentures and their importance (based on the initial diagnosis of each edentulous case).
- Perform accurately inter-arch relationship records and know when to take a facebow record, including assessment of tooth shape and size.

GDC Outcomes: A C



16.30

End



Calendar 2021-2022

SEPTEMBER

Wednesday 01 September 2021

Scheme Induction Part 1 & Clinical Skills Refresher

Friday 10 September 2021

Regional Induction

Friday 17 September 2021

NHS Rules & Regulations & Scheme Induction Part 2

Friday 24 September 2021

Teamwork

OCTOBER

Friday 08 October 2021

Clinical Photography

Tuesday 26 October 2021

Treatment Planning

Friday 29 October 2021

Composites

NOVEMBER

Friday 12 November 2021

Paediatric Dentistry & Orthodontics

Thursday 25 November 2021

Periodontics

Friday 26 November 2021

Endodontics

DECEMBER

Friday 03 December

Oral Surgery

Friday 10 December 2021

Milestone 1

Wednesday 15 December 2021

Communication Skills

Friday 17 December 2021

Prosthetics



Educational Supervisors and Foundation Dentists



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Online Learning

2021-2022

List of Mandatory E-Learning

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.

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 Date 19-09-2021**

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 Date 03-10-2021**

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 Date 17-10-2021

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 Date 31-10-2021

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 Date 13-11-2021

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>

e-Learning for Healthcare - Coronavirus programme Completion Date 13-11-2021

This programme has been specifically developed and is regularly updated in response to the Covid-19 situation and can be located 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 Date 05-12-2021

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

BDA & Cancer Research UK Oral Cancer Recognition Toolkit

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

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

Module Completion Date 19-12-2021

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 web-page 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

Good Practice

Patient Assessment

Assessment Methods and Techniques

Health Promotion and Disease Prevention

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

Dental Local Anaesthesia

Management of Dental Pain

Intravenous Sedation

Dental General Anaesthesia

Mediators of Central Pain

Dental Local Anaesthetic Technique

Non-Pharmacological Anxiety Management

Inhalation Sedation

4 Periodontal Disease and Management

Aetiology of Periodontal Disease

Periodontal Diagnosis and Determination of Prognosis

Patient Education and self-Performed Plaque Control

Surgical Periodontal Therapy

Periodontal Treatment Options

Non-Surgical Periodontal Therapy

5 Hard and Soft Tissue Surgery

Pre- and Post-operative Assessment

Surgical Dentistry

Exodontia

Advanced Trauma Life Support (ATLS)

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

2021-2022

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 units underpinned by evidence of their own work completed in the training practice. The units are core topics for the FD to reflect upon:

- Infection control
- Radiology
- Medical emergencies
- Clinical communication

The reflective learning exercise for each unit, 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 units will entail reflective writing amounting to 1000 - 1250 words, each unit supported by 4- 6 pieces of evidence. Units 1 to 4 are to be completed by April 2022.

FDs will be given guidance documents and templates. Work for each unit will be assessed by external Educational Supervisors.

Here is a link to the HEE website for full details and module downloads:

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



Milestones and APLAN

2021-2022

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 East region. Your Milestone Two and Milestone Three 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

Milestone 2: Deadline for case uploads **14th Jan 2022.**
Deadline for remote feedback **28th Jan 2022.**

Milestone 3: Deadline for case uploads **20th May 2022**
Deadline for remote feedback **3rd June 2022**

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 share-point 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

Cambridgeshire and Peterborough 2021-2022

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 wide ranging support that can be obtained from the Associate Dean for Regional Trainee Support. Here is a web address support:

<https://heeoe.hee.nhs.uk/dental/trainee-support>

Contacts for Support

Training Programme Director

Uday Patel

Phone:

Email: Uday.Patel@hee.nhs.uk

Regional Deputy Postgraduate Dental Dean, Early Years Deborah Manger

Email: please use - DFT.ME@hee.nhs.uk

Associate Dental Dean for Regional Trainee Support

Fleur Kellett

Email: DentalTraineeSupport.ME@hee.nhs.uk



Claiming Travel and Subsistence

2021-2022

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/dftthandbook/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

2021-2022

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.

Audit topic

When choosing your audit topic please be aware that you must not choose a topic that should be covered by the normal clinical governance processes of the practice, including radiograph quality, record keeping and infection control. If you are not sure about the suitability of a topic you should discuss this with your TPD before you start.

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

2021-2022

Practice Specifications

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

Digital radiography

Internet access

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

NHSmial account

Specification for FD Room

Size *Minimum floor area 9m².*

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

Equipment for FD Room

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

Turbines *Minimum of 3.*

Contra-angle handpieces *Minimum of 3.*

Straight handpiece *Minimum of 1.*

Ultrasonic scaler *Magnetostrictive or piezo.*

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

Amalgam mixer

Light cure lamp

Stool for dentist

Stool for nurse

Handwash sink

Telephone

Workstation

Clinical records and appointment management software.

Internet access.

Instrumentation for FD Room

Autoclavable tray system

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

Rubber dam kit *Latex free.*

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

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

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

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

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

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

Materials and Disposables for FD Room

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

Type II R Fluid Resistant Surgical Masks

Gloves *Latex free.*

Bibs

Aprons

Gowns

Paper and cotton goods

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

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

Disposable 3 in 1 syringe tips

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

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

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

Available in the Practice for Use by the FD When Required

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

Conservation *Face bow and semi-adjustable articulator.*

Prosthetics *Surveyor.*

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

Clinical Digital Thermometer

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



Useful Links

2021-2022

National DFT Handbook

National policies and information: <http://www.copdend.org/dfthandbook/index.html>

Postgraduate Virtual Learning Environment

Repository of eLearning resources: <https://pgvle.co.uk/login/index.php>