Hertfordshire and West Essex Dental Foundation Training Scheme

Autumn Term Programme 2023-2024
Hertfordshire and West Essex Dental Foundation Training Scheme

Lister Hospital Postgraduate Centre Name
PG CeLister Hospital, Corey's Mill Lane, Stevenage, SG1 4AG
Address
Tel: 01438 284923

East of England Region

Regional Postgraduate Dental Dean
Malcolm Brady

Associate Postgraduate Dental Dean, Early Years
Jason Stokes

Regional Dental Account Manager
Patti Bradshaw

Regional Dental Faculty Support Officer
Peta Wright

Postgraduate Centre Manager
Janice Bentham

Scheme Administrator
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BDS PG Cert Dent Ed

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Lister Hospital Postgraduate Centre Name

Based at the education centre at Lister Hospital in Stevenage, the Herfordshire and West Essex DFT scheme. This year is your year. It is about you changing yourself from being an individual, competitive student into a team playing professional: it is about your immersion in the world of general dental practice and learning ‘how to work’ through extensive wide-ranging clinical experience and often difficult and challenging situations within the NHS. It is about building a bed rock for you to fly into your new practice future.

You will be expected to contribute, debate, challenge and justify your reasoning. You will present to a wide variety of audiences during the year. The study days are your days and the more you participate, the more you will gain.

As your Training Programme Director, I will endeavour to help you, advise you and cajole you, to attain the success you seek and need, to move forward in your next career stages. I have been an SHO in Oral surgery, a GDP for longer than I’d like to say and involved in dental training of nurses and Dentists for some years.

This year is unique and special in your career. Grab it with both hands and make it work for you.

Location

The Postgraduate centre is towards the back of the Lister Hospital Site. Parking is on site in a multi storey car park with cashless options. Currently approx £10 per day.

There is catering on site too but in the main hospital building.

There is a coffee machine in the Postgrad centre. Tea, biccies and (sometimes) cake will be provided.
Autumn Term

Venues and Subjects

Friday 1st September
Regional Induction - Welcome and Introduction

Virtual Remote Learning Platform - Links to be confirmed.

Friday 8th September
Scheme Induction am: FD's only pm: FDs and ESs

Lister PGMC

Thursday 14th September
Clinical Skills Refresher

NSK SkillsCentre Stevenage

Friday 22nd September
Radiography: A practical update

NHS Rules & Regs

Bedford PGMC

Friday 29th September
Photography

Oral cancer and Medicine

Bedford PGMC

Friday 5th October
Endodontics 1- Hands On

EndoMishra Baldock

Friday 6th October
Self study and Online Learning

Online platforms

Friday 13th October
Periodontics

Pain Management and Dental Emergencies

Bedford PGMC

Friday 20th October
Consent, Records and Complaints

Bedford PGMC

Thursday 26th October
Early Stage Review Individual meetings

Online:Appointments to follow
Friday 27th October  Projects & Presentations  
Bedford PGM

Thursday 3rd November  Communication  
Bedford PGM

Friday 11th November  Paediatric Dentistry  
Orthodontics  
Lister PGM

Friday 17th November  Oral Surgery Planning  
Treatment Planning In Practice  
Lister PGM

Friday 24th November  Self Study and online learning  
Online platforms

Friday 1st December  Restorative Dentistry Theory  
Bedford PGM

Friday 8th December  Health & Safety in Practice  
Bedford PGM

Friday 15th December  Milestone 1 presentation  
Lister PGM

**Important Dates and Deadlines**

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<th>Event</th>
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<tr>
<td>Early Stage Review</td>
<td>Thursday 26th October 2023</td>
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<tr>
<td>1st MSF</td>
<td>Thursday 26th October 2023</td>
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<tr>
<td>2nd MSF</td>
<td>Friday 8th December 2023</td>
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<td>Milestone 1 Presentation</td>
<td>Friday 15th December 2023</td>
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<td>PSQ</td>
<td>Friday 22nd December 2023</td>
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<tr>
<td>e-LfH &amp; Script completed</td>
<td>Sunday 31st December 2023</td>
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<td>Event</td>
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<tr>
<td>MS2 Submission APLAN</td>
<td>Monday 15th January 2024</td>
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<td>MS2 Marking APLAN</td>
<td>Monday 29th January 2024</td>
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<td>IRCP</td>
<td>Friday 16th February 2024</td>
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<td>Friday 31st May 2024</td>
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<tr>
<td>MS3 Submission APLAN</td>
<td>Monday 3rd June 2024</td>
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Friday 1st September

Virtual Remote Learning Platform - Links to be confirmed.

Morning Session

09.00 Regional Induction - Welcome and Introduction

Dean, Mr Malcolm Brady, Dr Peter Cranfield et al
Regional Postgraduate Dental Dean, East of England and others

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

Objectives

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

Learning Content

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

GDC Outcomes: A B C D
Day Session

09.30  Scheme Induction am: FD's only pm: FDs and ESs

Scheme Training Programme Director

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

Objectives

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

Learning Content

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

GDC Outcomes: A B C D

16.30  End
Thursday 14th September

NSK SkillsCentre Stevenage

Day Session

09.30  Clinical Skills Refresher

NSK Skills Centre  Stevenage

TPD and 3 ESs

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

Objectives

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

Learning Content

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

GDC Outcomes: C D

16.30  End
Friday 22nd September
Bedford PGMC

Morning session

09:30 Radiography: A practical update

Jeremy Norris
Beds ES and GDP

We shall refresh theory in relation to everyday practice of dental radiography. We shall also try to understand the range of holders and views and share solutions for common issues.

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

Learning Content

GDC Outcomes: A B D

12:30 Lunch

Please bring your practice film holders with you.
NHS Rules & Regs

Peter Russell
TPD

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
Morning Session

09.30 Photography

CPD Hrs = 3 hrs

Peter Cranfield
TPD Bedfordshire

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

Bring Practice Photography Kit (If possible)
Oral cancer and Medicine

Stephanie Agar
Senior Dental Officer CDS-CIC

Discuss the extent of the problem of oral cancer: current prevalence, detection and diagnosis. Recognise the different clinical forms in which oral malignancy may present and how to recognise this. To stress the role of the dental team in early detection and referral. To understand the treatment involved with oral cancer and the patient journey, including post-operative issues related to living with oral cancer. To understand the restorative dental needs of a head and neck cancer patient and the role the GDP may have in this.

Objectives

- Describe how to educate patients in general dental practice on possible risk factors for oral cancer, including having confidence in delivering 'very brief advice'.
- Identify oral premalignant conditions and identify the appropriate referral pathways, and when specialist advice is necessary.
- Describe the extent of surgery involved in some cases and the implications to both patient and their families, alongside how to support patients postoperatively, following radiotherapy, chemotherapy and surgery, and the implications this has on providing dental treatment.

Learning Content

- Explain the incidence, diagnosis and prevention of oral lesions and mouth cancer.
- "Recognise local and national support services and resources in the care of mouth cancer."
- Demonstrate the ability to communicate effectively and sensitively with patients about the prevention, diagnosis and treatment of oral lesions, with an improved knowledge of the disciplines involved in the patient journey through diagnosis to treatment of head and neck cancer patients, alongside the role the general dental practitioner may need to play.

GDC Outcomes: A B C D
Day Session

09.30  Endodontics 1 - Hands On

Shashi Mishra
Specialist Endodontist

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

Objectives

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

Learning Content

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

GDC Outcomes: A C

16.30  End
Day Session

09:30  Self study and Online Learning

**Online learning and project work**

To reinforce coursework details and expectations from earlier Regional and local induction processes.

**Objectives**
- Explain in more detail the work required to complete the e-Lift projects.
- Define the process of conducting a clinical audit and the preparation required to complete this element of the coursework schedule.
- Ability to complete the three Milestone cases Foundation Dentists are required to undertake to the standard set.

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

**GDC Outcomes: A B C D**

16:30  End
Friday 13th October
Bedford PGMC

Morning Session

09:30  Periodontics

Sabina Wadwhani
ES Bedfordshire

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

- Evaluate the periodontal tissues and provide a differential diagnosis of the patient’s periodontal condition.
- Demonstrate understanding of the aetiology, diagnosis and classification of periodontal disease and able to explain this to patients
- “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

12:30  Lunch
To help Foundation Dentists to be more competent in the diagnosis and management of dental emergencies, causes and types of pain and be aware the role the entire team play in this respect.

Objectives

- Identify the importance of thorough history taking, special tests, diagnosis and treatment planning for dental emergencies, including informed consent.
- Evaluate appropriate management strategies for patients that present with dental trauma and pain.
- Discuss the need to be confident in liaising with the wider team to help schedule emergency appointments so there is sufficient time to manage them appropriately.

Learning Content

- Foundation Dentists will be able to describe how to competently manage commonly occurring dental emergencies, including trauma.
- Organise and manage their own diaries to be able to cope with dental emergencies in a consistent, stress-free environment.

GDC Outcomes: A C
Morning Session

09:30  Consent, Records and Complaints

Shaam Shamsi
TPD and Medicolegal expert

To provide a comprehensive knowledge base on the medicolegal issues that present themselves in general dental practice and management of complaints that may arise alongside ethical dilemmas.

Objectives
- List the regulations and requirements regarding record keeping and dealing with complaints
- Explore the legal and ethical responsibilities of dentists and the team including the provision of dental care within the structure and principles of providing NHS dental care.
- To learn about the regulations surrounding the process of correct management of patient complaints within General Dental Practice
- Describe the processes of the GDCs regulation of the profession.

Learning Content
- Produce effective patient records within dental practice.
- Implement appropriate complaints handling in general dental practice.
- Identify the role of an indemnity provider in the support of the practice team and be able to define the professional responsibilities of all members of the dental team

GDC Outcomes: A B D

16:30  End
Day Session

09:30 Early Stage Review Individual meetings

Peter Russell

An individual confidential one to one meeting to assess the FD progress into the program and the practice.
It is an early session to identify any issues that may need to be addressed to ensure a successful completion to the training year.

16:30 End
Day Session

09.30  Projects & Presentations  CPD Hrs = 6

End

Objectives

Empty

Empty

Learning Content

- To understand fully the process and requirements of the DFT projects.
- To be better acquainted with Presentation skills and have a more confident approach to PowerPoint presentations.
- To be better prepared for the submission of DFT projects.

GDC Outcomes: A B C D

16:30  End

Joint Session with Bedfordshire
Thursday 3rd November
Bedford PGMC

Day Session

09:30  Communication

Cascade
Specialist Presenters

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 11th November**

Lister PGMC

**Morning Session**

09:30  Paediatric Dentistry

Michael Cranfield

Specialist in Paediatric Care and Medical Director CDS-CIC

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

**Objectives**

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

**Learning Content**

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

**GDC Outcomes: A C**

13:30  Lunch
Afternoon Session

14:00  Orthodontics  CPD Hrs = 3

Michael Cranfield
Specialist in Paediatric Care and Medical Director CDS-CIC

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

Objectives

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

Learning Content

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

GDC Outcomes: A C

16:30  End
Morning Session

09:30  Oral Surgery Planning

Preeya & Nilesh Sakerchand
Bedfordshire Ess

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.

GDC Outcomes: A C

12:30  Lunch
To be able to provide a comprehensive treatment plan the patient understands and meets the patients’ needs.

**Objectives**

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

**Learning Content**

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

**GDC Outcomes: A C**
Day Session

09:30    Self Study and online learning

CPD Hrs = 6

To reinforce coursework details and expectations from earlier Regional and local induction processes.

Objectives

• Explain in more detail the work required to complete the e-Lift projects.
• Define the process of conducting a clinical audit and the preparation required to complete this element of the coursework schedule.
• Ability to complete the three Milestone cases Foundation Dentists are required to undertake to the standard set.

Learning Content

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

GDC Outcomes: A B C D

16:30    End
Day Session

**09.30** Restorative Dentistry Theory

Victor Gehani  
Bedfordshire GDP & ES

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

**Objectives**

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

**Learning Content**

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

**GDC Outcomes: A C**
Morning Session

10:00  Health & Safety in Practice

Sukhvinder Singh Atthi  
Clinical lecturer BDH

For participants to increase their understanding and knowledge relating to health and safety in their workplace.

Objectives

- Explain the principles of occupational health and safety and how to apply this knowledge in the workplace including use of risk assessments and the practical actions to improve health and safety, and therefore prevent accidents.
- State and identify the scope of legal and moral responsibilities whilst at work and determine reasonable methods to control risks associated with all aspects of the working environment.
- “Describe principles of accident prevention and the need to report accidents and dangerous occurrences whilst being aware of the hazards and risks associated with the workplace, work equipment, work activities, display screen equipment and hazardous substances.”

Learning Content

- Define the key principles and legal requirements that relate to health and safety in the workplace.
- Foundation Dentists will be able to explain their own roles with respect to health and safety in their training practice environments.
- “Evaluate how well their training practice complies with current health and safety requirements and the changes that could be made.”

GDC Outcomes: A B D

15:00  End
Day Session

09.30 Milestone 1 presentation

Peter Russell + 2 ESs

TPD

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

Objectives

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

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 D

16.30 End
Calendar 2023-2024

Friday 1st September
Start of Autumn Term
Regional Induction Day – virtual learning 9.00am

Friday 8th September
Study day at Lister Hospital. am. FDs only – pm. FDs and ESs present

Thursday 14th September
Clinical Skills day NSK Stevenage

Friday 22nd September
Radiography, Rules & Regs Bedford

Friday 29th September
Photography and Oral Medicine & Cancer, Bedford

OCTOBER
MSF 1 and ESR

Friday 5th October
Endodontics, Baldock

Friday 13th October
Periodontics and Emergencies and Pain Management

Friday 20th October
Record keeping, Complaints, and Consent (with Bedford) in Bedford

Thursday 26th October
Early stage reviews Online

Friday 27th October
Projects & Presentations, Bedford

NOVEMBER
Communications, Bedford

Friday 10th November
Paeds & Ortho

Friday 17th November
Oral Surgery Planning and Treatment Planning

DECEMBER
Buddy ES practice Visits, ADEPT+ CBD + MSF2

Friday 1st December
Practical Restorations - Bedford

Friday 8th December
Health & Safety Bedford

Friday 16th December
Milestone 1 Presentations Last day of Autumn Term

ALL e-Learning Complete.
1st January 2024

Practice Visits – virtual or in person.
Jan 6th - Feb 25th 2024

Practice Swaps
January 2024

Milestone 2 – APLAN submission closes
Monday 15th January 2024

Milestone 2 - APLAN review submission closes
Monday 29th January 2024

Milestone 2 Presentations
Friday 9th February 2024

IRCP
Friday 16th February 2024

EASTER - No Study Day
Friday 31st March 2024

Audit complete
31st May 2024
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<td>Milestone 3 – APLAN submission closes</td>
<td>Friday 3rd June</td>
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<tr>
<td>Milestone 3 - APLAN review submission closes</td>
<td>Friday 16th June</td>
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<td>Milestone 3 Presentation Day</td>
<td>Friday 26th June 2024</td>
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<td>Showcase Day regional Meeting</td>
<td>Friday 12th July 2024</td>
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<td>FRCP</td>
<td>Friday 26th July</td>
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<td>End of DFT Year</td>
<td>31st August 2024</td>
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<td>Educational Supervisors</td>
<td>Foundation Dentists</td>
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<tr>
<td>Amir Patel</td>
<td>Kaamilah Shitta-Bey</td>
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<td>Chells Dental Practice, Stevenage, SG2 0HL</td>
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<tr>
<td>Anneke Whelan</td>
<td>Demi Bains</td>
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<td>Dan Lee</td>
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<td>Stanstead Abbotts Dental Practice, SG12 8AA</td>
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<td>Beejal Patel</td>
<td>Ellie Wells</td>
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<td>21 dental, St Albans, Herts, AL3 5ES</td>
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<td>Lomas Patel</td>
<td>Rozhin Aghaei</td>
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<td>Ashiv Mehta</td>
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<td>Cranfield Dental Care, The Mews Hitchen, SG5 1JW</td>
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<tr>
<td>Pritesh Vithlani</td>
<td>Dhulaxy Manokumar</td>
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<td>Church Road Dental, 4a Church Road, Welwyn Garden City</td>
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<td>Lomas Patel</td>
<td>Dona Sherief</td>
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<td>Sabina Wadhwani</td>
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<tr>
<td>Shephall Dental Surgery, 246 Shephall Way, Stevenage, Herts. SG2 9RE</td>
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<td>Name</td>
<td>Contact Information</td>
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<tr>
<td>Kalpana Patel, Riya Patel</td>
<td>Chrysalis Dental Practice, 161 – 163 Leavesden Road, North Watford, Herts. WD24 5EP</td>
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<tr>
<td>Nehaal Rathore</td>
<td>Queen Mary</td>
</tr>
<tr>
<td>Jayen Patel, Puja Patel, Ashini Patel</td>
<td>Birchwood Dental, 7 Birchwood Avenue, Hatfield, Herts. AL10 0PL</td>
</tr>
<tr>
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</tr>
<tr>
<td>Anika Aris</td>
<td>Kings</td>
</tr>
<tr>
<td>Swetha Sabaratnam, Namdeep Brar</td>
<td>Maylands Dental and Aesthetic Practice, 5 Maylands Avenue, Hemel Hempstead, Herts. HP2 4XH</td>
</tr>
<tr>
<td>Tanushri Warnapala</td>
<td>Cardiff</td>
</tr>
<tr>
<td>Bindi Shah</td>
<td>Ashwell Dental Surgery 44 High Street Ashwell Hertfordshire SG7 5NR</td>
</tr>
<tr>
<td>Manuella Onanuga</td>
<td>Kings</td>
</tr>
<tr>
<td>Ehsan Kani-Zabihi, Sean Barlow</td>
<td>Together Dental Broxbourne 1 The Precinct, High Road Broxbourne Hertfordshire EN10 7HY</td>
</tr>
<tr>
<td>Afnan Chaudhary</td>
<td>Queens University Belfast</td>
</tr>
<tr>
<td>Neil Kotecha</td>
<td>Cassio Road Dental Practice 102 Cassio Road Watford Hertfordshire WD18 0QL</td>
</tr>
<tr>
<td>Muskaan Ali</td>
<td></td>
</tr>
</tbody>
</table>

*Hertfordshire and West Essex Dental Foundation Training Scheme - Autumn Term 2023-2024*
<table>
<thead>
<tr>
<th>Foundation Dentist</th>
<th>Educational Supervisor(s)</th>
<th>Buddy ES(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaamilah Shitta-Bey</td>
<td>Amir Patel</td>
<td>Lomas Patel/ Sabina Wadhwani</td>
</tr>
<tr>
<td>Manuella Onanuga</td>
<td>Bindi Shah</td>
<td>Ashini / Jayen / Puja Patel</td>
</tr>
<tr>
<td>Ellie Wells</td>
<td>Beejal Patel</td>
<td>Swetha Sabaratnam / Namdeep Brar</td>
</tr>
<tr>
<td>Demi Bains</td>
<td>Dan Lee / Anneke Whelan</td>
<td>Bindi Shah</td>
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<tr>
<td>Dhulaxy Manokumar</td>
<td>Pritesh Vithlani</td>
<td>Lomas Patel / Ash Mehta</td>
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<tr>
<td>Nehaal Rathore</td>
<td>Kalpana / Riya Patel</td>
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<td>Ashini / Jayen / Puja Patel</td>
<td>Lomas Patel/ Sabina Wadhwani</td>
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<tr>
<td>Dona Sherief</td>
<td>Lomas Patel/ Sabina Wadhwani</td>
<td>Amir Patel</td>
</tr>
</tbody>
</table>
List of Mandatory E-Learning

As part of your Foundation Training year within the East of England Region 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:

East of England elfh Hub(e-lfh.org.uk)

This takes you to a portal which leads to the East of England - 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.

<table>
<thead>
<tr>
<th>Modules</th>
<th>Course Sections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory and Mandatory Training (SMT)</td>
<td>Completion by Early Stage Review</td>
</tr>
<tr>
<td>Conflict Resolution Level 1</td>
<td>40 mins</td>
</tr>
<tr>
<td>Data Security Awareness Level 1</td>
<td>70 mins</td>
</tr>
<tr>
<td>Equality and Diversity and Human Rights Level 1</td>
<td>20 mins</td>
</tr>
<tr>
<td>Fire Safety Level 1</td>
<td>30 mins</td>
</tr>
<tr>
<td>Moving and Handling Level 1</td>
<td>40 mins</td>
</tr>
<tr>
<td>Preventing Radicalisation - Basic Prevent Awareness</td>
<td>35 mins</td>
</tr>
<tr>
<td>Safeguarding Adults Level 1</td>
<td>40 mins</td>
</tr>
<tr>
<td>Safeguarding Adults Level 2</td>
<td>40 mins</td>
</tr>
<tr>
<td>Safeguarding Children Level 1</td>
<td>30 mins</td>
</tr>
<tr>
<td>Safeguarding Children Level 2</td>
<td>35 mins</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mental Capacity Act (MCA)</th>
<th>Course Sections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mental Capacity Act as Part of Human Rights</td>
<td>20 mins</td>
</tr>
<tr>
<td>Assessing Mental Capacity</td>
<td>20 mins</td>
</tr>
<tr>
<td>Planning Ahead Using the MCA</td>
<td>20 mins</td>
</tr>
<tr>
<td>Best Interests</td>
<td>20 mins</td>
</tr>
<tr>
<td>Restraint</td>
<td>20 mins</td>
</tr>
</tbody>
</table>
Deprivation of Liberty 20 mins
Relationship Between the MCA and the MHA 20 mins
Mental Capacity Act and Young People aged 16 or 17 20 mins
Research Involving People Who Lack Capacity 20 mins
Mental Capacity Act and Adult Safeguarding 20 mins
Settling Disputes and Disagreements 20 mins

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

**Making Every Contact Count (MECC) Completion by IRCP**
- What is MECC and why is it important 30 mins
- How to have a MECC conversation 30 mins
- Signposting 15 mins
- Five Ways to Wellbeing 30 mins
- Assessment 10 mins

**HEE Rubber Dam Placement video Completion by IRCP**

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

East of England elfh Hub(e-lfh.org.uk)

**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 completion certificates for your CPD records.

**Modules Completion by FRCP**
- Prescription Documentation and the Drug History 60 mins
- Medication Errors and Adverse Drug Reactions 60 mins
- Special Patient Groups 60 mins
- Utilising the BNF 60 mins
- Medical Emergencies 60 mins
- Periprocedural Prescribing 60 mins
- Dental Infection 60 mins
- Pain, Ulceration, and Inflammation 60 mins
- Prescription Documentation and the Drug History 60 mins
- Medication Errors and Adverse Drug Reactions 60 mins
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 form the interactive learning session.

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

e-Den Module

1 Patient Assessment
   Profiling the Patient
   Good Practice
   Patient Assessment
2 Human Diseases and Medical and Dental Emergencies
   Medical Topics and Dentistry
   Principles of Dental Pain
   Dental Local Anaesthesia
   Management of Dental Pain
   Intravenous Sedation
   Dental General Anaesthesia
3 Anxiety and Pain Control in Dentistry
   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
5 Hard and Soft Tissue Surgery
   Exodontia
   Advanced Trauma Life Support (ATLS)
   Management of Benign Soft Tissue lesions and Supernumerary Teeth
6 Surgical and Non-Surgical Management of Head and Neck Disease
   Odontogenic Infections
   Craniofacial Pain Disorders
7 Management of the Developing Dentition
   Assessment for interceptive Treatment
   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
- Crowns
- Aesthetic Dentistry
- Tooth Surface Loss
- Dental Trauma

9 Replacement of Teeth
- Bridgework
- Complete Dentures
- Implantology

10 Communication
- Patient and the Family
- Other Professionals

11 Professionalism
- Ethics
- The Clinical Team and Peers

12 Management and Leadership
- The Need for Effective leadership and Management
- Risk Management
- Change Management
- Healthcare Systems
- Management and Leadership

13 Sustainable Dentistry
- Introduction to Sustainable Dentistry

- Restoration of Permanent Teeth
- Restoration of Deciduous Teeth
- Dental Biomaterials
- Endodontics
- Occlusion
- Partial Dentures
- Miscellaneous
- Teamworking
- Self

- Quality in Healthcare
- Self-Management
- Managing a Business
- Professional Practice
- Measuring carbon in Healthcare
Milestones and APLAN

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

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

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

**Milestone 2**
Submissions open: 1st December 2023  -  Submissions close: 5th January 2024

**Milestone 3**
Submissions open: 19th April 2024  -  Submissions close: 24th May 2024

*Please note the dates of the opening and closing of the submission periods; there is no room for late submission of cases or feedback reviews. The window for giving feedback on cases will open within 48 hours of the case upload deadline closing and will remain open for two weeks. Failure to meet the deadlines may impact your IRCP and FRCP outcome.*

**Case Guidance**

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

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

If you have any further queries please contact your TPD.
Problem Solving and Support
Hertfordshire and West Essex 2023-2024

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

Peter Russell
Phone: 07411793026
Email: peter.russell@hee.nhs.uk

Regional Trainee Support

Email: Support.eoe@hee.nhs.uk
Claiming Travel and Subsistence

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

All claims must be made online via the EASY Expenses system via the Lead Employer. You can access the EASY Expenses system here:

https://leademployer.merseywestlancs.nhs.uk/expenses-1

Before you make any claims you will need to set up an approving manager on the system. This will be your Educational Supervisor. They will need to complete a New Approver Form and return to: e-expenses@sthk.nhs.uk.

The form can be accessed from:

https://leademployer.merseywestlancs.nhs.uk/media/Documents/Expenses/New-Approver-Authorisation-Form-1.docx

If you travel by car, you will need to upload copies of your Insurance and Driving Licence to the Easy Expenses system. You will probably need to ensure that your insurance covers business use.

Travel claims must reflect the actual mileage undertaken, or travel costs incurred, in attending your Study Day Programme only. Your usual mileage from your home to the dental practice will be deducted from the amount.

(Current mileage rate = £0.28 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.

Car parking costs will be reimbursed and you will need a receipt for the car parking an image of which will be need to be uploaded.

FDs should travel only by second class if they travel by rail and should attach images of tickets or receipts to their claims.

Taxis should not be used and cannot be claimed.

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.

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

All claims 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.
Audit Project

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

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

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

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

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

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

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

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

NHSmail 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


Stool for dentist

Stool for nurse

Handwash sink

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

Amalgam mixer

Light cure lamp

Telephone

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

Turbines - Minimum of 3.

Contra-angle handpieces - Minimum of 3.

Straight handpiece - Minimum of 1.

Ultrasonic scaler - Magnetostrictive or piezo.
Instrumentation for FD Room

Autoclavable tray system

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

**Rubber dam kit** - Latex free.

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

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

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

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

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

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

Materials and Disposables for FD Room

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

**Type II R Fluid Resistant Surgical Masks**

**Gloves** - Latex free.

**Bibs**

**Aprons**

**Gowns**

**Paper and cotton goods**

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

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

**Disposable 3 in 1 syringe tips**

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

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

**Endodontics** - Full range of endodontic materials including a tooth sleuth, hypochlorite sourced from a dental supplier and Endo-Frost.
Available in the Practice for Use by the FD When Required

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

**Conservation** - Face bow and semi-adjustable articulator.

**Prosthetics** - Surveyor.

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

**Clinical Digital Thermometer**

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