

Orthodontic Training Programme Job Description

Post Details

HEE Office:	Midlands and East
Job Title:	Post CCST
Person Specification:	NRO to complete
Hours of work & nature of Contract:	Full-time 40 hours
Main training site:	Birmingham Dental Hospital
Other training site(s):	Warwick Hospital

Organisational Arrangements

Training Programme Director (TPD):	Sheena Kotecha
TPD contact details:	Consultant Orthodontist Birmingham Dental Hospital Mill Pool Way Birmingham B5 7SA Email: drkotecha@gmail.com Tel: 07940544164

University:	N/A						
Degree awarded:							
Time commitment:							
University base fee 2020/21:		What will I pay in 1st year?		What will I pay in 2nd year?		What will I pay in 3rd year?	
Bench fees 2018/17:							

Training Details

(Description of post)

Maximum of 300 words

The ST4 Appointment in Orthodontics is for an additional two years following on from the 3-year UK specialty programme. It is structured to equip trainees to meet the regulations for the Intercollegiate Specialty Fellowship Examination in Orthodontics (ISFE) of the Royal Colleges and to provide eligibility for appointment to a Consultant post in Orthodontics in the National Health Service.

This post is based at a major Dental Hospital and the trainee is involved in the service and the undergraduate and postgraduate teaching activities of a Hospital and University

Orthodontic department.

In addition, access is provided to all dental specialties with established joint working arrangements and with an emphasis on a multi-disciplinary approach. The trainee will be an integral member of the team providing the orthognathic component in the joint assessment, planning and treatment of patients requiring orthognathic surgery by the Birmingham Oral and Maxillofacial Surgical Consultants, whose in-patient hub is centered at the Queen Elizabeth Hospital.

The trainee will be a member of the West Midlands Regional Cleft Lip and Palate Team based at Birmingham Children's Hospital. The orthodontic management of the cleft patients is undertaken at Birmingham Children's Hospital and adult services at The Queen Elizabeth Hospital. The trainee will also attend clinics of the Supra-Regional Cranio-facial Team.

Duties and Responsibilities of postholder

Maximum of 300 words

The programme will include a total of 8 clinical sessions per week, of which at least 5 will be for personal treatment of patients.

The Specialist Registrar will participate in joint assessment and planning sessions with other dental specialties, including Paediatric Dentistry, Restorative Dentistry, Oral and Maxillofacial Surgery and Surgical Dentistry.

The Specialist Registrar will be a member of the West Midlands Regional Cleft Lip and Palate Team and will participate in the activities of that Team including joint clinics and focused training goals.

The Specialist Registrar will have the opportunity to attend joint clinics for patients with a mandibular deformity and provide treatment for these patients under guidance.

The Specialist Registrar will participate in joint assessment and planning clinics for patients requiring elective Orthognathic Surgery, and be involved in the pre, peri and post operative care of such patients

The Specialist Registrar will be expected to be involved in the supervision and training of junior members of staff and will participate in other training programmes, including undergraduate teaching

There will be active participation in formal audit and quality assurance programmes, at departmental and Regional levels

The Specialist Registrar will be expected to participate in management and administration as part of their training

The Specialist Registrar will be accountable through the Consultant in charge of the Orthodontic Department to the Director of Dental Services

Training progress will be assessed on a regular basis and in particular progression in training will be monitored using the ARCP process. Trainees will be expected to maintain an up to date portfolio on ISCP.

Description of main training site

Maximum of 500 words

Birmingham Dental Hospital and School of Dentistry have been running a structured orthodontic training programme since 1980 and this has been developed into the current successful three-year programme, recognised by the Royal College under the regulations for the Membership in Orthodontics. The posts have educational approval from the SAC in Orthodontics and the approval of the Postgraduate Dental Dean.

The Dental Hospital shares a brand new purpose built facility two miles south of the city centre with the University of Birmingham School of Dentistry and is a mile from the University of Birmingham main campus and the Queen Elizabeth Hospital. The Dental Hospital provides an out patient and day case service with approximately 130,000 patient attendances per annum, of which some 20,000 are new patient registrations.

All the dental specialties are represented within the building by consultant clinics and University teaching Departments. Excellent links exist with clinical and laboratory services within local Hospitals and a comprehensive range of investigative and reporting services is available to the site.

The Combined Department of Orthodontics and Paediatric Dentistry is located on the First Floor of the new building. The facilities are shared with the School of Dentistry for undergraduate teaching.

There are 24 dental units, including open and closed surgeries. The department uses central sterilisation. Within the department is a tutorial room, a computerized case planning facility and a record model store. The Orthodontic Laboratory is located within the same building with an establishment of four orthodontic technicians.

The department runs a 3year M.Orth/MSc training programme, with an annual intake of 2 - 4 Specialty Registrars and a post CCST training programme with an annual intake of 1-2 trainees.

The Orthodontic Department accepts referrals from Birmingham and the West Midlands. In 2015 there were some 13,500 patient attendances and approaching 1,000 new patient referrals were received.

Description of second training site

Maximum of 500 words

Warwick Hospital, one of our four sites, is an acute teaching hospital in Warwick, located some 20 miles to the south of Birmingham. Our other sites are in Leamington Spa, Stratford upon Avon and Shipston on Stour. We have good transport links, being close to the A46, M40 and M42, and lie centrally between Birmingham to the North and Oxford to the South. We are one of the highest-ranking hospital trusts in the West Midlands and nationally for CQC rating, staff satisfaction, and financial management.

SWFT provides a full range of general acute hospital and maternity services for South Warwickshire and community medical services for the whole of Warwickshire, serving approximately 560,000 people.

The orthodontic department provides a comprehensive orthodontic diagnostic, planning and treatment service, with cases for treatment being selected according to need and complexity. The local practitioners understand clear referral guidelines and the referral protocol includes submission of dental referrals via Vantage REGO referral management system, and by medical practitioners via choose-and-book. Radiographs are taken by qualified radiographers.

Contemporary clinical materials are available including access to self-ligating brackets and temporary anchorage devices.

Monthly combined clinics are held between the Orthodontic and Maxillofacial Surgery teams.

A fully equipped orthodontic laboratory runs at the Warwick Hospital site staffed by 2 senior technicians and providing a comprehensive orthodontic service including same day retainers as standard. There are three orthodontic clinic rooms in a suite shared for part of the week with OMFS.

Description of third training site *(if applicable)*

Maximum of 500 words

The West Midlands Regional Cleft Lip and Palate Service was the first to be designated in England and Wales as part of the reforms following the recommendations contained in the Clinical Standards Advisory Group's report (CSAG February 1998). The multi-disciplinary team works across a twin-site centre to give a comprehensive cleft service both to children and adults – with Birmingham Children's Hospital acting as the paediatric hub and Queen Elizabeth Hospital acting as the adult hub.

Orthodontic treatment services are provided at Birmingham Children's Hospital and The Queen Elizabeth Hospital as well as at other Regional Orthodontic units.

The Post CCST training appointments will have regular involvement with the cleft service and trainees will have opportunities to observe all the major specialties involved as well as attend multidisciplinary clinics and orthodontic cleft treatment clinics.

Staff involved in training:

Name	Job Title	Site	Role
John Turner	Consultant Orthodontist	Birmingham Dental Hospital	Clinical Supervisor
Shane Higgins	Consultant Orthodontist	Birmingham Dental Hospital	Clinical Supervisor
Sheena Kotecha	Consultant Orthodontist	Birmingham Dental Hospital	Clinical Supervisor/TPD
David Spary	Consultant Orthodontist	Birmingham Dental Hospital	Clinical Supervisor
Semina Visram	Consultant Orthodontist	Birmingham Dental Hospital	Clinical Supervisor
Rognvald Linklater	Consultant Orthodontist	Warwick Hospital	Clinical Supervisor/AES
Insigam Muqbil	Consultant Orthodontist	Warwick Hospital	Clinical Supervisor

Indicative timetable (details are subject to change)

Week 1

	Mon	Tue	Wed	Thu	Fri
AM	Birmingham Dental Hospital New patient clinic	Peripheral Unit Treatment Session	Birmingham Dental Hospital Treatment Session	Peripheral Unit Treatment Session	Treatment Session Birmingham Dental Hospital (or Orthognathic joint clinic)
PM	Birmingham Dental Hospital Treatment Session	Peripheral Unit Treatment Session	Birmingham Dental Hospital Treatment Session	Admin/Audit/SPA Session	Admin/Research/Audit Session

Week 2 (if applicable)

	Mon	Tue	Wed	Thu	Fri
AM	Birmingham Dental Hospital Treatment Session	Peripheral Unit New patient clinic	Birmingham Dental Hospital Treatment Session	Peripheral Unit New Patient Clinic	Birmingham Dental Hospital Treatment Session (or Orthognathic joint clinic)
PM	Birmingham Dental Hospital	Peripheral Unit Treatment Session	Birmingham Dental Hospital	Admin/Audit/SPA	Admin/Research/Audit

	Treatment Session		Treatment Session	Session	Session
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Terms and Conditions

General

Maximum of 200 words

The post is covered by National Health Service Terms and Conditions of Service for hospital medical and dental staff (England and Wales) as variously amended in consultation between the Trust and Staff

Full registration with the General Dental Council is mandatory

The salary will be paid on Specialist Registrar scale

Car parking will be subject to availability and on site parking cannot be guaranteed.

Employees will need to adhere to the trust Information Governance policy. The unauthorized use or disclosure of patient or other personal information is regarded as gross misconduct and will be subject to the Trust Disciplinary Procedures and in case of computerized information could result in a prosecution of an offence or action for civil damages under the Data Protection Act 1984

All employees will need to take reasonable care for the health and safety of themselves and other people who may be affected by their actions at work. All employment with the Trust is subject to satisfactory health screening by the Occupational Health Department.

Study Leave

Maximum of 200 words

Study leave will be granted for appropriate courses, conferences and meetings provided there is support from the Training Programme Director. A maximum of 10 days are available per annum in addition to Northern Universities Consortium courses. In line with the trust policy, 6 weeks notice is required for study leave.

Annual Leave

Maximum 200 words

Annual leave is offered in line with trust policy, calculated at 25 to 30 days depending on level of experience and NHS service. As with study leave 6 weeks notice must be given prior to leave.

Annual leave must be taken in equal distribution across both sites.

Annual leave is strongly encouraged to be in term time.

Other information

Maximum of 500 words

The trainee will work in a modern, fully equipped clinical department with appropriate supporting facilities and staff including Radiography and chair side and secretarial assistance.

A dedicated Orthodontic Laboratory adjacent to the department provides full technical support

The services of a department of Clinical Illustration and a University department of Medical Photography are readily available

Computer facilities and digitisation are provided within the department

A well-stocked Library is available within the Hospital containing a comprehensive range of journals and textbooks. The Library has connection to the High Speed Campus Network at the University and internet facilities