**Orthodontic Training Programme**

**Job Description**

**Post Details**

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| **HEE Office:** | Midlands & East, East of England |
| **Job Title:** | ST1 Orthodontics |
| **Person Specification:** | NRO to complete |
| **Hours of work & nature of Contract:** | Full time (3 years) 40hours per week. No on call. |
| **Main training site:** | Norfolk and Norwich NHS Foundation Trust |
| **Other training site(s):** | Norfolk and Norwich NHS Foundation Trust |

**Organisational Arrangements**

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| **Training Programme Director (TPD):** | Huw Jeremiah |
| **TPD contact details:** | huw.jeremiah@addenbrookes.nhs.uk |

**Training Details**

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| This post is a whole-time, non-resident, Specialty Registrar in Orthodontics based at the Norfolk and Norwich University Hospital [NNUH (4 days)] and one academic day at Guy’s Hospital London.  The post is approved by the Specialist Advisory Committee in Orthodontics in the Joint Committee for Specialist Training in Dentistry for specialist training leading to the CCT in orthodontics. The post has a NTN (national training number).  The Specialist Registrar training programme is normally for a term of three years, during which time; work is monitored for evidence of satisfactory progress. The post is designed to prepare trainees for the Intercollegiate Specialty Board Exam in Orthodontics leading to the qualification MOrth.  The Director of Dental Education has confirmed that the post has the required educational and staffing approval. |

**Duties and Responsibilities of post holder**

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| The appointed candidate will be expected to:  1 Be actively involved in new patient clinics for the advice, diagnosis and treatment planning of patients referred into the departments.  2 Treat a wide range of malocclusions, including multidisciplinary cases i.e. orthognathic, Minor Oral Surgery, Restorative and orthodontic / Paediatric patients.  3 Attend and participate in the running of multidisciplinary clinics.  4 Active involvement / attendance in tutorials, lectures, journal clubs and organized teaching.  5 Undertake an active role in research within the department as part of the MSc programme.  6 Participate in conducting audit and other departmental managerial issues. |

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| **NORFOLK AND NORWICH UNIVERSITY HOSPITALS NHS FOUNDATION TRUST**  The Department- **The Department of Oral Health**  The Outpatient Department was opened with the new NNUH in 2001. The Department is located in Outpatients West, in close proximity to the departments of Plastic Surgery, ENT and Ophthalmology.  The Department of Oral Health includes the specialties of OMFS, Orthodontics, Restorative Dentistry and the Oral Health Laboratory. There is a combined ENT/OMFS/Plastic/Ophthalmology ward.  **Staff**  **OMFS NNUH**  Consultants:  Miss Sharon Prince NNUH/JPUH  Mr Richard James NNUH  Mr Richard Sisson NNUH/QEH  Non Consultant Career Grade  4 Speciality Doctors  2 Staff Grades (PT)  Junior doctors  1 Registrar  4 DCT’s  **Orthodontics**  Consultants  Mr M Bainbridge  Mr J Bottomley  Dr S Abela  Associate Specialists:  Dr Catrina Place  Dr Sonal Patel  1 Post CCST  3 STR  **Facilities**-Department of Oral Health - NNUH  OMFS 2 MOS Rooms  Dental Surgeries  3 Consultation Rooms  4 Bed Recovery Ward  Orthodontics 4 Dental Surgeries  Restorative Dentistry 2 Dental Surgeries  **Oral Health Laboratory - NNUH**  This newly equipped purpose designed, Oral Health Laboratory provides the full range of services supporting Head and Neck Oncology, Maxillo Facial Trauma, Orthognathic, Orthodontic and Restorative clinics. Additionally the laboratory provides all ocular prostheses for the department of Ophthalmology.  **X-Ray Facilities** - NNUH  There is a dedicated digital X-Ray facility within the department of Oral Health, staffed by the department of Radiography.  All X-Rays can be accessed in the clinics, offices, wards and theatres through PACS. |

**Staff involved in training:**

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| **Name** | **Job Title** | **Site** | **Role** |
| Mr Mark Bainbridge | Consultant in Orthodontics | Norfolk & Norwich Hospital | Clinical supervisor |
| Mr John Bottomley | Consultant in Orthodontics | Norfolk & Norwich Hospital | Clinical supervisor |
| Dr Stefan Abela | Locum Consultant -Orthodontics | Norfolk & Norwich Hospital | Educational supervisor |
| Miss Catrina Plaice | Associate Specialist- Orthodontics | Norfolk & Norwich Hospital | Clinical supervisor |
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**Indicative timetable (details are subject to change)**

**Week 1**

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|  | **Mon (Norwich)** | **Tue (Norwich)** | **Wed (Norwich)** | **Thu (Norwich)** | **Fri (London)** |
| **AM** | Treatment clinic | Treatment clinic | Diagnostic one a month  Treatment Clinic 3 in 4 | Study Day | Academic teaching  (Guy’s Hospital) |
| **PM** | Treatment clinic | Treatment clinic | Treatment clinic 3 in 4  Orthognathic joint clinic one a month | Study  Day | Academic teaching  (Guy’s Hospital) |

**Week 2 *(if applicable)***

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|  | **Mon (Norwich)** | **Tue (Norwich)** | **Wed (Norwich)** | **Thu (Norwich)** | **Fri (London)** |
| **AM** | Treatment clinic | Treatment clinic | Treatment Clinic | Treatment  Session | Academic teaching |
| **PM** | Diagnostic/Review | Treatment clinic | Treatment Clinic | Treatment Session | Academic teaching |

**Terms and Conditions**

**General**

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| Details of essential competencies and qualifications are detailed in the person specification. |

**Study Leave**

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| Study leave is available for specific educational and training needs, which cannot be obtained through the training programme. Study leave is typically (but not exclusively) granted to include study on a course, research, teaching, examining, visiting clinics and attending professional conferences.  Study leave is granted at the discretion of the TPD in conjunction with agreed guidelines approved through the STC to a maximum of 30 days in a year. |

**Annual Leave**

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| The amount of annual leave will be defined by the terms and conditions of employment. Currently this is 32 days in a year. |