

# Person Specification for NHS England Workforce, Training and Education – East of England Dental Foundation Training Educational Supervisors 2025-26 - November 2024

## Eligibility

Essential	Desirable	Evidenced by
Full inclusion on the relevant Performers List of NHS England or Wales, or the equivalent in Northern Ireland	No conditions in place or investigations on-going	Performer List Number NHS England, local Integrated Care Boards.
Fully registered with the GDC as a dentist	No conditions on registration	Up to date certificate of registration
Current professional Indemnity		Copy of current certificate
Contract holder agreement to supply required staff, facilities and resources		Signed letter of commitment from contract holder
ES to be present in the practice at the same time as the trainee for a minimum of three days per week (or, in the case of joint ESs for a minimum of three days a week in the same practice in the aggregate)	ES(s) present full time	Completed timetables in application form and verified at practice visit
NHS Commitment: UDAs: delivering UDAs within a practice with a minimum commitment of 1000 UDAs for the practice and delivering a full range of NHS treatment.  Personal commitment of no more than 8000 UDAs based on 10 clinical sessions per week	Personal commitment is no more than 6000 UDAs	NHS Dental Services Year End Statement to March 2023

## Knowledge

Essential	Desirable	Evidenced by
Has attended an ES preparation course operated by East of England.		Attendance certificate

## Experience

Essential	Desirable	Evidenced by
A dentist who has had significant experience in primary dental care as an NHS performer (or equivalent), (typically four years of full time experience at initial appointment) Currently working on a GDS, PDS or CDS contract arrangement. Normally a minimum of 12 months in the proposed training practice by 1 September in the year of commencement of the ES post	A practitioner who can evidence additional relevant skills that will enhance the training experience	Application Form and GDC website

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Experience in training, managing or directing others  
ES is involved in practice management such as training of other dental professionals, supervising staff

Experienced in conducting PDPs, appraisals and performance management for staff, setting objectives, running formal training sessions. Involved in undergraduate / postgraduate teaching.  
Have direct line management responsibilities

Application Form and interview

## Skills and qualifications

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### Essential

Ability to be a dental educator  
Completed or enrolled on an East of England certificated teaching and learning course specific to Foundation Training

### Desirable

Certificated mentor or coach  
Relevant educational qualifications

### Evidenced by

Copies of all certificates as requested on the application form – professional, academic and for training programmes attended by the applicant relating to ES requirement.

Interview

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Equality and Diversity training completed within the last three years

Certificate

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Bullying and Harassment management procedures training completed within the last three years

Certificate

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Information Governance training completed

Certificate

# Practice Specification for NHS England Workforce, Training and Education – East of England Dental Foundation Training Educational Supervisors 2025-26 - November 2024

## Surgeries

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Registered with Care Quality Commission and normally with all CQC markers identified as 'good'

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A surgery to be available for at least 28 hours each week during term time and 35 hours for other working weeks. (In some cases this may be 32 hours every week.) Availability to be spaced evenly throughout the week in normal working hours

If **two** Foundation Dentists in practice; two surgeries to be available for at least 28 hours each week during term time and 35 hours for other working weeks. (In some cases this may be 32 hours every week.) Availability to be spaced evenly throughout the week in normal working hours. (A new practice is not able to apply for 2 FDs in the first year.)

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Surgery size at least 9 sq metres

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Equipment to be suitable for seated close support dentistry

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Equipment standard to be good, with high standards of maintenance.

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Full range of instrumentation and materials available for wide range of treatment (see application form and information booklet for itemised lists)

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Practice compliance with 'Essential Quality Requirements' of Health Technical Memorandum 01-05 (HTM 01-05)

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## Staffing

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Experienced, registered, trained nursing staff involved in education and learning to be available for the Foundation Dentist at all times

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Good, capable and efficient reception and management staffing with evidence of involvement in Foundation Dentist education and learning

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Sufficient staffing levels throughout the practice to allow for flexibility in cases of illness or holiday

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Presence of another dentist, able and prepared to provide supervision of the Foundation Dentist in the practice at times when the Educational Supervisor is not present.

If **two** Foundation Dentists are present; Presence of ES and/or other clinicians with evidence of suitable involvement and experience in Dental Foundation (Vocational) Training and learning, in practice at all times for support of trainee(s).

If **two** Foundation Dental Therapists are working clinically at the same time; Presence of ES and/or other clinicians with evidence of suitable involvement and experience in Dental Foundation (Vocational) Training and learning, in practice at all times for support of trainee(s)

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Evidence of regular staff meetings, with records and outcomes for action

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Appraisal system in practice / Staff records

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## NHS Contract

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Evidence of NHS contract within practice covering all Mandatory Services