

Appendix B: Study leave for Dentists in training – general principles

Dentists in training are referred to the national policy for study leave and local processes. In all areas, the following principles should apply:

- Foundation Dentists and longitudinal Joint Dental Foundation Core Trainees (JDFCT) in the primary care element, attend a mandatory HEE study programme, therefore are not entitled to any additional study leave. Any exception to this can only be at the discretion of the Postgraduate Dental Dean.
- Dentists in training within longitudinal JDFCT Training programmes in the secondary care element attend a mandatory HEE study programme which counts towards study day entitlement. Any additional discretionary study days during the hospital rotation may be agreed locally but must be approved in advance by the relevant Training Programme Director and align to the individual trainee's personal development plan.
- In relation to International study leave requests, Dental Core Training years 1 to 3 should be viewed as one training programme and therefore one international request allowed in three years. Costs will be paid as per the policy.
- Dentists in training should discuss their progress, aspirations and intentions regularly with their Educational and Clinical Supervisors. This should entail discussions in general terms at every Educational Supervision meeting, with more detailed discussions with their Clinical Supervisors at the start and of every placement. These discussions should be reflected in their PDP.
- In general, dentists in training should be progressing satisfactorily and meeting core curriculum requirements before considering applying for non-mandatory discretionary study leave.
- At all times (with the sole exception of taking an exam or when so advised by a TPD) Regional Teaching programmes provided locally should take precedence over any discretionary study day requests.
- Dentists in training should apply for study as per the local procedure using the specified form.