



Suffolk and North East Essex Dental Foundation Training Scheme

Autumn Term Programme 2024-2025





Suffolk and North East Essex Dental Foundation Training Scheme

PG Centre: Ipswich Postgraduate Medical and Dental Education Centre

PG Centre Address: Education Centre, Ipswich Hospital, Heath Road, Suffolk, IP4 5PD

Tel: 01473 702561 Ext: 1561

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

Charlene Wright

Postgraduate Centre Manager

Kevin Hartwell

Scheme Administrator

Abbie Boyd

Training Programme Director (Foundation)

Jemimah Rowden

LDS RCS Eng PG Cert Dental Ed

P:01277 220147 M:07956 429033

jemimah.rowden1@nhs.net



Suffolk and North East Essex Dental Foundation Training Scheme

Index to Autumn Term Programme

East of England Region	2
Index	3
Suffolk and North East Essex Scheme Postgraduate Centre	4
List of Study Days for Autumn Term	6
Details of Study Days	10
Calendar for 2024-2025	40
ESs and FDs of Suffolk and North East Essex Scheme	43
Buddy ES pairs for Suffolk and North East Essex Scheme	45
Online Learning 2024-2025	46
Milestones and APLAN 2024-2025	48
Audit 2024-2025	49
Problem Solving and Support Suffolk and North East Essex Scheme	51
Lead Employer 2024-2025	50
Claiming Travel and Subsistence 2024-2025	52
Practice Equipment List 2024-2025	53



Suffolk and North East Essex Dental Foundation Training Scheme

PG Centre: Ipswich Postgraduate Medical and Dental



The Postgraduate Education (PGME) Centre is located on site at Ipswich Hospital and is responsible for planning and promoting medical and dental education within the Trust and on a Regional level.

The Centre aims to provide the infrastructure and support to facilitate the education, training and continuing development of health care from around the country.

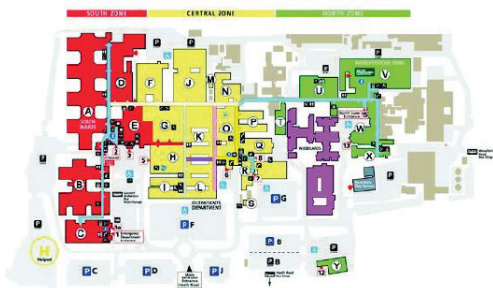
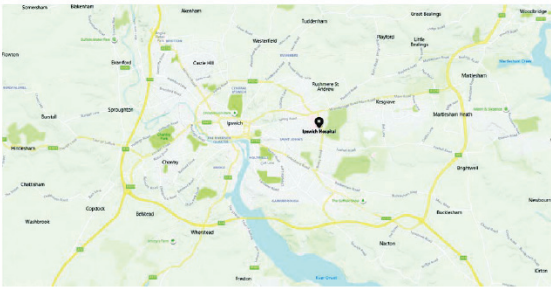


Ipswich PGME has an on site Dental Skills Centre, providing specialist hands on training for Foundation Dental Programs as well as CPD and DWD courses. The equipment and facilities are regularly maintained and comes equipped with a portable interactive presentation unit and large microscope.

Our training is well supported by the local Oral Surgery department who provide an exclusive insight into hands on dentistry within a hospital environment. Our library is an additional resource that is available to all who wish to utilise the study space and resources.



Location and Parking



Ipswich Hospital is located on the East side of Ipswich town centre and is well served by the public transport. Inside the Hospital ground there is a large bus stop area outside the Garrett Anderson Centre (Emergency/A&E department). Additionally there is bus stop on Woodbridge Road, near a pedestrian entrance to hospital grounds as well as a designated Park and Ride bus stop directly opposite.

Bus Routes:

Route 5, 5E, 800: From Ipswich Tower Ramparts Bus Station to Ipswich Hospital (Bus stop inside hospital grounds).

Route 2, 5, 5E, 6, 75, 78 and 79 - Travel past or near Ipswich Train Station to Ipswich Hospital (Bus stop inside hospital grounds).

Route 63, 64, 65, 66, 66a, 75, 77, 800, 900 and 978 - Alight at either the Park and Ride or Woodbridge Road bus stops.

Park and Ride Route 800: London Road Park and Ride IP8 3TQ to Martlesham Park and Ride IP5 3QN – Stops at Ipswich Hospital Park and Ride Bus Stop.

Car or Motorbike:

Exit the A14 at junction 57 on to the A1189.

Continue on the A1189 and follow the signs to the hospital.

By Train:

Ipswich Rail Station (IPS): This is the main station in Ipswich where all trains complete their journey. It is between 4.3-4.9 miles / 15-20 minutes by car depending on route from the IPS to the Ipswich Hospitals main entrance. It is around 3 miles / 1 hour and 10 minute walk from IPS to Ipswich Hospital. This station has a taxi rank.

Derby Road Rail Station (DBR) Derby Road, Ipswich IP3 8DN: Only some trains continue onto the DBR station. It is between 1.5-2.0 miles / 6-8 minutes by car depending on route from DBR to Ipswich Hospital main entrance. It is around a 1 mile / 30 minute walk from DBR to Ipswich Hospital. This station does not have a taxi rank.

Parking at Ipswich Hospital:

There is on site parking available to all visitors and staff, however this is limited. It is recommended to park in Pearson Road Staff Car Park for study days as this is often not full until 09:20am.



Autumn Term

Venues and Subjects

Monday 2nd September	Brief Virtual Meeting with TPD 10:00am-11:00am	<i>Online Via Teams</i>
Thursday 5th September	EoE DFT26 Regional Induction: Welcome and Introduction The Role of the Lead Employer in DFT The Role of the GDC Using the Dental ePortfolio	<i>Afternoon Virtual Remote Learning Platform</i>
Friday 6th September	DFT02: Scheme Induction: FD's and TPD DFT02: Scheme Induction: FD's , ES's and TPD	<i>Education Centre Ipswich Hospital</i>
Friday 13th September	DFT01: Clinical Skills Refresher	<i>Education Centre Ipswich Hospital</i>
Friday 20th September	DFT15: Paediatric Dentistry E-Learning / Personal Study	<i>Online Via Teams Followed By Personal Study</i>
Wednesday 25th September	Enhance - Introduction and Welcome Introduction to Enhance Domains - Part 1 Introduction to Enhance Domains - Part 2 Enhance Domain-based Multi-professional Discussion	<i>Hybrid - Red Lion, Whittlesford - and - Online</i>
Friday 27th September	e-Learning eLfH	<i>Personal Study</i>
Thursday 3rd October	DFT07: Oral Surgery	<i>Education Centre Ipswich Hospital</i>
Friday 4th October	DFT04: Endodontics 1	<i>Education Centre Ipswich Hospital</i>

Friday 11th October	e-Learning eLfh	<i>Personal Study</i>
Wednesday 16th October	Anterior Restorations	<i>Education Centre Ipswich Hospital</i>
Thursday 17th October	Posterior Restorations Including Composite and Amalgam	<i>Education Centre Ipswich Hospital</i>
Friday 18th October	Early-Stage Review - Interviews	<i>Online Via Teams</i>
Friday 25th October	DFT05 & DFT27: Communications Skills and Behavioural Change	<i>Education Centre Ipswich Hospital</i>
Friday 1st November	DFT28: Radiography Clinical Skills Refresher and Treatment Planning	<i>Education Centre Ipswich Hospital</i>
Thursday 8th November	DFT18 NHS Rules and Regulations DFT06 Clinical Photography	<i>Online Via Zoom</i>
Friday 15th November	DFT21: Milestone 1	<i>Online Via Teams</i>
Thursday 21st November	DFT13C: Posterior Crown Prep and Onlays	<i>Education Centre Ipswich Hospital</i>
Friday 22nd November	DFT13D: Anterior Crown Prep and Veneers	<i>Education Centre Ipswich Hospital</i>
Friday 29th November	DFT19: Regional DFT/DCT Joint Oral Cancer Event	<i>Hilton Hotel Cambridge City Centre</i>
Friday 6th December	DFT14: Orthodontics DFT31: Dementia	<i>Online Via Teams</i>

Friday 13th December

e-Learning eLfh

Personal Study

Friday 20th December

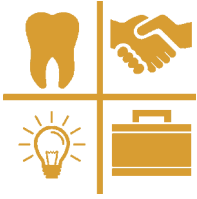
End of Term Review and Milestone 3 Information

Online Via Teams

Important Dates and Deadlines

Dental Foundation Training Programme Starts	Monday 2nd September 2024
Initial Scheme Meeting with TPD (Online)	Monday 2nd September 2024
Regional Induction (Online)	Thursday 5th September 2024
Early Stage Review Interviews (Online)	Friday 18th October 2024
Milestone 1 Presentation Submission Opens	Monday 10th November 2024
Milestone 1 Presentation Submission Closes	Thursday 14th November 2024
Milestone 1 Presentation Day (Online)	Friday 15th November 2024
APLAN Milestone 2 Submission Opens	Friday 6th December 2024
End of Term Review and Milestone 3 Information (Online)	Friday 20th December 2024
APLAN Milestone 2 Submission Closes	Friday 10th January 2025
Mid-Year Visits with ADEPT by TPD (If Required)	10.01.2025-13.02.2025
APLAN Milestone 2 Review for FDs and ESs Opens	Saturday 11th January 2025
APLAN Milestone 2 Review Submission Closes	Friday 24th January 2025
Practice Exchange Visits	27.01.2025-10.02.2025
APLAN Milestone 2 Presentation Day (In Person)	Friday 14th February 2025
IRCP	Friday 28th February 2025

APLAN Milestone 3 Submission Opens	Friday 25th April 2025
Clinical Audit from FDs to Buddy ESs Submission Closes	Friday 2nd May 2025
Clinical Audit Feedback to FDs from Buddy ESs Submission Deadline	Friday 16th May 2025
APLAN Milestone 3 Submission Deadline	Friday 30th May 20245
APLAN Milestone 3 Review for FDs and ESs Opens	Saturday 31st May 2025
APLAN Milestone 3 Review for FDs and ESs Submission Closes	Friday 13th June 2025
APLAN Milestone 3 Presentation Day (In Person)	Friday 27th June 2025
EoE35 DFT / DCT Showcase	Friday 11th July 2025
FRCP Report Submission Closes	Friday 11th July 2025
FRCP	Friday 25th July 2025
Scheme Meeting	Friday 1st August 2025
End of DFT Year	Friday 31st August 2025



Monday 2nd September

Online Via Teams

Morning Session

10:00

Brief Virtual Meeting with TPD
10:00am-11:00am

CPD Hrs = 0

Jemimah Rowden

TPD For SNEE DFT Scheme

This is a initial virtual meeting with the scheme TPD and administrator ahead of the regional and scheme induction of later on in the week.



11:00

End



Thursday 5th September

Afternoon Virtual Remote Learning Platform

Afternoon Session

13.30

EoE DFT26 Regional Induction: Welcome and Introduction

CPD Hrs = 3

Malcolm Brady | Jason Stokes

Postgraduate Dental Dean | Associate Postgraduate Dean

This session aims to introduce and orientate the foundation dentists to the Dental Foundation Training year.

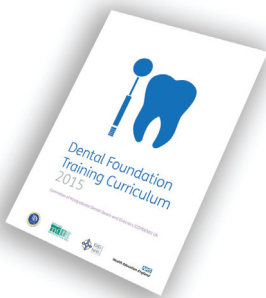
Objectives

- Describe the dental foundation training year, the induction process, the support services available and the commitment needed to complete the year.
- Explain how to access and navigate the DFT e-portfolio, Intrepid Course Manager and the NHSE WT&E website.
- Discuss the RCP processes involved in the satisfactory completion of DFT.

Learning Content

- Describe the dental foundation training year, the induction process, the support services available and the commitment needed to complete the year.
- Recognise how to access and navigate the DFT e-portfolio, Intrepid Course Manager and the NHSE WT&E website.
- Explain the RCP processes involved in the satisfactory completion of DFT.

GDC Outcomes: A B C D





Thursday 5th September

Afternoon Virtual Remote Learning Platform

Afternoon Session

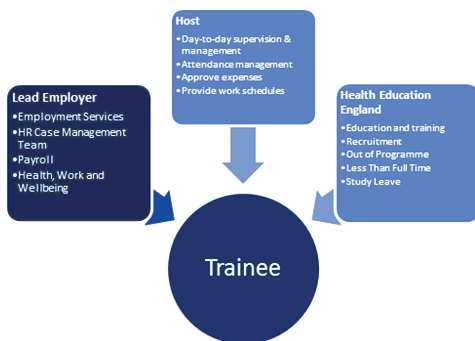
14:00

The Role of the Lead Employer in DFT

Anne Potter and Rebecca Jones

Lead Employer, St Helens and Knowsley Trust

The Lead Employer in Dental Foundation Training covers many roles and functions. This presentation will provide information and guidance for everyone



14:20

The Role of the GDC

Anika Daclan

Engagement Officer · General Dental Council

The General Dental Council re an independent organisation which regulates dentists and dental care professionals in the UK. They set dental standards, hold a register of qualified dental professionals, quality assure education and investigate concerns about treatment or conduct.

Objectives

- To learn about the role and structure of the GDC.
- To learn about how the GDC regulates the profession
- To learn about professional and ethical responsibilities of registrants

Learning Content

- FD's responsibilities as Dental Professionals
- How the GDC functions.
- What sanctions can be applied to registrants in breach of their professional standards

GDC Outcomes: A B C D

15:20

Break





Thursday 5th September

Afternoon Virtual Remote Learning Platform

Afternoon Session

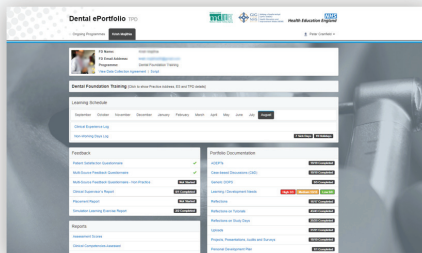
15:35

Using the Dental ePortfolio

CPD Hrs = 3

Peter Cranfield

Associate Dean, Trainign Programme Director



The Dental ePortfolio is an online record of your progress and development throughout the Foundation Training year. Not only does it contain your reflective comments on your experiences and learning, but it also records all your achievements and their assessments. It provides tools for gaining feedback from the dental team around you, and also from your patients. It also logs your clinical work and growth. Timely completion of the ePortfolio is essential and this session is an opportunity to learn about the content and hidden depths of the ePortfolio.

16:35

End



Friday 6th September

Education Centre Ipswich Hospital

Day Session

09:30

DFT02: Scheme Induction: FD's and TPD

CPD Hrs = 3

Jemimah Rowden

Training Programme Director



A welcome to the members of the Scheme and an introduction to the programme for the year. This is our first in person meeting together and is the time to get to know each other and our responsibilities throughout the year.

Objectives

- *Explain in more detail the work required to complete the recommendations for the year.*
- *Define the processes of conducting a clinical audit and the preparation required to complete this element of the coursework schedule.*
- *Explain what is needed complete the three Milestone cases Foundations 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 Clinical Audit and Milestones.*

GDC Outcomes: A B C D

12.30

Lunch



Friday 6th September

Education Centre Ipswich Hospital

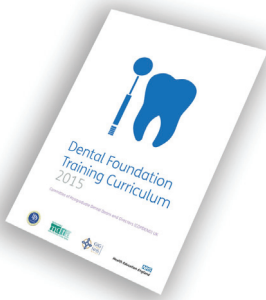
Afternoon Session

13:30

DFT02: Scheme Induction: FD's , ES's and TPD

CPD Hrs = 3

FDs, ESs and TPD



A welcome to the members of the Scheme and an introduction to the programme for the year. This is our first in person meeting together and is the time to get to know each other and our responsibilities throughout the year.

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 Clinical Audit and Milestones.*

GDC Outcomes: A B C D

16:30

End



Friday 13th September

Education Centre Ipswich Hospital

Day Session

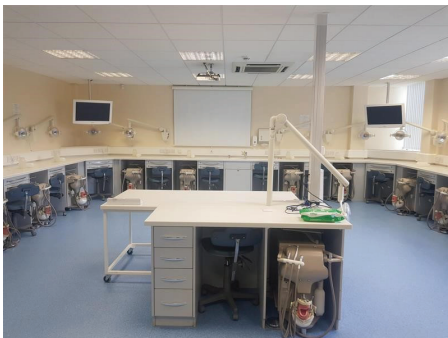
09:30

DFT01: Clinical Skills Refresher

CPD Hrs = 6

Jemimah Rowden

Training Programme Director



This session is an opportunity to carry out clinical work in a skills room, 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

- *Evidence the systematic and accurate removal of simulated dental caries.*
- *Refresh dental preparation skills on a simulator prior to starting work in general dental practice.*
- *Gain experience in placement, carving and finishing of amalgam restorations.*
- *Identify through experience and peer review areas of experiential or learning need across a wide range of techniques.*

Learning Content

- *Demonstrate accurate caries removal and the preservation of sound dentine and supported enamel.*
- *Demonstrate the placement, carving and finishing of amalgam restorations.*
- *Identify through experience and peer review areas of experiential or learning need across a wide range of techniques*

GDC Outcomes: C D



16:30

End



Friday 20th September

Online Via Teams Followed By Personal Study

Morning Session

09:30

DFT15: Paediatric Dentistry

CPD Hrs = 3

Sunny Sareen and Sajay Sareen



The aim of this session is to review current best practice in the dental management of paediatric patients.

Objectives

- *Assess and list our responsibilities in relation to paediatric management within in general dental practice.*
- *Describe current treatment protocols in managing symptomatic/asymptomatic primary teeth and be able to apply current restorative techniques to manage various scenarios.*
- *Demonstrate the use of stainless-steel crowns to help develop the skills to use the Hall technique in a reliable manner.*

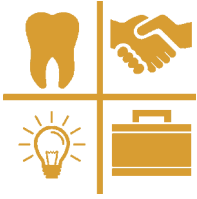
Learning Content

- *Describe our responsibilities in providing 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

12:30

Lunch



Friday 20th September

Online Via Teams Followed By Personal Study

Afternoon Session

13:30

E-Learning / Personal Study

CPD Hrs = 3



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

Objectives

- *An opportunity to complete the Mandatory: e-Learning e-LfH and SCRIPT modules*
- *Work on completing essential elements of the e-Portfolio including Reflective logs, tutorials, Study Day logs, Uploads etc.*
- *Ability to plan and research to meet the recommendations for IRCP, Milestones, Clinical Audit and FRCP.*
- *Completion ongoing e-portfolio documentation.*

GDC Outcomes: A B C D

16:30

End



Wednesday 25th September

Hybrid - Red Lion, Whittlesford - and - Online

Morning Session

10:15

Enhance - Introduction and Welcome

CPD Hrs = 6

enhance

Developing our integrated healthcare teams
Delivering modern healthcare

The Enhance introductory module hub event is part of the NHS England Enhancing Generalist Skills programme. This is a professional development offer for all healthcare professionals with a syllabus covering six health and care domains and four key cross-cutting themes.

The aim of Enhance is to equip all healthcare professionals with the additional generalist skills required to deliver excellent person-centred care across the evolving complexities of the health and care system.

The importance of this was emphasised in the 2023 NHS Long Term Workforce Plan (LTWP), mandating that the Enhance programme be expanded to embed the benefits of a more generalist approach across healthcare education and training.

11:10

Break

11:30

Introduction to Enhance Domains - Part 1



11:30 – Domain 1: Person centred practice

Speaker: TBC

11:55 – Domain 2: Complex multimorbidity

Speaker: TBC

12:20 – Domain 3: System working

Speaker: TBC

13:00

Lunch



Wednesday 25th September

Hybrid - Red Lion, Whittlesford - and - Online

Afternoon Session

13:45 Introduction to Enhance Domains - Part 2

enhance

Developing our integrated healthcare teams
Delivering modern healthcare

13:45 – Domain 4: Population health

Speaker: TBC

14:10 – Domain 5: Social justice and health equity

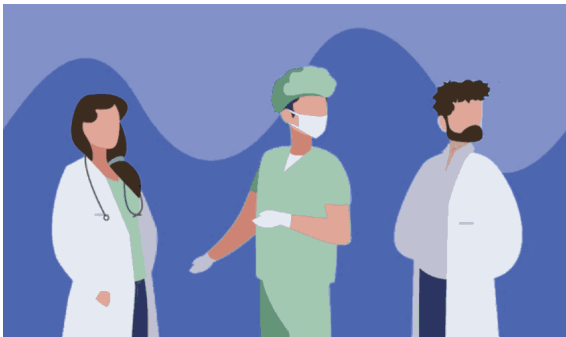
Speaker: TBC

14:35 – Domain 6: Environmental sustainability

Speaker: TBC

15:00 Break

15:20 Enhance Domain-based Multi-professional Discussion



This part of the day is to allow full discussion and problem solving across multi-professional groups with the aim of understanding better the scope of practice of many different healthcare teams.

Objectives

- Support future healthcare professional to feel confident in meeting the complex demands of the healthcare landscape, while promoting self-care at individual, team, and organisational levels across all healthcare professions.
- Understand better and have knowledge of methods of addressing population health and care needs in the communities they serve by harnessing data, technology, and contemporary research methodologies.

Learning Content

- Feel confident in co-delivering 'whole person' care for patients with multiple conditions.
- Become authentic, collaborative leaders and colleagues with a thorough grounding in human factors and team science.

GDC Outcomes: A B C D

16:45 End



Friday 27th September

Personal Study

Day Session

09:30

e-Learning eLfH

CPD Hrs = 6



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

Objectives

- *An opportunity to complete the Mandatory: e-Learning e-LfH and SCRIPT modules*
- *Work on completing essential elements of the e-Portfolio including Reflective logs, tutorials, Study Day logs, Uploads etc.*
- *Ability to plan and research to meet the recommendations for IRCP, Milestones, Clinical Audit and FRCP.*
- *Completion ongoing e-portfolio documentation.*



Thursday 3rd October

Education Centre Ipswich Hospital

Day Session

09:30

DFT07: Oral Surgery

CPD Hrs = 6

Devi Devendran and Imola Virginas

Oral Surgeons

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 preoperative 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 anaesthetic 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.*
- *List the relevant guidance relating to oral surgery care in general dental practice.*

GDC Outcomes: A C

16:30

End



Friday 4th October

Education Centre Ipswich Hospital

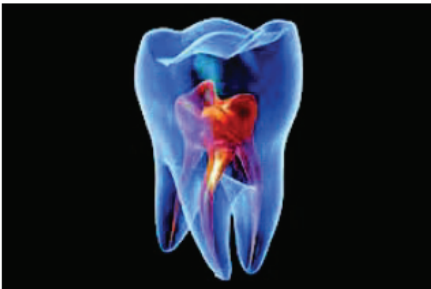
Day Session

09:30

DFT04: Endodontics 1

CPD Hrs = 6

Nick Barker



Allow Foundation Dentists to gain a greater confidence, knowledge and technical ability in the diagnosis and treatment of apical and pulpal pathology. Further allowing the Foundation Dentists to understand the factors involved in restoring the endodontically treated tooth.

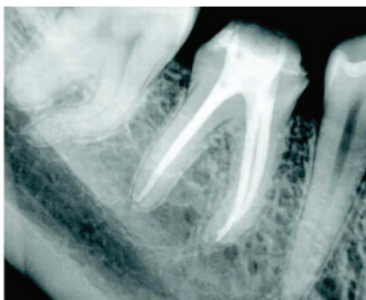
Objectives

- *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.*
- *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

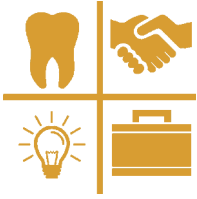
- *Demonstrate an enhanced knowledge and ability to manage patients with Endodontic problems.*
- *Demonstrate greater skill in the treatment of endodontically involved teeth.*
- *Evaluate how to restore the endodontically treated tooth.*

GDC Outcomes: A C



16:30

End



Friday 11th October

Personal Study

Day Session

09:30

e-Learning eLfH

CPD Hrs = 6



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

Objectives

- *An opportunity to complete the Mandatory: e-Learning e-LfH and SCRIPT modules*
- *Work on completing essential elements of the e-Portfolio including Reflective logs, tutorials, Study Day logs, Uploads etc.*
- *Ability to plan and research to meet the recommendations for IRCP, Milestones, Clinical Audit and FRCP.*
- *Completion ongoing e-portfolio documentation*

16:30

End



Wednesday 16th October

Education Centre Ipswich Hospital

Day Session

09:30

Anterior Restorations

CPD Hrs = 6

Jinesh Vaghela, Ali Chohan and Fahad Sheikh



To assist Foundation Dentists in choosing which equipment and techniques to employ when directly restoring anterior teeth.

Objectives

- *Evaluate the different composite systems available, the nature of their composition and how this may impact on material selection choice when restoring anterior teeth, alongside application of the knowledge of the anatomy of anterior teeth.*
- *Define current bonding techniques, matrix systems, techniques for composite build-ups/placement, use of stents, alongside shaping and finishing protocols, to produce a life-like final restoration.*
- *Undertake a series of practical exercises to reinforce protocols associated with direct anterior restorations using a phantom head: class IV restoration and a direct composite veneer.*

Learning Content

- *Critique from improved knowledge and ability, when to use which technique for direct anterior restorations.*
- *To have enhanced practical skills in restoring anterior teeth, using a variety of techniques and equipment, to an appropriate form, to provide a functional and aesthetic restoration.*

GDC Outcomes: A C

16:30

End



Thursday 17th October

Education Centre Ipswich Hospital

Day Session

09:30

Posterior Restorations Including Composite and Amalgam

CPD Hrs = 6

Jinesh Vaghela, Ali Chohan and Fahad Sheikh



To assist Foundation Dentists in choosing which materials, equipment and techniques to employ when directly restoring posterior teeth.

Objectives

- *Evaluate the current status of direct posterior restorations, material selection, cavity design and where relevant, bonding protocols.*
- *Define how isolation/moisture control aids the placement of certain materials.*
- *Undertake practical exercises to reinforce protocols on contemporary matrix selection, placement of composite and amalgam, alongside shaping, finishing and polishing of these materials.*

Learning Content

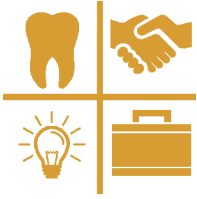
- *Critique from improved knowledge and ability, when to use which material where for direct posterior restorations.*
- *To have enhanced practical skills in restoring posterior teeth, using a variety of techniques and equipment, to an appropriate form, to provide a functional restoration.*

GDC Outcomes: A C



16:30

End



Friday 18th October

Online Via Teams

Morning Session

09:30

Early-Stage Review - Interviews

CPD Hrs = 3

Online

Individual FD Remote Interviews with Jemimah Rowden

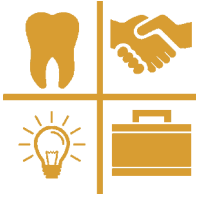
1:1 review between the TPD and FD

- *Normally, no longer than 15 minutes*
- *The TPD reviews the Educational Supervisor (Trainer) report, FD report and TPD report to look for themes and trends.*
- *A discrepancy between Educational Supervisor evaluation and Trainee evaluation may point to confidence, competence or insight issues.*
- *TPD reviews ES action plan and adapts it if necessary*
- *Actions need to have SMART goals (Specific, Measurable, Achievable, Realistic, Time-specific)*
- *Signed by TPD and FD*
- *Outcome shared with Trainer*
- *A minority (1-2 per scheme) will need to be notified to Associate Deans with a follow up review.*



12:30

End



Friday 25th October

Education Centre Ipswich Hospital

Day Session

09:30

DFT05 & DFT27: Communications Skills
and Behavioural Change

CPD Hrs = 6

Anthony Asquith



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 1st November

Education Centre Ipswich Hospital

Day Session

09:30

DFT28: Radiography Clinical Skills
Refresher and Treatment Planning

CPD Hrs = 6

Chrisoula Nicopolous



This session aims to provide a refresher on how to justify, report and grade dental radiographs. The session will refresh theory in relation to everyday practice for dental radiography. It will also try to explain the appropriate use of the range of holders and views available.

Objectives

- Describe how to justify, report and grade your radiographs.
- Explain hints and tips for overcoming common issues with dental radiography.
- Discuss how to choose appropriate radiographic views for a range of clinical scenarios.

Learning Content

- Justify, assess and report on dental radiographs.
- Employ processes to overcome common issues in dental radiography.
- Choose the appropriate views for dental radiographs.

GDC Outcomes: A B D

16:30

End



Thursday 8th November

Online Via Zoom

Day Session

09:30

DFT18 NHS Rules and Regulations

CPD Hrs = 3

Jinesh Vaghela, Ali Chohan and Fahad Sheikh



This session will provide Foundation Dentists with a working knowledge of the rules and regulations applying to the provision of NHS dental care. It will 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.
- Describe how to talk confidently about what can be provided through NHS dental services.

Learning Content

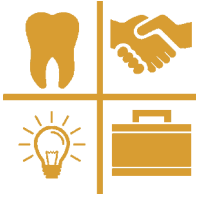
- List the structures and content of NHS treatment bands and associated NHS banding charges.
- Apply the rules regarding provision of NHS dental care.
- Perform GDS services within the structure of NHS GDS contracts.

GDC Outcomes: A B D



12.30

Lunch



Thursday 8th November

Online Via Zoom

Afternoon Session

13:30

DFT06 Clinical Photography

CPD Hrs = 3

Jinesh Vaghela, Ali Chohan and Fahad Sheikh



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

16:30

End



Friday 15th November

Online Via Teams

Day Session

09:30

DFT21: Milestone 1

CPD Hrs = 6

FD's Present to TPD and ES's



This session enables Foundation Dentists to present their Milestone 1 Case. The Foundation Dentists will receive constructive feedback from fellow professionals.

Objectives

- *Effectively present the case of a patient with dental trauma or a dental emergency to fellow dental professionals.*
- *Demonstrate how to use the case of a patient with dental trauma or a dental emergency to reflect on clinical skills of analysis and care provision.*
- *Demonstrate how to constructively offer feedback related to a case of a patient with dental trauma or a dental emergency.*

Learning Content

- *Direct reflection and feedback into professional development.*
- *Demonstrate the provision of patient care through use of reflection, analysis and planning.*
- *Demonstrate how to deliver constructive feedback to fellow professionals.*

GDC Outcomes: A C D

16:30

End



Thursday 21st November

Education Centre Ipswich Hospital

Day Session

09:30

DFT13C: Posterior Crown Prep and Onlays

CPD Hrs = 6

Amit Patel and Anup Ladva



This session aims to build on the undergraduate knowledge and understanding of tooth wear and advanced restorative techniques.

Objectives

- Describe tooth surface loss, its diagnose, aetiology and treatment
- Explain how to recognise and diagnose tooth surface loss and its causes.
- Demonstrate current methods for restoring and replacing tooth tissue in clinical practice.

Learning Content

- describe tooth surface loss, its diagnose, aetiology and treatment • Explain how to recognise and diagnose tooth surface loss and its causes.
- Explain how to recognise and diagnose tooth surface loss and its causes.
- Demonstrate current methods for restoring and replacing tooth tissue in clinical practice.

GDC Outcomes: A C



16:30

End



Friday 22nd November

Education Centre Ipswich Hospital

Day Session

09:30

DFT13D: Anterior Crown Prep and Veneers

CPD Hrs = 6

Amit Patel and Anup Ladva



This session aims to assist Foundation Dentists in developing their restorative skills. This session will explore more advanced restorative techniques.

Objectives

- Describe the status of more advanced restorative techniques.
- Define under what clinical situations these techniques should be best employed.
- Demonstrate how advanced restorative techniques can be successfully provided.

Learning Content

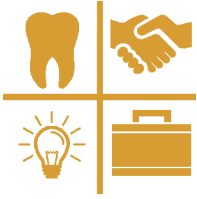
- Describe the status of more advanced restorative techniques.
- Define under what clinical situations these techniques should be best employed.
- Demonstrate how advanced restorative techniques can be successfully provided.

GDC Outcomes: A C



16:30

End



Friday 29th November

Hilton Hotel Cambridge City Centre

Day Session

09:30

DFT19: Regional DFT/DCT Joint Oral
Cancer Event

CPD Hrs = 6



The aim of this day is to bring together the whole dental team from primary, secondary and tertiary care to update our knowledge on the current management of oral cancer, post cancer rehabilitation as well as hearing personal stories from those living with oral and other cancers.

Objectives

- *Provide an overview of Oral Cancer, how to recognise it, refer it and how it is treated in secondary care.*
- *Demonstrate the importance of support of the patient in primary care.*
- *Share insights of the life of a cancer patient, how to deliver bad news and how dental teams can support the patient.*
- *Discuss the management of a cancer patient on polypharmacy, chemotherapy and bisphosphonates.*

Learning Content

- *Explain the mechanism of oral cancer, it's management and the role dental teams can play in identifying and referring appropriately.*
- *Describe the surgical and medical management of oral cancer patients.*
- *Define the challenges of all patients living with cancer in order to address their dental needs.*

GDC Outcomes: A B C D



16:30

End



Friday 6th December

Online Via Teams

Day Session

09:30

DFT14: Orthodontics

CPD Hrs = 3

Raj Wadhvani



This session aims to provide the foundation dentist with an understanding of the role a general dental practitioner plays diagnosing, referring, and monitoring the orthodontic care of their patients.

Objectives

- Describe methods of assessing and diagnosing skeletal, dental and occlusal relationships in the primary, mixed and permanent dentition accurately, and identifying conditions which may require treatment or referral.
- Explain the methods of communication with orthodontic patients that provides ethical and caring support.
- Evaluate the role of the general dental practitioner in the provision of orthodontic care for patients and their families.

Learning Content

- Assess and diagnose malocclusion or disturbances of the developing dentition with the aim of providing the optimal treatment pathways for patients.
- Communicate with orthodontic patients in a way that provides ethical and caring support.
- Assist in the management of orthodontic diagnosis, treatment, and referral of patients.

GDC Outcomes: A C



12.30

Lunch



Friday 6th December

Online Via Teams

Afternoon Session

13:30

DFT31: Dementia

CPD Hrs = 3

Zahra Nasir



This session will promote awareness of dementia and provide the whole dental team with knowledge, skills and a treatment approach to manage patients with dementia. With an ageing society, the challenges of treating patients increases.

Objectives

- Explain dementia, its presentation and progression.
- Examine ways of improving oral health for patients with dementia.
- Describe what makes dental care “dementia-friendly”.

Learning Content

- Describe dementia, its presentation and progression.
- Apply techniques to improve oral health for patients with dementia.
- Provide “dementia-friendly” dental care.

GDC Outcomes: A B C



16:30

End



Friday 13th December

Personal Study

Day Session

09:30

e-Learning eLfH

CPD Hrs = 6



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

Objectives

- *An opportunity to complete the Mandatory: e-Learning e-LfH and SCRIPT modules.*
- *Work on completing essential elements of the e-Portfolio including Reflective logs, tutorials, Study Day logs, Uploads etc.*
- *Ability to plan and research to meet the recommendations for IRCP, Milestones, Clinical Audit and FRCP.*
- *Completion ongoing e-portfolio documentation.*

16:30

End



Friday 20th December

Online Via Teams

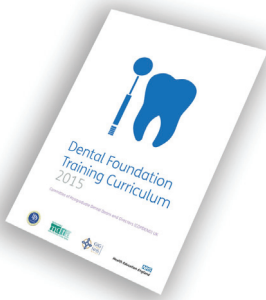
Morning Session

09:30

End of Term Review and Milestone 3
Information

CPD Hrs = 3

Jemimah Rowden



To reinforce coursework details and expectations for IRCP.

Objectives

- *Explain in more detail the work required to reach IRCP Outcome 1.*
- *Review the preparation required to complete the coursework requirements.*
- *To review progress on Milestone cases and the required standards.*

Learning Content

- *Foundation Dentists will be able to recognise the workload involved regarding coursework elements.*
- *Identify the requirements to produce satisfactory standard of work to meet expectations, including those for clinical audit and Milestones.*
- *Review the work required to complete the recommendations for the year. Review and support needed to complete requirements.*
- *Discussion of requirements for Milestone 3 and review of Milestone 2 progress to date of FD progress to date.*

GDC Outcomes: A B C D

12:30

End



Calendar 2024-2025

September 2024

Monday 2nd September	Brief Virtual Meeting with TPD - Online
Thursday 5th September	EoE26: Regional Induction - Online
Friday 6th September	DFT02: Scheme Induction - Ipswich
Friday 13th September	DFT01: Clinical Skills Refresher - Ipswich
Friday 20th September	Morning: DFT15: Pediatric Dentistry - Online Afternoon: E-Learning SCRIPT Personal Study
Wednesday 25th September	Enhance TBC
Friday 27th September	e-Learning eLfH Personal Study

October 2024

Thursday 3rd October	DFT07: Oral Surgery - Ipswich
Friday 4th October	DFT4A: Endodontics 1 - Ipswich
Friday 11th October	e-Learning eLfH Personal Study
Wednesday 16th October	Anterior Restorations - Ipswich
Thursday 17th October	Posterior Restorations (Including Composites and Amalgam) - Ipswich
Friday 18th October	Early Stage Review Interviews - Online
Friday 25th October	DFT05 Communication Skills and DFT27: Behavioral Changes - Ipswich

November 2024

Friday 1st November	DFT28: Radiography Clinical Skills Refresher and Treatment Planning - Ipswich
Thursday 7th November	Morning: DFT18: NHS Rules and Regulations - Online Afternoon: DFT06: Clinical Photography - Online
Monday 10th November	Milestone 1 Presentation Submission Opens
Thursday 14th November	Milestone 1 Presentation Submission Closes
Friday 15th November	DFT21 Milestone 1 Presentation - Online
Thursday 21st November	DFT13C: Posterior Restorations Crown Prep and Onlays - Ipswich
Friday 22nd November	DFT13D: Anterior Crown Prep and Veneers - Ipswich
Friday 29th November	DFT19I: Regional DCT / DFT Joint Oral Cancer Event - Online

December 2024

Friday 6th December	Morning: DFT14: Orthodontics - Online Afternoon: DFT31: Dementia - Online
Friday 6th December	APLAN Milestone 2 Submission Opens
Friday 20th December	End of Term Review and Milestone 3 Information- Online

January 2025

Friday 10th January	APLAN Milestone 2 Upload Submission Closes
Friday 10th January - 13th February	Mid Year Practice Visits with ADEPT by TPD (If Required)
Saturday 11th January	APLAN Milestone 2 Review for FDs and ESs Opens
Friday 24th January	APLAN Milestone 2 Review Closes
Friday 24th January	DFT08: MedicoLegal - Ipswich
Monday 27th January - Monday 10th February	Practice Exchange
Friday 31st January	e-Learning eLfH Personal Study

February 2025

Monday 27th January - Monday 10th February	Practice Exchange
Friday 7th February	e-Learning eLfH Personal Study
Friday 14th February	APLAN Milestone 2 Restored Endodontics Cases Presentation Day - Ipswich
Thursday 20th February	DFT11 & DFT12: Periodontics and Implants - Ipswich
Friday 21st February	DFT10: Prosthetics - Ipswich
Friday 28th February	IRCP

March 2025

Friday 7th March	Practice Exchange Reports and Interesting Cases from ES's - Ipswich
Friday 14th March	Morning: DFT17: Health and Safety in Dental Practice - Ipswich Afternoon: DFT16: Dental Emergencies - Ipswich
Friday 21st March	Morning: DFT03: Treatment Planning - Online Afternoon: DFT03: Quality Management - Online

April 2025

Thursday 3rd April	DFT20: Tooth Surface Loss and Occlusion - Ipswich
Friday 4th April	DFT13E: Restorative Post Core and Bridges - Ipswich
Monday 7th April - Monday 21st April	School Holidays
Friday 18th April	Good Friday
Sunday 20th April	Easter Sunday
Monday 21st April	Easter Monday

Friday 25th April	DFT09: Anxiety Management and Pain Management - TBC
Friday 25th April	APLAN Milestone 3 Submission Opens
Friday 25th April	ES Development Day

May 2025

Friday 2nd May	Clinical Audit FD to ES Submission Closes
Friday 2nd May	DFT4B: Endodontics 2 - Ipswich
Friday 9th May	Morning: DFT25: Finance Tax and Pensions - Ipswich Afternoon: DFT25: Associate Agreements / BDA - Ipswich
Friday 16th May	Clinical Audit Feedback to FD from Buddy ESs Closes
Friday 23rd May	Clinical Audit Presentation Day - Online
Friday 30th May	APLAN Milestone 3 Submission Upload Closes
Saturday 31st May	APLAN Milestone 3 Review for FDs and ESs Opens

June 2025

Friday 13th June	APLAN Milestone 3 Review for FDs and ESs Upload Closes
Friday 20th June	ES Prep Day
Friday 27th June	DFT23: Milestone 3 Presentation Day - Ipswich

July 2025

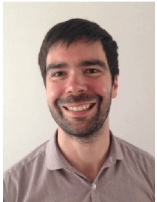
Friday 11th July	EoE 35: DFT /DCT Showcase - Cambridge
Friday 11th July	FRCP Report Submission Closes
Friday 25th July	FRCP

August 2025

Friday 1st August	Scheme Meeting - Online
Sunday 31st August	Last Day of Term / End of DFT Year



Educational Supervisors and Foundation Dentists



Ashley Petit

Capel Dental Ltd, 63 Thorney Road, Capel St Mary, Ispwich, IP9 2LL



Tanya Hassan

Kings College London

01473 311130



Jillian Geaney

Wedgwood House Dental Practice, 100 Bury Street, Stowmarket, IP14 1HF



Ghulam W Ahmad

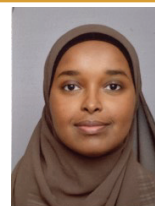
Manchester University

01449 771700



Kate Pearce

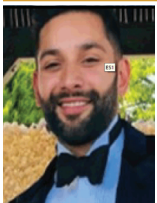
Wedgwood House Dental Practice, 100 Bury Street, Stowmarket, IP14 1HF



Salma Hassan

Medical University of Plovdiv

01449 771700



Fahad Sheikh

Cobbins Brook Smile Clinic, 28 Honey Lane, EN9 3BT



Stephen Duong

Kings College London

01992 711199



Anup Ladva

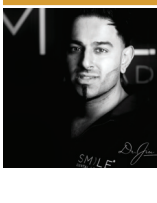
Braintree Dental Studio, Unit 4 The Square, Great Notley, Braintree, CM77 7WW



Prashant Makwana

Universidad Europea de Madrid

01376 569090



Jinesh Vaghela

Cobbins Brook Smile Clinic, 28 Honey Lane, EN9 3BT



Shamu Jeyatheepan

Cardiff University

01992 711199



Nick Barker

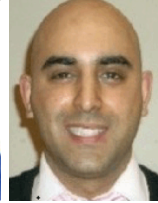
Bromley Road Dental Surgery, 13a Bromley Road, Colchester, CO4 3JE



Shaun Thomas

Kings College London

01206 870678



**Armin Menason
Kavi Ravaliya
Sachin Sedani**

North Hill Dental, 46 North Hill, Colchester, CO1 1PY



Naveen Malwatta

Sheffield Hallam University

01206 577912



Prinaven Moodley

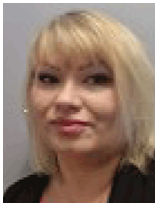
MyDentist Clacton on Sea, 121-129 Old Road, Clacton-On-Sea, CO15 3AW



Anush Prabhu

Bristol University

01255 422502



**Agnieszka Marcinkowska-Lagosz
Hind Abduldaiem**

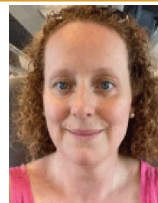
Great Horkesley Dental Studio, 1 Keelers Way, Great Horkesley, Colchester, CO6 4EE



Ashwin Nair

Birmingham University

01206 271192



**Frederick Fernando
Mital Patel
Carys Halsall**

The Walden Dental Clinic, 6 London Road, Saffron Walden, CB11 4ED



Abdur Khan

Bristol University

01799 523194



Arman Maqbool

Manningtree Dental Practice and Implant Centre, 17a High Street, Manningtree, CO11 1AG



Ahmad Nazir

Queen Marys University

01206 391065



Olayinka Awolesi

Hatfield Peveler Dental Surgery, Arundel House, The Street Hatfield Peveler, Chelmsford, CM3 2EA



Nawal Samatar

Kings College London

01245 380360



Suffolk and North East Essex Scheme Buddy ES Pairings 2024-2025

Foundation Dentist	Educational Supervisor(s)	Buddy ES(s)
Tayna Hassan	Ashley Petit	Prinaven Moodley
Ghulam W Ahmed	Jill Geaney	Nick Barker
Salma Hassan	Kate Pearce	Agnieszka Marcinkowska-Lagosz and Hind Abduldaiem
Sahmu Jeyatheepan	Jinesh Vaghela	Frederick Fernando, Mital Patel and Carys Halsall
Stephen Duong	Fahad Sheikh	Frederick Fernando, Mital Patel and Carys Halsall
Prashant Makwana	Anup Ladva	Olayinka Awolesi
Anush Prabhu	Prinaven Moodley	Ashley Petit
Abdur 'Rahim' Khan	Frederick Fernando, Mital Patel and Carys Halsall	Fahad Sheikh
Nawal Samatar	Olayinka Awolesi	Anup Ladva
Ahmad Nazir	Arman Maqbool	Sachin Sedani, Kavi Ravaliya and Armin Menason
Naveen Malwatta	Sachin Sedani, Kavi Ravaliya and Armin Menason	Arman Maqbool
Shaun Thomas	Nick Barker	Jillian Geaney
Ashwin Nair	Agnieszka Marcinkowska-Lagosz and Hind Abduldaiem	Kate Pearce



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\(e-lfh.org.uk\)](http://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.

Modules Course Sections

Statutory and Mandatory Training (SMT) Completion by Early Stage Review

- Conflict Resolution Level 1 40 mins
- Data Security Awareness Level 1 70 mins
- Equality and Diversity and Human Rights Level 1 20 mins
- Fire Safety Level 1 30 mins
- Moving and Handling Level 1 40 mins
- Preventing Radicalisation - Basic Prevent Awareness 35 mins
- Safeguarding Adults Level 1 40 mins
- Safeguarding Adults Level 2 40 mins
- Safeguarding Children Level 1 30 mins
- Safeguarding Children Level 2 35 mins

Mental Capacity Act (MCA) Completion by IRCP

- Mental Capacity Act as Part of Human Rights 20 mins
- Assessing Mental Capacity 20 mins
- Planning Ahead Using the MCA 20 mins
- Best Interests 20 mins
- Restraint 20 mins

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:

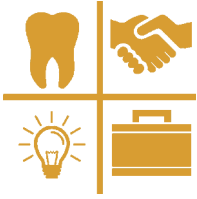
[East of England elfh Hub\(e-lfh.org.uk\)](http://EastofEnglandelfhHub(e-lfh.org.uk))

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



Milestones and APLAN

2024-2025

Introduction

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: 6th December 2024 - Submissions close: 10th January 2025

Milestone 3

Submissions open: 25th April 2025 - Submissions close: 30th May 2025

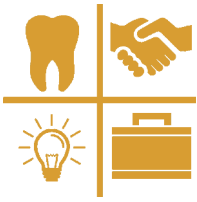
Please note the dates of the opening and closing of the submission periods; there is no room for late submission of cases or feedback reviews. The window for giving feedback on cases will open within 48 hours of the case upload deadline closing and will remain open for two weeks. Failure to meet the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



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 East of England 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.

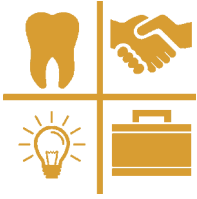
The Buddy ES will complete the Feedback Form then forward the completed Feedback Form to your TPD for moderation. Your TPD will forward the moderated Feedback Form to you and your ES for discussion at a tutorial.

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.



Lead Employer

2024-2025

Mersey and West Lancashire Teaching Hospitals NHS Trust

Phone 0151 478 7777

Generic email Lead.Employer@sthk.nhs.uk

Lead Employer website <https://leademployer.merseywestlancs.nhs.uk/>

Dental Foundation Hub <https://leademployer.merseywestlancs.nhs.uk/dental-foundation-colleagues>

ESR Enquiries: - 0151 676 5323 (login details, forgotten password etc)

ESR.LeadEmployer@sthk.nhs.uk

Electronic Submission of Expenses: - 0151 676 5323 (Expenses for Business miles and Home to work mileage submitted via e-expenses only)

e-expenses@sthk.nhs.uk

Health Work and Wellbeing: - 0151 430 1985 (copies of certificates/immunisations etc)

hwwb.recruitment@sthk.nhs.uk

Pay Enquiries: - 0151 290 4658 (tax only, other pay queries will be addressed by the helpdesk)

leademployerpayroll@sthk.nhs.uk

Pensions enquiries: 0151 430 1115

Leademployer.Pension@sthk.nhs.uk



Problem Solving and Support

Suffolk and North East Essex 2024-2025

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. However, 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 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; contact your TPD by email or phone early on if you have a problem or concern. Early resolution of an issue will help prevent any further worry. Remember that patient safety is paramount and confidentiality is assured, if required.

The training 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 study days. Naturally openness and frankness is usually required, but all members of the group will respect our rule of confidentiality outside the sessions.

If there are problems relating to your work in the practice, you should also contact the Lead Employer for support. They will help not only with employment issues but also with wellbeing and health support pathways.

Additionally there is further support that can be obtained from the Regional Professional Support and Wellbeing unit. You can self-refer, but please ensure (if you feel able) that you share relevant information about your referral with your Educational Supervisor

Contacts for Support

Training Programme Director

Jemimah Rowden

P:01277 220147 M:07956 429033

jemimah.rowden1@nhs.net

Lead Employer Health Work and Wellbeing

0151 430 1985

hwwb.recruitment@sthk.nhs.uk

Professional Support and Wellbeing Unit

<https://heeoee.hee.nhs.uk/psw/psw-eeo>



Claiming Travel and Subsistence

2024-2025

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 need to ensure that your insurance covers business use (Class 1).

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.



Practice Equipment List

2024-2025

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.

NHSmial 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

Dental chair - Low seated design. Operating light. Delivery unit. Cuspidor. Suction. Amalgam separation.

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, 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.