

Contacts for Education Supervisors

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In collaboration with

Brighton and Sussex University Hospitals NHS Trust
East Sussex Healthcare NHS Trust
East Kent Hospitals NHS Trust
Queen Victoria Hospital NHS Foundation Trust
Royal Surrey County Hospital NHS Trust
Western Sussex Hospitals NHS Trust
Surrey and Sussex Health Care NHS Trust

Dental Core Trainee

Information guide

2016–2017

Dental Department,
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What is the role of the Educational Supervisor?

A named individual will act as your educational supervisor for the duration of the HEE (KSS) Dental Core Trainee programme and will take a special interest in your training and professional development. The educational supervisor is appointed by your employing Trust and is available to meet with you throughout your placement. You should make arrangements to meet formally with your educational supervisor within a couple of weeks of starting, and as a minimum at 3 monthly intervals throughout your training year. You should set out and agree your educational and training needs and goals for the post and how you are going to achieve them at the start and have 3 monthly reviews of your progress which should be recorded in your e portfolio.

Your educational supervisor will discuss the following areas with you during your induction:

- How to get help in a clinical situation
- Holiday / Sickness / Study Leave policy
- Attendance at PG Diploma in Primary Dental Care module study days
- Choice of modules appropriate to your post.
- Expenses Study Leave claim forms
- Supervision arrangements
- Dress code
- Punctuality and Team working
- Completing the Learning portfolio and reflective practice
- Workplace based assessments
- Practice / clinic organisation

What is the role of the Clinical Supervisor?

These are the consultants, specialists, specialty registrars, trust doctors, senior dental officers, GDPs or any other clinical staff that you work with every day in any of your rotations. Clinical supervisors will only be responsible for you during a particular session or post and are responsible for ensuring that your day to day clinical training needs are being met. They should be asked to carry out workplace based assessments and to complete elements of your portfolio.

Is it compulsory to attend the Dentist on the Ward Course?

All DCTs must attend the Dentist on the Ward course. This is a two day course that takes place at the Education Centre in Canterbury on the 15 July and the 22 July 2016.

I am interested in enrolling onto the Primary Dental Care Diploma, how much does it cost?

- If you are a DCT in a HEE (KSS) post who has successfully completed the PG Certificate in Primary Dental Care, the fees are £975.

- If you are a DCT in a non HEE (KSS) post who has successfully completed the PG Certificate in Primary Dental Care with HEE (KSS). The Fees are £1200.
- If you are working in a Practice as an Associate and have successfully completed the PG Certificate in Primary Dental Care, the fees are £1500.
- If you have not completed a PG Certificate in Primary Dental Care but have successfully completed Foundation Dental Training somewhere else in the UK and, have accepted a DCT post within HEE (KSS), the fees are £1350.
- If you have not completed the PG Certificate in Primary Dental Care but have completed Dental Foundation Training elsewhere and are in a DCT post or in a Dental practice the fees are £1600.
- If you are in a DCT post outside of HEE (KSS), you must have your educational supervisor's agreement to undertake this course.

Where can I find further information about the Primary Dental Care Diploma?

Email dentaldiploma@kss.hee.nhs.uk for further details and to express your interest.

Is it compulsory to attend the Primary Dental Care Diploma module study days?

You will benefit by applying the knowledge and skills gained through practice in your role. You are required to attend the module study days for your chosen modules, the two day Dentist on the Ward Course and the Induction Day which will take place on 23rd July 2016.

I am a DCT and I do not want to commit to a qualification. Is it mandatory to pay the £500 fees for attending the module study days?

It is mandatory to pay the £500 fee; this is the education fee to attend the module study days. This can be can be reimbursed through your Trust.

What is the process to claim for Primary Dental Care Diploma fees?

This will vary from Trust to Trust. Individual Trusts will permit you to claim up to £500 towards the payment of your Primary Dental Care Diploma.

You will need to complete a study leave and expense claim form which you are given at your Induction. Your Educational Supervisor will need to sign the form and it will then need to be sent to the Trust's Medical Staff Department for the Director of Medical Staffing who will need to authorise your claim. The study leave is approved by the individual Trusts on completion of the Trust's request form and reimbursed up to an agreed maximum by the Trust after the event.

How can the Medical Staffing Department or the Human Resources Department help me during my role at the Trust?

The Medical Staffing Department can help with personnel enquiries such as contracts, pay/banding, travel expenses, job descriptions, working hours etc.