

ALDER HEY CHILDREN'S NHS FOUNDATION TRUST

SPECIALTY TRAINEE IN PAEDIATRIC DENTISTRY

JOB DESCRIPTION

Post:	Specialist Training Grade (Post -CCST) in Paediatric Dentistry
Hours:	10 Programmed Activities
Accountable to:	Benedetta Pettorini, Director of Division of Surgery
Reports to:	Chris Sweet, Clinical Director for Dental Division
Liaises with:	Medical, nursing and supporting clinical staff as required, pathway coordinators, Divisional Management Team

ROLE SUMMARY

This is a full time 10 PA Specialist Training Grade (Post CCST) in Paediatric Dentistry appointment. The post holder will work together with the consultants in Paediatric Dentistry and other team members to deliver paediatric dental care.

Appointment to this training post in Paediatric Dentistry is conditional upon the successful completion of an SAC approved 3 year Specialist Training programme or equivalent, success in the MPaed Dent examination, and possession of a CCST in Paediatric dentistry (or within 6 months of completion).

The trainee will follow a 2 year full time period of clinical training. Towards the end of the training period, the trainee will be required to pass the Intercollegiate Specialty Fellowship Examination in Paediatric Dentistry (ISFE), the end-point of Higher Specialist training. At the completion of training, the trainee will be eligible for appointment to a Consultant post in Paediatric Dentistry.

The trainee will acquire the appropriate knowledge, skills attitudes and judgemental abilities to meet the oral health needs of infants, children and adolescents, including those with special needs and complex medical disorders. The trainee will be expected to develop the management skills and enhanced critical appraisal skills necessary for working at Consultant level.

An FTN will be awarded to the successful candidate, and this will be the training number throughout the two year period.

Alder Hey Children's NHS Foundation Trust

The Royal Liverpool Children's Hospital, Alder Hey (AHH) was founded in 1914 and, is regarded as the largest children's hospital in Western Europe. The hospital is the birthplace of modern paediatric anaesthesia. The hospital is one of the few with a University Institute of Child Health. There are 20 specialist services, which include bone marrow transplant, burns, cleft lip and palate, cancer, renal replacement and spinal injuries. The supra-regional services include cardiology and craniofacial surgery

Paediatric Dental Department

The Trust has a Paediatric Dental Department which encompasses the specialities of Oral and Maxillofacial Surgery, Orthodontics and Paediatric Dentistry. In addition, the department forms the main base for the Regional Cleft Lip and Palate Unit.

New patient referrals are seen through Consultation clinics. The department is responsible for both the routine dental care of children and also specialist paediatric dental services. A wide range of compromised patients are seen from those with special needs to those with medical and physical disabilities. There are facilities to provide dental treatment for these children under local anaesthetic with or without sedation, and also under general anaesthetic.

In the past year there have been over 4100 attendances with 1100 being new patients.

Liverpool University Dental Hospital

Liverpool University Dental Hospital (LUDH) is an integral part of the RLBUHT and forms one of the clinical directorates of the Trust. Located on the main teaching hospital campus alongside the Royal Liverpool University Hospital, Liverpool University Dental Hospital (LUDH) occupies a self-contained modern building on Pembroke Place, originally constructed in the late 1960s. It has undergone a series of major refurbishments in recent years that have significantly extended and upgraded its surgeries, teaching clinics, patient waiting areas

Paediatric Dentistry, Liverpool University Dental Hospital

This department is responsible for both the routine dental care of children and also specialist Paediatric dental services. The clinic space is shared with Orthodontics and has undergone major refurbishment work a few years ago. The Paediatric Dental department consists of 20 dental chairs and two side surgeries. Inhalation sedation and intravenous sedation is undertaken in the sedation suite, which consists of three dental units. There is also an equipped endodontic unit with a Dental microscope and advanced endodontic equipment's to facilitate endodontic treatment in children.

The website for the Department can be found at <http://www.liv.ac.uk/dentistry/>.

Entry Requirements

The Specialty Trainee will be appointed through National Recruitment for Paediatric Dentistry

Candidates must hold a registerable dental degree (B.D.S. or equivalent) and must be eligible for full registration with the GDC. The applicant must also have/ or will have (within 6 months of CCST) a Membership in Paediatric dentistry.

Applicants will be expected to provide evidence of their competence to communicate in English.

MAIN DUTIES AND RESPONSIBILITIES

Duties of the Post

Clinical and administrative sessions will be timetabled in the Paediatric Dental Department in LUDH and Alder Hey Children's Hospital (AHH).

1. The trainee will carry out such clinical tasks assigned to them by the Senior Staff. These will include:

- a) Treatment of inpatient and out- patients who are medically compromised children, those with learning difficulties and those with special care requirements.
- b) Participate on multidisciplinary team clinics and planning and working closely with other dental specialties - Orthodontics, Cleft Lip and Palate and Oral and Maxillofacial Surgery, Oral medicine and Restorative Dentistry.
- c) Treatment sessions at AHH will be provided under general anaesthesia for children who, because of their physical, medical, mental or emotional condition, are unable to accept conventional comprehensive treatment.
- d) Management of theatre waiting lists and liaison with Admin staff to ensure appropriate prioritisation and planning of GA lists.

2. Support, train and give advice and assist the junior dental staff in training.

3. The successful candidate will be awarded an honorary teaching contract with the University of Liverpool and be expected to participate in the teaching of undergraduate and postgraduate dental students in the Dental Hospital.

4. Full participation in Clinical Governance and Clinical Audit is mandatory. The trainee will be expected to assume a lead role in Clinical Audit and to co-ordinate Departmental meetings.

Study and training

1. The post is recognised by the HEE NW and Specialist Advisory Committee in Paediatric Dentistry as providing suitable advanced training in the specialty.

2. The successful candidate will have ample opportunity and every encouragement to build on the knowledge, skills and abilities already gained through NTN training.
3. Opportunities exist to gain special experience in:
 - a. IV Sedation
 - b. Complex Dental Trauma management
 - c. Comprehensive management of children with complex medical conditions
 - d. Paediatric Oral Surgery / Oral medicine
 - e. Multidisciplinary management of dental anomalies / hypodontia
 - f. Cleft Lip and Palate
4. Regular appraisals of progress with an Educational Supervisor will be expected.
5. Attendance at appropriate management training courses will be encouraged.
6. Participation in the ARCP process is required.
7. Completion of the Advanced Competencies for Paediatric Dentistry will be expected. The trainee will be required to demonstrate clinical experience via their clinical logbook.
8. Full participation in clinical education seminars with other Specialist Trainees is expected. This may include the delivery of presentations and attendance at appropriate study days and courses.

It is anticipated that the week will be divided as follows:

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|---|---|
| 1 | Audit /Teaching |
| 1 | Administration/Study . |
| 8 | Sessions devoted to the clinical aspects Paediatric Dentistry training. |

However, this arrangement is indicative of the role and will be a result of balancing the needs of the Department with those of the individual. For part-time or job-share appointments, timetables will need to be discussed individually.

The list of duties given above is not exhaustive and the post holder may be asked to undertake other duties in line with the grading of the post, as may be required by the Training Programme Director.

Proposed timetable

Period 1 – ST4

		Monday	Tuesday	Wednesday	Thursday	Friday
Am	Activity*	NP clinic - D	Tx clinic - D	Theatre 3:4 -D Tx 1:4 -D	Tx clinic - D	NP clinic -D
	Trainer	RA	JM	SL	JB	SA
	Location	LUDH	AHH	AHH	LUDH	AHH
Pm	Activity*	IV sedation -D	Theatre - D	IHS - D	Study/Audit	Study/Audit
	Trainer	RA	JM	SL	JB	SA
	Location	LDH	AHH	AHH	LUDH	AHH

Period 2 – ST5

		Monday	Tuesday	Wednesday	Thursday	Friday
Am	Activity*	Cardiac clinic -D	Craniofacial MDT clinic 1:2 -D Study 1:2	MDT 1:8 -D NP clinic 7:8 -D	Cleft clinic 1:2 -D Study 1:2	Study
	Trainer	JM	JM	LG	JM	SL
	Location	AHH	AHH	LUDH	AHH	LUDH
Pm	Activity*	Oral surgery GA- D	NP clinic -D	IHS - D	Own theatre - D	Trauma - D
	Trainer	JM/CS	SL	LG	JM/SL	SL
	Location	AHH	AHH	LUDH	AHH	LUDH

MDT sessions in Craniofacial, Cleft lip and palate and Paediatrics/Orthodontics - To be added periodically throughout training

Total –8 PAs/week

D indicates direct clinical care

** It is recognised that changes may occur during training dependent on a trainee's individual needs and for other operational reasons

Department of Paediatric Dentistry

Staffing

The appointee will be responsible through the Training Programme Director, Ms Vidya Srinivasan for the satisfactory performance of their duties. Full clinical support for training will be given by consultants within the Department in both Hospitals.

SENIOR STAFFING

Alder Hey Children's Hospital

Miss S Lee	Consultant and clinical lead
Miss J May	Consultant (Cleft service P/T)
Prof S AlBadri	Professor/ Honorary Consultant in Paediatric Dentistry

Liverpool University Dental Hospital

Ms R Adamji	Consultant in Paediatric Dentistry
Prof S Al Badri	Professor/ Honorary Consultant in Paediatric Dentistry
Dr L Gartshore	Senior Lecturer /Honorary consultant in Paediatric Dentistry
Ms S Lee	Consultant in Paediatric Dentistry
Ms J Bailey	Locum Senior Lecturer /Honorary Consultant in Paediatric Dentistry

ADDITIONAL REQUIREMENTS AND RESPONSIBILITIES

Audit

Monthly meetings are arranged within the Department and are attended by all clinical staff. The specialist registrar will be expected to attend and participate within the Departmental Audit meetings.

Journal Club

Journal Club meetings are held in the Department. The specialist registrar will be expected to participate within these meetings.

Terms and Conditions of Service

1. The Terms and Conditions applying to the post are those relating to Specialist (England) 2021, and shall be subject to any amendments negotiated from time to time by the appropriate bodies and approved by the Secretary of State.
2. The appointee will be expected to work with local managers and professional colleagues in the efficient running of the services and will share with consultant colleagues in the medical contribution to management.
3. The successful candidate will be expected to maintain existing service commitment and comply with Trust performance targets.
4. The post holder must be a medical practitioner fully registered with a licence to practice with the General Medical Council and also hold Specialist Registration. The appointment is subject to clearance by the Disclosure and Barring Service and satisfactory medical screening results, including verification of Hepatitis B status.
5. The appointee will have responsibility for training and supervision of junior medical staff who work with him/her and will devote time to this on a regular basis.

6 . Residence

- (a) The successful candidate will normally be required to live within 15 miles/30 minutes of his/her base hospital (the hospital where the principal duties lie) and in a location offering easy access to the other organisations / facilities as required.
- (b) Where, however, the successful candidate already resides within 15 miles by road of his/her base hospital, he/she will not be required to remove his/her home nearer the hospitals.
- (c) Where the successful candidate's present residence is more than 15 miles by road from the hospital he/she will be required to remove his/her home to meet the residential clause of his/her contract, unless he/she has the written consent of the Trust to the contrary.
- (d) The Trust does not have a policy for reimbursement of relocation expenses.

5. Disclosure & Barring Service (previously Criminal Records Bureau)

The successful applicant will be required to undertake an enhanced DBS Disclosure check.

Further information on the DBS is available on their website at <http://www.dbs.gov.uk>.

The Appointee will be required to pay for the DBS Enhanced Disclosure.

It is the policy of the Trust to undertake disclosure checks via the Disclosure & Barring Service (DBS) as appropriate under the Trust's policy and in line with current legislation. Criminal records will be taken in to account for recruitment purposes only when the conviction is relevant to the post applied for.

The offer of this post and continuation of your employment is subject to a satisfactory DBS disclosure (to be determined in accordance with current legislation).

The Trust retains the right to request that a further disclosure be sought at any time throughout your employment in line with current legislation and the continuation of your employment is subject to a satisfactory DBS check.

DBS checks will be completed every three years during your employment with the Trust and the cost of these checks will be deducted from your pay and you will be given the opportunity to pay this over three instalments.

Alternatively if you are registered with the DBS Update Service at the same level required for your employment with the Trust there will no requirement to complete a DBS and no further cost applied by the Trust as payment will be made by yourself directly to the DBS Update Service.

You are required to inform the Trust if you commit, or are investigated for, charged with, cautioned for or convicted of any criminal offence. A failure to provide such information or proving incorrect information may be considered to be gross misconduct warranting summary dismissal.

As an organisation which uses the Disclosure and Barring Service (DBS) Disclosure service, the Trust complies fully with the DBS Code of Practice and undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

We meet the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all job applicants will be subject to a criminal record check from the Disclosure and Barring Service before an appointment is confirmed. This will include details of convictions cautions and reprimands, as well as 'spent' and 'unspent' convictions. A criminal record will not necessarily be a bar to obtaining a position. A decision will be made depending on the nature of the position and the circumstances and background of the offences.

Mandatory Statements

1. The Trust is pro-diversity and anti-discrimination. Trust policies prohibit discrimination, victimisation, bullying or harassment. The Trust is committed to treating people equally, whether they are patients, colleagues, suppliers or other customers. We would like all our families and staff to feel valued and respected because we try to understand and provide for their individual needs.
2. The Trust is committed to promoting an environment that embraces diversity and promotes equality of opportunity. Staff should apply the values of respect, excellence, innovation, togetherness and openness in all that they do to ensure that Alder Hey truly belongs to everyone.



3. In the course of your duties you may acquire or have access to confidential information which must not be disclosed to any other person unless in the pursuit of your duties or with specific permission given on behalf of the Trust. You must ensure that you handle personal information in accordance with the requirements of the Data Protection Act 1998.
4. You are reminded that, in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, you have a duty to take reasonable care to avoid injury to yourself and to others by your work activities, and are required to co-operate with the Trust in meeting statutory requirements.
5. You must ensure that you adhere to the Trust Infection Control policies and procedures at all times. You have a duty of care under the Health Care Act to prevent the spread of infection.
6. Within the NHS, good patient care is reliant on the availability of complete, accurate, relevant and timely data. The quality of information can limit the capability to make operational decisions about the way care is planned, managed and undertaken. Poor information quality can lead to poor decision making and may put service users at risk. High quality information means better, safer patient care. Where you are required to record data on systems, whether patient or staff data, or paper or electronic format you must ensure that it is up to date, accurate, complete and timely. You have a responsibility to ensure that you feel sufficiently knowledgeable about the system you are asked to use and what is required of you in order to fulfil your task accurately. Where an error is created or discovered by yourself on any system which you cannot rectify, you must contact the relevant helpdesk / system owner or your Line manager. Please read the Data Quality and Information Governance Policies located on the Intranet and ensure you understand your responsibilities.

As an employee of the Trust you will be accountable for the data entered into records and systems. It is very important that the Trust records the most up to date patient demographic details, including full name, D.O.B., address, contact number, NHS number, GP and GP Practice. This is not only to fulfil our legal obligation under Principle

4 of the Data Protection Act, which states 'Personal data shall be accurate and, where necessary, kept up to date', but it is also crucial in ensuring patient safety.

All staff should take ownership of records that are accessed and take the opportunity to check that the data held is correct.

7. Alder Hey Children's NHS Foundation Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Staff have a responsibility to ensure they are aware of specific duties relating to their role and should familiarize themselves with the Trust's safeguarding and child protection procedures, regular safeguarding and child protection training updates are mandatory for all staff. All individuals will have some risk management responsibilities with which you are required to comply, for details of your responsibilities please refer to the current Risk Management Strategy which is available on the intranet and in the local strategies folder.

8. You must comply with all Trust policies and procedures and attend all necessary mandatory training.
9. This document provides an outline of the main responsibilities of the post. It is not intended to be an exhaustive list of duties.

Further Information

Further information concerning the post is available from:

Ms Sharon Lee
Consultant in Paediatric Dentistry
Alder Hey Children's Hospital
Eaton Road
Liverpool L12 2AP
Tel 01512525563

DATE WHEN POST IS VACANT

The post is available from September 2023

To applicants: you should complete your application form after carefully reading this person specification which is based on the GMC's "Good Medical Practice"

POST-CCST IN PAEDIATRIC DENTISTRY PERSON SPECIFICATION

	ESSENTIAL	WHEN EVALUATED	DESIRABLE	WHEN EVALUATED
QUALIFICATIONS	<ul style="list-style-type: none"> Eligible for registration with the GDC in the UK BDS (or equivalent) GDC Specialist List in Paediatric Dentistry OR <ul style="list-style-type: none"> Eligible for CCST within 6 months of the date of interview 	AF AF AF AF AF AF	<ul style="list-style-type: none"> Other degrees/qualifications Prizes and honours MPaedDent or Equivalent 	AF AF
CLINICAL EXPERIENCE	<ul style="list-style-type: none"> Approved Specialist Registrar training in Paediatric Dentistry leading to CCST or equivalent 	AF	<ul style="list-style-type: none"> Experience in more than one specialty General practice / community experience Dental Foundation Training 	AF AF AF
CLINICAL SKILLS	<ul style="list-style-type: none"> Experience of diagnosis and treatment planning Management of medically compromised patients Surgical patient management Understanding of clinical risk management Competent to work without direct supervision where appropriate Clear, logical thinking showing an analytical/scientific approach Good manual dexterity and hand/eye co-ordination 	AF, IV, Ref AF, IV, Ref AF, IV, Ref IV, Ref AF, IV, Ref AF, IV, Ref Ref		



	<ul style="list-style-type: none"> Basic Life Support (last year) 	AF		
KNOWLEDGE	<ul style="list-style-type: none"> Appropriate level of clinical knowledge Shows knowledge and use evidence-informed practice Shows awareness of own limitations 	IV, Ref IV IV, Ref	<ul style="list-style-type: none"> Demonstrates breadth of experience and awareness in and outside specialty / dentistry Demonstrates use of evidence informed practice 	AF, IV IV
ORGANISATION AND PLANNING	<ul style="list-style-type: none"> Ability to prioritise clinical need Ability to organise oneself and own work Evidence of participation in audit Experience and ability to work in multi-professional teams IT Skills 	IV, Ref IV, Ref AF, IV AF, IV, Ref AF	<ul style="list-style-type: none"> Understanding of NHS, clinical governance & resource constraints; management / financial awareness Active involvement in audit Committee experience 	AF, IV AF, IV AF
TEACHING SKILLS			<ul style="list-style-type: none"> Evidence of teaching experience Enthusiasm for teaching; exposure to different groups / teaching methods 	AF, IV AF, IV
ACADEMIC / RESEARCH	<ul style="list-style-type: none"> Understanding of the principles of research Presentations 	IV AF, IV	<ul style="list-style-type: none"> Research experience Publications 	AF, IV AF,
CAREER PROGRESSION	<ul style="list-style-type: none"> Progression of career consistent with personal circumstances 	AF		
PERSONAL SKILLS	<p>COMMUNICATION & LANGUAGE SKILLS (the ability to communicate with clarity and intelligibility in written and spoken English; ability to build rapport, listen, persuade, negotiate)</p> <ul style="list-style-type: none"> DECISIVENESS/ ACCOUNTABILITY (ability to take responsibility, show leadership, make decisions, exert appropriate authority) 	AF, IV, Ref IV, Ref	<ul style="list-style-type: none"> 	



	<ul style="list-style-type: none"> • INTERPERSONAL SKILLS (see patients as people, empathise, work co-operatively with others, open and non-defensive, sense of humour) • USES A NON-JUDGMENTAL APPROACH TO PATIENTS AND COLLEAGUES regardless of their sexuality, ethnicity, disability, religious beliefs or financial status • FLEXIBILITY (able to change and adapt, respond to rapidly changing circumstances) 	<p>AF, IV, Ref</p> <p>Ref</p> <p>IV, Ref</p>		
	<ul style="list-style-type: none"> • RESILIENCE (able to operate under pressure, cope with setbacks, self-aware) • THOROUGHNESS (is well prepared, shows self-discipline/commitment, is punctual and meets deadlines) • SHOWS INITIATIVE/ DRIVE/ENTHUSIASM (self-starter, motivated, shows curiosity, initiative) • PROBITY (displays honesty, integrity, aware of ethical dilemmas, respects confidentiality) 	<p>IV, Ref</p> <p>IV, Ref</p> <p>AF, IV, Ref</p> <p>IV, Ref</p>		
PHYSICAL REQUIREMENTS	<ul style="list-style-type: none"> • Meets professional health requirements 	pre-employment health screening		
<p>AF = Application Form I/V = Interview Ref = Reference</p> <p>Any attributes which are evaluated on the basis of the application form alone may be further explored at the interview stage</p>				



My Alder Hey. My Values.
