






## Performers List Validation by Experience (PLVE) Process for the Management of Applications

Where elements of the process are delegated to a third party, it is important to ensure that, in accordance with Regulation 30(2)(c)(iii), the dentist has been assessed by a post-graduate dental dean or director of postgraduate dental education to have demonstrated knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed foundation training.

NHSE Responsibility	HEE Responsibility
<p><b>Stage 1 - Performers List application received by NHSE (or its agent)</b></p> <p>NHSE (or its agent) carries out all necessary Performers List checks to determine if appropriate to PLVE process or not</p> <p>NHSE (or its agent) informs NHSE Local Team and HEE Local Office that applicant is required to demonstrate PLVE</p>	
<p>NHSE Local Team ensures that a practice has been identified and that there are no outstanding issues and informs HEE Local Office</p>	<p style="text-align: center;"><b>Stage 2 – PLVE Requirements Assessment</b></p> <p>Application forms and guidance packs for PLVE process are sent out to both Applicant and potential Validation Supervisor (VS)</p> <p>HEE Local Office (or its agent) sends Record of Clinical Experience (RCE) form to the applicant</p>
	<p>HEE Local Office checks that proposed VS and placement practice meet its criteria for appointment</p> <p>HEE Local Office reviews RCE and application information and decides on approval or otherwise</p> <p>If approved, HEE Local Office sets educational requirements and informs applicant and VS</p>
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NHSE Responsibility	HEE Responsibility
<p><b>Stage 3 – Entry on to Performers List</b></p> <p>NHSE Local Team adds applicant on to Performers List, with the requirement that the applicant needs to complete PLVE</p> <p style="text-align: center;"></p> <p>NHSE Local Team sends email to HEE Local Office informing that the applicant has been placed on the Performers List</p>	<p>HEE Local Office contacts HEE Local Team (<i>and its agent, if appropriate</i>) and, if approved for PLVE, informs them that the practice and VS have been approved and also the duration of the PLVE review period.</p> <p style="text-align: center;"></p> <p style="text-align: center;"></p> <p><b>Stage 4 - Applicant formally enters PLVE process</b></p>
	<p>HEE Local Office manages PLVE arrangements in accordance with its local processes</p> <p>Practice VS carries out communications DOPS and clinical DOPS within first two weeks and reports to HEE local Office</p> <p>Applicant carries out requirements set out in approved and agreed Action Plan</p> <p>Applicant submits portfolio of evidence for review (to timescale set by HEE Local Office)</p> <p>If evidence not complete, HEE Local Office informs applicant of outstanding requirements (and extends review period if necessary)</p>
<p><b>Stage 5 Review of Performers List Status</b></p> <p>NHSE Local Team receives notification of completion certificate issue and reviews applicant's Performer List status</p> <p style="text-align: center;"></p> <p>Applicant's Performers List Conditions are removed by NHSE Local Team and its agent is informed if necessary</p>	<p>If evidence complete, applicant completes HEE Local Office PLVE questionnaire.</p> <p>HEE Local Office informs applicant and NHSE Local Team of completion and issues Certificate of Demonstration to applicant.</p> <p style="text-align: center;"></p> <p><b>Applicant formally leaves PLVE process</b></p>