

# WELSH HEALTH CIRCULAR



Llywodraeth Cymru  
Welsh Government

Issue Date: 28 April 2016

**STATUS: ACTION**

**CATEGORY: POLICY**

**Title: Dental Foundation Training and arrangements for determination of equivalence processes - Role of the Dental Section, Wales Deanery**

**Date of Expiry/Review: August 2018**

**For Action by:**  
*Local Health Boards*  
*Director of Dental Postgraduate Education*

**Action required by:**  
*May 2016 (See paragraph 2)*

**Sender:** Grant Duncan, Head of Primary Care Division  
Lisa Howells, Deputy Chief Dental Officer for Wales

**DHSS Welsh Government Contact(s) :**

Lisa Howells, Deputy Chief Dental Officer  
[lisa.howells4@wales.gsi.gov.uk](mailto:lisa.howells4@wales.gsi.gov.uk) 029 2080 1482

**Enclosure(s):**

## **Board Secretaries**

ABMU  
Aneurin Bevan  
Betsi Cadwaladr  
Cardiff & Vale  
Cwm Taf  
Hywel Dda  
Powys  
Public Health Wales  
Velindre Trust  
WAST  
Secretary to Board Secretary Group

## **Chief Execs**

ABMU  
Aneurin Bevan  
Betsi Cadwaladr  
Cardiff & Vale  
Cwm Taf  
Hywel Dda  
Powys  
Public Health Wales  
Velindre Trust  
WAST

## **Chairs**

ABMU  
Aneurin Bevan  
Betsi Cadwaladr  
Cardiff & Vale  
Cwm Taf  
Hywel Dda  
Powys  
Public Health Wales  
Velindre Trust  
WAST

## **Welsh Government**

DG/Chief Exec NHS Wales  
Deputy Chief Exec NHS Wales  
DHSS Operations Team  
DHSS Comms Team  
Relevant Directors

## **Additional recipients**

Welsh Dental Committee Chair  
Consultants in Dental Public Health (Public Health Wales)  
Chairs of Local Dental Committees  
Postgraduate Dental Director: Wales Deanery  
NHS Wales Shared Services Partnership

## **1. Summary**

This Circular provides detail of Welsh Government policy to deliver an effective Dental Foundation Training programme. This is to ensure continued access to a fully trained and competent NHS primary dental care workforce across Wales.

## **2. Action**

The Director of Dental Postgraduate Education Wales is asked to ensure arrangements are established to implement these changes.

Chief Executives of Local Health Boards are asked to note these arrangements and to use the process described in para 5 for dentists who do not have equivalent experience to DFT.

## **3. Dental Foundation Training in Wales**

### **3.1 Introduction**

Dental Foundation Training (DFT) in Wales is a Welsh Government centrally funded, administered and governed programme for newly qualified dentists to undertake training to obtain an NHS Performers List number.

The DFT scheme provides training, normally through one year's full-time employment or an equivalent period of part-time employment, during which a dentist is employed by an approved Educational Supervisor to provide a wide range of NHS dental care and to attend such study days as are required. Typically the training practice will provide primary dental services under a General Dental Services (GDS) contract or Personal Dental Services (PDS) agreement, but in some cases other NHS arrangements.

From September 2016 an amendment to regulations<sup>1</sup> will require each Foundation Dentist to 'satisfactorily complete' their training programme using the UK agreed process implemented by the Wales Deanery. Consequently DFT in Wales will be conducted in accordance with:

- a. The NHS (General Dental Services Contracts) (Wales) Regulations 2006 (as amended), the NHS (Personal Dental Services Agreements) (Wales) Regulations 2006 (as amended) and the NHS (Performer Lists) (Wales) Regulations 2004 (as amended);
- b. General Dental Council Guidance;
- c. Guidance from the Welsh Government; and
- d. Guidance from the Dental Section, Wales Deanery.

---

<sup>1</sup> The National Health Service (Performers Lists) (Wales) (Amendment) Regulations 2016.

### **3.2 Context and Overall Aim**

DFT is defined as “*a period of training following initial qualification that builds on the achievements of the dental undergraduate curriculum*” as defined in [The First Five Years](#) (General Dental Council) that aims “*to produce a caring competent reflective practitioner able to develop their career in any branch of dentistry to the benefit of patients*” within the context of each of the four UK countries. DFT is not aiming to train a ‘practice owner’, nor equip Foundation Dentists with the skills required to set up and run a dental practice. Rather it prepares individuals for independent practice as an associate / performer / employee within general dental services.

Two documents, [a syllabus](#) and a [Blue Guide](#) published by COPDEND contain all relevant detail on these issues.

### **3.3 Expectations of Clinical and Educational Activity**

The Dental Section, Wales Deanery will continue to set up appropriate procedures for:

- appointing Educational supervisors;
- implementation of the DFT curriculum (under the scrutiny of a relevant local committee and with due reference to DFT developments at the wider UK level);
- assessing the performance of Foundation Dentists throughout the training period; and
- Quality Assuring DFT in Wales.

Throughout the programme there will be a structured, educationally valid, full time programme of appropriate dental activity that addresses the major competences in the Dental Foundation Training curriculum and meets individual identified learning needs.

Foundation Dentists should also complete specific educational activities as required by the Deanery (e.g. clinical audits, clinical case presentations, and research and audit projects).

During the training year, trainees must attend 30 study days arranged by the Deanery that provide an educational programme addressing the major curriculum areas.

### **3.4 Quality management and approval of programmes and posts**

This is a Deanery responsibility, working within published national guidelines and with appropriate external advice and input.

## **4. Quality Assurance of Dental Foundation Training**

### **4.1 Supervision arrangements**

#### ***Scheme Adviser/Foundation Programme Director***

Each Foundation Programme should have an appointed Training Programme Director who is responsible for managing the programme, commissioning educational courses, supporting Educational Supervisors and arranging rotations. Recruitment and selection of educational supervisors will be delegated to the Dental Section of Wales Deanery, and Foundation Dentists will be recruited through a National process.

#### ***Educational Supervisor***

Each Foundation Dentist should be assigned one or more nominated Educational Supervisors who is/are responsible:

- for overseeing the educational progress of the trainee;
- agreeing a learning plan;
- undertaking tutorials, assessments and progress reviews (as required by the electronic personal development plan timetable) carrying out workplace based assessments;
- providing regular feedback on progress to the trainee;
- advising the Deanery about progress; and
- providing evidence and recommendations for completion of training.

The nominated Educational Supervisor should require the trainee to regularly complete the DFT Portfolio and use the educational tools provided to support the trainee. The trainee may also have a number of clinical supervisors throughout the period of DFT. They will be responsible for day to day clinical supervision, facilitating and carrying out assessments, supporting the trainee, ensuring appropriate workload, liaising with the Educational Supervisor and Programme Director and providing progress reports.

#### ***Educational Portfolios and Personal Development Plans***

Each Foundation Dentist must complete an approved e-learning and development portfolio to provide evidence of educational and training activity and submit this to the Deanery for approval as part of the sign off process.

### **4.2 Completion of Dental Foundation Training**

Postgraduate Dental Deans and Directors have responsibility for certifying completion of DFT within the current regulatory frameworks. From September 2016 each Foundation Dentist will need to demonstrate satisfactory completion of the programme in order to obtain a Certificate of Completion. Each Foundation Dentist will be expected to complete the COPDEND end of placement e-survey as part of their portfolio.

## **5. Arrangements for determination of Equivalence<sup>2</sup> - Role of the Department of Postgraduate Dental Education**

Since 1 April 2006, under the NHS (Performers Lists) (Wales) Regulations 2004 (as amended), provision of primary dental services under a GDS contract, a PDS agreement or by the health board itself requires the dental performer to be included in the health board's Performers List.

Since April 2006 the Dental Section of Wales Deanery, (on behalf of the Welsh Ministers), undertake:

- determination of equivalence;
- provision of an appropriate appeals procedure;
- issuing a training number and maintenance of a database of who has been issued with a number; and
- liaison with NHS Wales Shared Service Partnership on Performers List issues.

Contact at the Department of Postgraduate Dental Education –  
Gabby Lloyd [lloydg4@cardiff.ac.uk](mailto:lloydg4@cardiff.ac.uk)

There may be some dentists who are not under a statutory obligation to have undertaken DFT, but about whom health boards may wish to consult the Director of Dental Postgraduate Education on whether the dentists should be invited to agree a programme of continuing professional development (CPD) to address any deficiencies in their skills and experience.

Where a health board receives an application for entry to its performers list (i.e. applications they support) from dentists who do not have equivalent experience and are not otherwise exempt from the requirement to undertake DFT, they will need to take action as above and contact the Department of Postgraduate Dental Education. The NHS (Performers Lists) (Wales) Regulations 2004 (as amended) provide flexibility in the arrangement of DFT courses permitting the Director of Dental Postgraduate Education to prescribe training of less than one year's duration or other appropriate training and/or experience. On successful completion of the training, the dentist will be awarded a certificate of completion, which will be presented to the Welsh Equivalence Committee in order for an equivalence number to be issued.

## **6. Dental Foundation Training Committee (DFTC) in Wales**

This non-statutory Committee currently advises the Chief Dental Officer for Wales on all matters pertaining to DFT. Its role should include scrutiny of educational aspects of the DFT programme Wales.

---

<sup>2</sup> Formerly described as VT Equivalence in regulations

## **7. Funding, Allocation and Payment Mechanisms**

DFT in Wales is a centrally funded, administered and governed programme. The current agreement provides for up to a maximum of 74 training places **or** the equivalent to the number of Cardiff University Dental School graduates per year that are required to undertake DFT to obtain a Performers List number (funding is agreed to whichever is the lower number of places). A detailed description of salary, payment and allowances can be downloaded from:

<http://gov.wales/legislation/subordinate/nonsi/nhswales/2009/3118894/?lang=en>

(Amended each year to reflect changes to allowance rates)

[http://www.wales.nhs.uk/documents/MDWW1\\_2015.pdf](http://www.wales.nhs.uk/documents/MDWW1_2015.pdf)

(Amended each year to reflect changes to pay rates)