



NHS

Somerset
NHS Foundation Trust

Recruitment Pack and Job Description

Speciality Trainee Registrar

Primary Care Dental Service
Special Care Dentistry, Dorset and Somerset

Kindness, Respect, Teamwork
Everyone, Everyday



Hello and Welcome

Thank you for your interest in our Primary Care Dental Service for Dorset and Somerset - part of Somerset NHS Foundation Trust.

Our teams are here to deliver great care and high quality services for our cohort of special care patients. We are all particularly lucky to be able to do this in the most beautiful counties of Dorset and Somerset.

In joining us you will be part of, and be supported by, a dedicated and passionate workforce with the patient at the heart of everything we do.

We wish you much success in your application and look forward to welcoming you into our service.



*Zillah Morris, Service Manager
and Daniel Rawles,
Deputy Service Manager*



*Lorna Hollingsworth, Consultant in Special
Care Dentistry & Clinical Director and James
Coulston, Consultant Vascular Surgeon
& Associate Medical Director*



Why Somerset NHS Foundation Trust?

Somerset NHS Foundation Trust runs acute hospital services, community services, mental health and learning disability services, and a quarter of Somerset's GP practices. It runs services from two acute hospitals – Musgrove Park Hospital in Taunton, Yeovil Hospital in Yeovil – services in the community, services from the 13 community hospitals in Somerset, a range of mental health and learning disability services and Symphony Healthcare Services which runs a quarter of GP practices in Somerset. Our Primary Care Dental Service is delivered across Somerset and Dorset.

Our trust is the result of two mergers. The first merger in April 2020, between Taunton and Somerset NHS Foundation Trust and Somerset Partnership NHS Foundation Trust, brought together acute services, community service and mental health and learning disability services. The second merger brought together acute services from both acute hospitals in the county and a large proportion of the county's GP practices under Symphony Healthcare Services.

We believe that the broad range of services that we offer within one organisation put us in a better position to provide mental and physical health services for our population, helping people to enjoy healthier lives with improved equitable access to the specialist care and treatment they need, when they need it.

We are commissioned by the Somerset Integrated Care Board (ICB) and the Dorset Integrated Care Board (ICB), and work with stakeholders such as Local Dental Committees in Dorset and Somerset, the South West Managed Clinical Networks (MCNs), general dental practitioners, social care and the voluntary sector.



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Everyone, Every day



Primary Care Dental Service Dorset and Somerset



Supported by

Consultant in Special Care Dentistry
Clinical and Assistant Clinical Directors
Specialists in Special Care Dentistry
Salaried Dentists
Specialist Trainee Registrars
Dental Therapists
Senior Dental Nurses / Dental Nurses
Service Management Team
Receptionists and Administrators
Business Team



Dorset



Somerset

Clinics in Poole and Dorchester

Clinics in Bridgwater, Taunton,
Yeovil and Frome

Offering special care and
occasional care for adults and
paediatrics, sedation, domiciliaries
and general anaesthetics
(Dorset County Hospital)

Offering special care and
occasional care for adults and
paediatrics, sedation, domiciliaries,
minor oral surgery, urgent care
and general anaesthetics
(Musgrove Park Hospital
and Yeovil District Hospital)

Where we are



Living in Dorset and Somerset - did you know..?

- Over half of the county is designated an Area of Outstanding Natural Beauty, including the spectacular Jurassic Coast – the only natural World Heritage Site in England
- Over 150 miles of coastline with award winning beaches
- Dorset has 364 more hours of sunshine throughout the year compared to the UK average
- Between 83% and 93% of schools in Somerset and Dorset have been rated good or outstanding by Ofsted
- Many beautiful market towns and seasonal cultural events through the counties including the iconic Glastonbury Festival
- Great links to motorways and public transport reaching towns and cities such as Bath, Bristol and Exeter
- Both counties have easy access to international airports such as Bournemouth, Exeter, Bristol and Cardiff
- Fast ferry service linking Poole and Portsmouth with the Channel Islands of Guernsey and Jersey and the Western Channel ports of St Malo and Cherbourg.
- Somerset is home to some of the most iconic food brands in the world including Cheddar and Cider!



**Kindness, Respect, Teamwork
Everyone, Every day**

Why choose the Primary Care Dental Service?



Consultant and Specialist led service



Appointment times range from 30-90 minutes



Rising Star and NHS leadership programmes e.g. Edward Jenner and Mary Seacole



Experienced clinical supervisors and mentors



Supported CPD days for your GDC portfolio



Progression and development opportunities from trainee to consultant posts, including Specialist placements



Team based working



Clinic opening hours from 08.30 – 17.00



Mature business structure to support and take on claim and administration duties (no lab bills)



Salaried dentist terms and conditions of employment, including Crown indemnity and PAYE



Clear job planning annually and to support any new developments in your practice



Explore postgraduate training and courses - Special Care Dentistry, Conscious sedation and radiography



Variety of work including inhalation sedation, IV, MOS, general anaesthetic and domiciliaries



Agenda for Change terms of employment for dental nurses, dental therapists and all support team members



Monday-Friday working week, full time equivalent hours of 37.5 per week



Typical working day would be 75% patient facing, 25% non-patient facing



Wide range of NHS benefits including relocation, flexible working, pension contributions, market leading annual leave allowance, not to mention Blue Light Card and NHS exclusive discounts.



Dedicated and highly skilled dental nurse team support



Opportunity for Out of Hours bank work



Today we are looking for a

Speciality Trainee in Special Care Dentistry

(Servicewide, Dorset)

We welcome your interest in this position and would love to talk to you further about what this position could mean for you and your career, as you work to gain registration with the General Dental Council as a Specialist in Special Care Dentistry.

You will be joining our colleagues in well-established community dental teams across Somerset and Dorset, delivering a range of oral health care treatments from clinics, residential and care homes, patient's own homes and theatre settings.

Involved in a variety of treatments including inhalation sedation and general anesthesia, your days will be varied offering support for our patients with Additional Needs and complex medical conditions, linking with colleagues throughout our service as well as other health and social care professionals.

Whilst working through your formal 3 year training in Special Care Dentistry, within the requirements of the Postgraduate Dental Dean and recommendations of the SAC, you will be actively contributing to providing the very best of patient centred care in our community dentistry service.

Alongside this, you will also have the opportunity to explore the possibility of a further qualification during your training to support their study for the MSCD, and will be eligible for the award of a Certificate of Completion of Specialty Training in Special Care Dentistry (CCST) subject to satisfactory progress.

Cut and paste the link below for a taste of what working in community dentistry means to us:

<https://www.youtube.com/watch?v=4q62-Vf0osQ>

Please see our full job description and person specification as part of the application for this role.

In summary:

- This role is based in Dorset, a spectacular place to base family life, and as well as the possibilities of digital working for a proportion of your work, you may also have placements at our clinics in Somerset.
- We are currently a Consultant led Special Care service within Community Dentistry and we are continually looking for dental professionals to join our service whilst they develop and progress their career.
- There are the various dental commitments and responsibilities with respect to clinics for yourself and the teams of dentists for this post holder, and there will be important elements of leadership work linking with key stakeholders.

- There is an experienced and supportive business and administrative function to ensure your focus is on patient-facing developments and achievements.
- As a two-county service there is more flexibility than most to have a look at established and newer models of working and patient care.
- Professional activities and relationships will be well supported, and your values will align with the organisation and include a just and learning approach.
- To provide flexibility and peer support alongside the leadership of the service you will be a part of.

Opportunities:

- Formal training in Special Care Dentistry complying with the requirements of the Postgraduate Dental Dean and recommendations of the SAC, over a 3 year period of full time training, or offer the programme through a part time (LTFT, no less than 60%) basis over a longer term.
- Chance to explore the possibility of a further qualification during your training to support your study for the MSCD
- You will be eligible for the award of a Certificate of Completion of Specialty Training in Special Care Dentistry - CCST (subject to satisfactory progress).
- Wide variety of development opportunities - CPD support, training for post-graduate courses
- Best Practice Groups throughout the year to meet with service wide colleagues, share learning and updates in practice
- Release for professional activities for the wider benefit of the NHS and Managed Clinic Network participation and leadership is one possible example
- Clinical supervision
- Projects – Clinical Audit and pilots for new or improved pathways for patient care
- Leadership and succession planning opportunities
- A real focus on your Wellbeing as part of a large supportive organisation.

For further details regarding this position please don't hesitate to contact:

Lorna Hollingsworth, Consultant in Special Care Dentistry and Clinical Director
Mobile: 07867 461738 or lorna.hollingsworth@somersetft.nhs.uk

Zillah Morris, Group Service Manager, Somerset and Dorset
Mobile: 07741 231146 or zillah.morris@somersetft.nhs.uk

JOB DESCRIPTION

Job Title	Specialty Trainee in Special Care Dentistry
Band	Salary will be in accordance with the Specialty Registrar Pay Circular (Medical & Dental)
Directorate	Children, Young People and Families Directorate
Department	Primary Care Dental Service
Base	Special Care Dentistry, Dorset County Hospital, Williams Avenue, Dorchester, Dorset, DT1 2JY
Reports to	Consultants and Specialists in Special Care Dentistry/Clinic Lead/Educational Supervisor
Accountable to	Consultant in Special Care Dentistry/Clinical Director of Primary Care Dental Service/Clinic Lead, Educational Supervisor

Job Purpose

Hours: Full time or Less Than Full Time (LTFT- not less than 60%)

Term: This training post is for a fixed term of three years full time or LTFT.

This training post can include placements at our community dental clinics in Somerset and Dorset and is designed to meet the requirements of Health Education South West for training programmes leading to registration with the General Dental Council as a Specialist in Special Care Dentistry.

The successful applicant will undertake a formal training in Special Care Dentistry complying with the requirements of the Postgraduate Dental Dean and recommendations of the SAC, over a 3 year period of full time training or LTFT.

The post holder will be required to actively contribute to an Educational Agreement and meet the agreed learning objectives. The trainee will have the opportunity to explore the possibility of a further qualification during their training to support their study for the MSCD and will be eligible for the award of a Certificate of Completion of Specialty Training in Special Care Dentistry (CCST) subject to satisfactory progress.

The programme follows the curriculum recommended by the SAC in Special Care Dentistry.

The ST will attend community dental clinics and manage patients under the supervision of:

- Dr Sarah Spence, Specialist in Special Care Dentistry and Educational Supervisor
- Dr Lorna Hollingsworth, Consultant in Special Care Dentistry/Clinical Director and Clinical Supervisor
- Dr Brooke Zaidman, Specialist in Special Care Dentistry and Clinical Supervisor

Additional educational clinical attachments may also be arranged at other specialist centres within the region and adjacent regions if additional training needs are identified.

A provisional timetable for Year 1 is included in Appendix 1.

The appointment will commence in September 2024 at the grade for an NHS Specialty Registrar.

The salary will be confined to the ST salary dependent on previous experience and qualifications.

Duties and Responsibilities

Communication and Key Working Relationships

- Service Users
- Consultant in Special Care Dentistry/Clinical Director
- Assistant Clinical Director
- Service Manager/Deputy Service Manager
- Specialists in Paediatric and Special Care Dentistry
- Senior Dental Officers/Dental Officers
- Dental Therapists
- Senior Dental Nurses/Dental Nurses
- Governance Support Manager
- Workforce Development Manager
- Senior Business Manager and Business/Operations team
- Administrators/Receptionists

Planning and Organisation

- To link with other health and social care agencies to facilitate patient-centred services.

Responsibility for Patient / Client Care, Treatment & Therapy

- To provide oral health care to patients in the Primary Care Dental Service, including priority groups, people with Additional Needs and other patients who would not otherwise be reasonably expected to access NHS General Dental Services.
- To provide dental services at the community clinic base and be flexible to be able to provide treatments in domiciliary settings and if required at other community dental clinics or other hospital settings across the service.
- To provide treatment under conscious sedation and general anaesthesia as appropriate for level of training. To understand and demonstrate all aspects of pain and anxiety management.
- To maintain up to date knowledge and skills on clinical techniques and their application to patient dental care.
- To maintain CPD requirements to ensure maintenance on the General Dental Council Register.
- To work collaboratively with primary and secondary care dental colleagues.
- To link with other health and social care agencies to facilitate patient-centred services.
- Attend and actively contribute to an Educational Agreement, meet the agreed learning objectives, together with other training and educational activities as required to fulfil the curriculum and complete the training programme in Special Care Dentistry.
- To work collaboratively and support the Dental Therapists and the Dental Nurses.

- Undertake training as required by the Trust and as needed to maintain standards of clinical practice.
- Maintain close working relationships with other disciplines as related to these duties.
- To obtain informed consent to treatment and document in accordance with the Mental Capacity Act 2005 and Trust policies.
- Other such duties as may be delegated.

MEDICAL EMERGENCIES

- Recognise and assist with management of medical emergencies within the dental surgery and on domiciliary visits.
- The ability to remain calm, decisive and purposeful whilst handling difficulties/emergencies.
- Comprehensive knowledge of Trust emergency drugs protocol and competence for use in emergency.

Policy, Service, Research & Development Responsibility

- Monitor and update policy, taking account of existing Trust policies and liaising with other members of the senior management team, Lead Clinicians and Specialists.
- Undertake responsibility for a given area of clinical practice including the coordination and management duties involved in that particular area.
- Be responsible for data collection and reports as required for Somerset NHS Foundation Trust Primary Care Dental Service.

Responsibility for Finance, Equipment & Other Resources

- There are no financial responsibilities attached to this post.

Responsibility for Supervision, Leadership & Management

- To take an active role in conjunction with other senior clinical colleagues in the teaching of clinical skills to other members of the dental team as appropriate to level of training.
- Take part in all aspects of clinical governance, including GDC lifelong learning, clinical audit, peer review and clinical supervision.

Information Resources & Administrative Duties

- To participate in review and appraisal processes in line with training programme.
- To complete mandatory training in line with Trust Policy.

Any Other Specific Tasks Required

- To be an active member of the service's Best Practice Groups.
- To meet agreed targets for clinical activity and management tasks.

Review of this Job Description

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of changing service needs. This job description is to be reviewed in conjunction with the post holder on an annual basis.

General Information

At all times promote and maintain the safety of children by working according to the Trust's Child Protection Policy and supporting guidance. Being pro-active and responsive to child protection concerns by early reporting, recording and referral of issues according to Trust arrangements. Attending child protection training that is appropriate to your role.

Confidentiality

The post holder will maintain appropriate confidentiality of information relating to commercially sensitive matters in regard to Trust business, and also to personal information relating to members of staff and patients. The post holder will be expected to comply with all aspects of the General Data Protection Act (2018), the Staff Code of Confidentiality and the IT Security and Acceptable Use Policy.

Equality & Diversity

Somerset NHS Foundation Trust is committed to achieving equality of opportunity for all staff and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the Trust.

Safeguarding

All employees have a duty for safeguarding and promoting the welfare of children and vulnerable adults. Staff must be aware of the Trust's procedure for raising concerns about the welfare of anyone with whom they have contact.

Risk Management / Health and Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974, ensure that agreed safety procedures are carried out and maintain a safe environment for employees, patients and visitors.

Records Management

The post holder has responsibility for the timely and accurate creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the General Data Protection Act, The Freedom of Information Act and any other relevant statutory requirements.

Clinical Governance

The post holder will be expected to participate in clinical governance activities to assist the Trust to provide high quality services.

Prevention and Control of Healthcare Associated Infection

The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection.

Smoking

The Trust operates a 'non-smoking' policy. Employees are not permitted to smoke anywhere within the premises of the Trust or when outside on official business.

Policies & Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or external website or via your manager.

Sustainability Clause

Somerset NHS Foundation Trust is committed to creating a sustainable business. Staff employed by the Trust, are required to think about their actions in the course of their work and make positive steps to reducing, reusing and recycling wherever and whenever possible.

SUPPLEMENTARY INFORMATION

Physical Effort	Yes	No	If yes – Specify details here - including duration and frequency
Working in uncomfortable / unpleasant physical conditions	Yes		Delivering clinical care in domiciliary settings.
Working in physically cramped conditions	Yes		Delivering clinical care in domiciliary settings.
Lifting weights, equipment or patients with mechanical aids	Yes		Moving domiciliary dental equipment on wheeled trolleys, assisting the movement of patients in theatre.
Lifting or weights / equipment without mechanical aids	Yes		Carrying Medical Emergency Kit on domiciliary visits.
Moving patients without mechanical aids		No	
Making repetitive movements	Yes		Operative dentistry and keyboard tasks.
Climbing or crawling		No	
Manipulating objects	Yes		Dental instruments and equipment.
Manual digging		No	
Running		No	
Standing / sitting with limited scope for movements for long periods of time	Yes		Working in dental surgeries can include sitting for prolonged periods.
Kneeling, crouching, twisting, bending or stretching	Yes		For very short periods to deliver dental care whilst being aware of own posture.
Standing / walking for substantial periods of time		No	
Heavy duty cleaning		No	
Pushing / pulling trolleys or similar	Yes		Transportation and use of domiciliary dental equipment in the community.
Working at heights		No	

Restraint ie: jobs requiring training / certification in physical interventions		No	
Mental Effort	Yes	No	If yes - Specify details here - including duration and frequency
Interruptions and the requirement to change from one task to another (give examples)	Yes		Frequent interruptions to schedules for example prioritisation of urgent care patients, requirement to cover sickness/annual leave in other areas of the service.
Carry out formal student / trainee assessments	Yes		
Carry out clinical / social care interventions	Yes		Daily delivery of clinical dental care and following Trust Safeguarding pathways.
Analyse statistics	Yes		
Operate equipment / machinery	Yes		Daily operation of dental equipment after appropriate training.
Give evidence in a court / tribunal / formal hearings	Yes		If required for example case conferences, court reports etc.
Attend meetings (describe role)	Yes		Participate in team meetings, Best Practice Groups and other meetings as agreed in job plan.
Carry out screening tests / microscope work		No	
Prepare detailed reports	Yes		Reports are sometimes required regarding care given for example court reports, litigation etc.
Check documents	Yes		Daily.
Drive a vehicle	Yes		As required for clinical dental work in settings outside base.
Carry out calculations	Yes		Pharmacy calculations as required.
Carry out clinical diagnosis	Yes		Daily.
Carry out non-clinical fault finding		No	

Emotional Effort	Yes	No	If yes - Specify details here - including duration and frequency
Processing (eg: typing / transmitting) news of highly distressing events	Yes		As required for example prognosis of tooth e.g. multiple extractions, trauma etc.
Giving unwelcome news to patients / clients / carers / staff	Yes		As above.
Caring for the terminally ill	Yes		Provision of dental care as appropriate.
Dealing with difficult situations / circumstances	Yes		Client group includes patients with Additional Needs.
Designated to provide emotional support to front line staff	Yes		Emotional support for clinic colleagues/team working.
Communicating life changing events	Yes		As required for loss of natural teeth.
Dealing with people with challenging behaviour	Yes		Part of daily clinical work.
Arriving at the scene of a serious incident	Yes		Medical emergency may occur.
Working conditions – does this post involve working in any of the following:	Yes	No	If yes - Specify details here - including duration and frequency
Inclement weather		No	
Excessive temperatures	Yes		Surgeries can become quite warm at times.
Unpleasant smells or odours		No	
Noxious fumes		No	
Excessive noise &/or vibration		No	
Use of VDU more or less continuously		No	Significant VDU use but as part of predominantly clinical role.
Unpleasant substances / non household waste	Yes		Clinical materials.

Infectious Material / Foul linen	Yes		Clinical role.
Body fluids, faeces, vomit	Yes		Clinical role - most likely blood and saliva.
Dust / Dirt		No	
Humidity	Yes		
Contaminated equipment or work areas	Yes		In context of clinical role.
Driving / being driven in Normal situations	Yes		May be passenger on a domiciliary visit.
Driving / being driven in Emergency situations		No	
Fleas or Lice	Yes		Possibly on some patient interactions.
Exposure to dangerous chemicals / substances in / not in containers	Yes		COSHH processes in place.
Exposure to Aggressive Verbal behaviour	Yes		Clinical role and also includes patients with Additional Needs.
Exposure to Aggressive Physical behaviour	Yes		Clinical role and also includes patients with Additional Needs.

DENTAL TEAM - SOMERSET AND DORSET

Clinical
Director/Consultant
in Special Care
Dentistry

Specialists in Special
Care Dentistry/
Lead Clinicians/
Educational
Supervisors

Senior Dental
Officers

Dental
Officers/Dental
Therapist

StRs

Senior Dental
Nurses

Dental Nurses

Receptionists

Department Core Purpose

Provide oral health care mainly for adults with disabilities and Additional Needs including those who are medically compromised, and provision of a full range of oral health care services. This will mainly be adults with varied Special Care needs or disabilities. This will include medically compromised patients who require treatment in a specialised setting and outreach care for patients in nursing and care homes, hospitals and those confined to their own homes. Treatment will also be provided under conscious sedation and general anaesthesia as required.

Job Profile Agreement

Agreed and Signed:	(Manager)	Date:	
Agreed and Signed:	(Post Holder)	Date:	
Date Role Description is Effective From:			

PROVISIONAL TIMETABLE YEAR 1

TRAINING WEEK - Yr. 1	VENUE	TYPE OF TRAINING	TRAINERS / SUPERVISORS
Monday	Special Care Dentistry, Primary Care Dental Service, Dorset County Hospital	Assessment and treatment of patients with a wide range of disabilities in a community setting	Sarah Spence Specialist in Special Care Dentistry and Educational Supervisor
Tuesday	Special Care Dentistry, Primary Care Dental Service, Dorset County Hospital	Assessment and treatment of patients with a wide range of disabilities	Lorna Hollingsworth Consultant in Special Care Dentistry
Wednesday	Study Day		
Wednesday pm once a month	Tutorial	StR Virtual Group	
Thursday	East Dorset Community Dental Service, Poole	Assessment and treatment of patients with a wide range of disabilities in a community setting Treatment of patients using conscious sedation. Transmucosal and intravenous techniques used	Specialist in Special Care Dentistry Brooke Zaidman
Friday	East Dorset Community Dental Service, Poole	Assessment and treatment of patients with a wide range of disabilities in a community setting and Treatment of patients using conscious sedation.	Brooke Zaidman Specialist in Special Care Dentistry

Friday pm(once a month)	Special Care Dentistry, Primary Care Dental Service, Dorset County Hospital	Transmucosal and intravenous techniques used Adult Special Care General anaesthetic theatre – day surgery	Lorna Hollingsworth Consultant in Special Care Dentistry
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We'd love to hear from you...



Senior Management Team



If you would like to find out more about us before you apply, we welcome informal visits to meet the teams and see what it would be like to work in community dentistry.

Please feel free to contact any of the team as below and we would be happy to arrange this for you.

Contacts:

Lorna Hollingsworth, Consultant in Special Care Dentistry/Clinical Director –
and based at this clinic at DCH
07867 461738 or lorna.hollingsworth@somersetft.nhs.uk

Erica Boulton, Workforce Support Manager
07771 396042 or erica.boulton@somersetft.nhs.uk

Zillah Morris, Service Manager
07741 231146 or zillah.morris@somersetft.nhs.uk



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