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|  | **Region (Deanery) Name** | * Thames Valley & Wessex (South East) | |
|  | **Title of post**  **Type of Training & duration of post** | * DCT1 Special Care Dentistry * This is not a rotational post * 1 year fixed-term clinical post | |
|  | **Training unit/locations** | 1. East Oxford Dental Clinic  2. Didcot Dental Clinic | |
|  | **Rotational Post information**  **and Duration** | * This is not a rotational post * 1 year fixed-term clinical post | |
|  | **Full address of unit/s where training is based** | 1. East Oxford Dental Clinic, Manzil Way, Oxford, OX4 1XD  2. Didcot Dental Clinic, Wantage Road, Didcot, OX11 0AG | |
|  | **Travel Commitment** | The post will predominantly be based at the East Oxford Dental Clinic but is likely to involve outreach to additional primary or secondary care-based localities. The post-holder may also be required to work in any of the Oxfordshire Community Dental Service sites across Oxfordshire as required to fulfil the responsibilities outlined below. | |
|  | **Name of Educational Supervisor, if known** | Mr Yudhir Gobindnarain | |
|  | **Contact details for Educational Supervisor** | [yudhir.gobindnarain@oxfordhealth.nhs.uk](mailto:yudhir.gobindnarain@oxfordhealth.nhs.uk) | |
|  | **Description of training post** | Hours: 40 hours per week. 30 days will be allocated for training purposes. (Fulltime)  Principal Responsibilities, Training and Educational Objectives:  Undertake a full range of duties to meet the needs of the service and to address the UK Dental Foundation Programme curriculum requirements as identified in an agreed personal development plan.  Provide a full range of dental care to patients of the Oxfordshire Community Dental Service, including priority groups, special needs children and adults, and other patients who would not otherwise be able to access emergency or routine care. This may include patients in young offender units, refuge centres, prisons and mental health units.  Provide treatment under a range of modalities including LA and GA. Treatment under IHS may be required with further training.  Provide emergency dental care for patients not able to access local NHS dentistry.  1 Manage the day-to-day activities of the dental surgery in conjunction with the other members of the team.  2 Supervise and delegate appropriate tasks to the ancillary staff in accordance with current General Dental Council regulations where applicable.  3 Provide statistical and other information to the Business Services Authority and Trust directors as required.  4 Take part in screening/health promotion activities as required to meet the dental public health requirements of the Trust.  5 Liaise with colleagues in hospitals, primary care and local authorities to ensure and improve the quality of patient care.  6 Undertake necessary training and development to comply with national, professional and Trust requirements and the specific requirements of this post.  7 Take part in all aspects of clinical governance including GDC lifelong learning, clinical audit, peer review and clinical supervision.  8 Be responsible for data collection and reports as required for the Oxfordshire Community Dental Service.  9 Attend tutorials and other specified educational sessions and use allocated study time effectively.  10 Sit a minimum of one part of the MJDF examination during the tenure of the post.  Other such duties as may be delegated  Membership of Professional Defence Organisation  The holder of this post will be covered by the employing Authority in relation to claims for negligence, but it is advisable for individuals to maintain membership of a Defence Organisation so that independent advice is available to them on all matters relating to their professional activity.  Additional information: This role involves the care of Children and/or young people. This Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate therefore must meet the requirements of the post including all pre-employment checks in line with safeguarding needs.  Core Responsibilities: In addition to undertaking the duties as outlined above, the post-holder will be expected to fully adhere to the following:  Personal Development  • To actively participate in an annual performance review (appraisal) and the development and implementation of a personal development plan.  • To take responsibility for own professional development ensuring professional standards are maintained and statutory and mandatory training is in date.  • To attend any training as requested.  Code of Conduct  • To adhere to the Professional Code of Conduct relating to your profession (if applicable).  • To uphold the principles and values set out in the NHS Code of Conduct for Managers.  • To support the organisation in developing an effective work/life balance for employees that meets the needs of the organisation.  • To ensure that the health and wellbeing of patients is at the centre of all activities and that all staff engage and communicate with patients as appropriate.  • To always promote quality and safety of patients, visitors and staff thus enabling the Trust to meet its regulation requirements (Care Quality Commission Registration - Regulations and Outcomes) that relate most directly to patients and also strive for continuous quality improvement.  Equal Opportunities/Diversity  • To observe Oxford Health NHS Foundation Trust’s Equal Opportunities Policy providing equality of treatment and opportunity to employee’s, service users and service providers irrespective of sex, sexuality, age, marital status, ethnic origin or disability.  Health & Safety  • To take responsibility for the health & safety of themselves and other persons who may be affected by their omissions or actions at work.  • To promote the Trust’s Health and Safety policy and ensure matters are managed in accordance with it.  • To co-operate with the Trust to ensure that statutory and departmental regulations are adhered to.  • Report accidents, incidents and near misses, implementing corrective action where necessary.  Infection Control and hand hygiene  • To comply with Trust policies for infection control and hand hygiene such as hand hygiene, decontamination policy, uniform and workwear code and standard precautions policy to reduce the spread of healthcare-associated infections (HCAIs).  Employees with clinical responsibilities must incorporate into their clinical activities up-to-date evidence that supports safe infection control practices and procedures, such as the use of aseptic techniques and the safe disposal of sharps.  Confidentiality and Data Security  • To comply fully with the duties and responsibilities outlined in the Trust’s Information Governance Policy.  • To comply with the Data Protection Act 1998, NHS Confidentiality guidelines (e.g. Caldicott, GMC.) and any code of practice on Confidentiality and Data Protection, as accepted by the Trust. Departmental codes of practice and procedures for confidentiality are available from the head of department.  • To ensure that all information collected, stored and used is done so in compliance with the above Act and any relevant Trust Policy.  • To preserve the confidentiality of any information regarding patients, staff records in your area (in connection with their employment) and the Trust business. This obligation shall continue in perpetuity.  • To raise any matters of concern with your Manager/Director.  Safeguarding  • To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.  • To support the organisation in ensuring service users are protected from abuse, or the risk of abuse and their human rights are respected and upheld.  • To ensure concerns are responded to appropriately in line with the Trust’s Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.  • To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.  Other  • To be aware of and work in line with all Trust policies and procedures.  • To carry out any other tasks as reasonably directed.  This job description outlines the roles, duties and responsibilities of the post. It is not intended to detail all specific tasks. | |
|  | **Suitable for Temporary Registrant?** | Not suitable for temporary registration | NO |
|  | **Primary Care element**  **Performer Number required?** | This is a Primary Care Training Post.  The successful candidate will require a performer number. | YES |
|  | **Pattern of working including any on-call commitment** | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Indicative weekly timetable | | | | | | | MON | TUES | WED | THUR | FRI | | **Clinical**: East Oxford Dental Clinic  **AM** | **Clinical**: Didcot Dental Clinic  **AM** | **Clinical**: East Oxford Dental Clinic  **AM** | **Clinical**: East Oxford Dental Clinic  **AM** | **Clinical**: Didcot Dental Clinic  **AM** | | **Clinical**: East Oxford Dental Clinic  **PM** | **Clinical**: Didcot Dental Clinic  **PM** | **Clinical**: East Oxford Dental Clinic  **PM** | **Clinical**: East Oxford Dental Clinic  **PM** | **Clinical**: Didcot Dental Clinic  **PM** |   The working pattern is subject to change. | |
|  | **Educational programme**  **summary** | The DCTs will be involved in the NHS England Thames Valley & Wessex Dental Core Training Study Day Programme. | |
|  | **Employment Details** |  | |
|  | **Employer** | Oxford Health NHS Foundation Trust | |
|  | **Contact email for applicant queries referring to post** | Educational Supervisor:  [yudhir.gobindnarain@oxfordhealth.nhs.uk](mailto:yudhir.gobindnarain@oxfordhealth.nhs.uk)  HR contact: To be confirmed | |
|  | **Link to relevant webpages** | [www.oxfordhealth.nhs.uk](http://www.oxfordhealth.nhs.uk) | |