

The Agreement Terms between NHS England and Jane SMITH, GDC 234567

RESTRICTIONS:

Whilst this Agreement is in force, the services you provide will be restricted as follows:

You must work in a supported and approved practice for a minimum period of 6 months* [or full-time equivalent period] with a **Named Dentist** - who has been approved by **NHS England (South East)**. The **Supporting Dentist** role is to provide support and report any concerns. This **Supporting Dentist** should be present in the same practice for a minimum of 75% of the time that you are there. If they are not, then a **Deputy Supporting Dentist** must also be in place to cover the shortfall.

*With a 60% commitment to NHS clinical work, your full-time equivalent (FTE) probationary period term will be: **10 MONTHS**

Tutorials, Case-Based Discussions, and Direct Observations of Clinical Practice should be undertaken with the **Supporting Dentist**, as specified in your **Educational/Clinical Support Table**, and summaries of these should be included in the portfolio. Evidence of other practice training and team sessions should also be included.

By signing these Agreement Terms, you agree to them being shared with the Approved Practice and Supporting Dentist, and agree that NHS England can discuss with these parties the contents therein.

Name of approved Supporting Dentist:	Robert Paul JONES	GDC Number:	123456
Name of approved Deputy Supporting Dentist:	Not nominated		
Name and Address of approved Practice:	LOVELY TEETH DENTAL CLINIC		
	17 Happy Lane, Fillingham, CROWNTOWN, G12 3DC		

ACTIONS TO BE COMPLETED:

	Specific Action:	Complete Action By:	Other parties (individuals/ organisations) involved:	To achieve stated objective:	Resource(s) required from external party:	Evidence required by NHS England at completion date:
1.	<u>Sign and return these Agreement Terms:</u> You will need to sign these Agreement Terms to indicate that you accept, and agree to follow, an Educational/Clinical Support Plan (ECSP). This is a personalised document provided to you separately by NHS England (South East).	Prior to inclusion in Dental Performers' List	Supporting Dentist	To prepare a portfolio of evidence to support all elements of learning identified through the training needs assessment	None	Signed ECSP
2.	<u>Competency-based Clinical References:</u> You must obtain TWO competency-based clinical references from Clinicians in your Practice 5 & 10 months after starting in practice. [NHS England (South East) will request these].	5 & 10 months	Supporting Dentist	Provide NHSE with the contact details of the Supporting Dentist	Reference template from NHS England	Two clinical references
3.	<u>Multi-source Feedback (MSF):</u> Issue the feedback forms provided (these can be anonymised), to team members and others who work alongside you (a minimum of 5 people – to include any Supervising Dentist and Dental Nurse). <u>This should happen approximately four weeks before you submit your portfolio.</u> The aim is to obtain feedback on your performance from several colleagues with different roles in the dental team. Your Supervising/Lead Dentist or Practice Manager will then receive these and collate them to provide an MSF summary (template also provided). This should be emailed to NHSE SE and a copy included in your portfolio.	Within 10 months, and 4 weeks prior to submission of portfolio of work	Practice Provider / Supporting Dentist	Completion of MSF	Team Members to complete feedback forms Template to be provided	MSF summary

4.	Portfolio of Work: You must develop a portfolio of work in support of all elements of learning identified through the Training Needs Review (TNR) , to evidence that you have completed the CPD, clinical governance, and other activities as detailed in your agreed Educational/ Clinical Support Plan (ECSP) .	Within 10 months	Self-directed learning / Supporting Dentist	Completion of portfolio of evidence	Access to Professional Development Plan template	Copy of portfolio & Professional Development Plan
	Broadly, the Portfolio will include: • Evidence of attendance on approved courses and completion of identified training, with certification, plus learning and reflection • Evidence of all documents and guidance read, with subsequent learning and reflection • Evidence of completed audits with subsequent learning and reflection • Evidence of satisfactory performance with respect to NHS Regulations and GDC standards within 6 months in practice, including a PDP and other information. • Evidence of supervision regarding specified practical skills • Demonstration of competency on required topics • Completion of provided templates • Competency-based clinical references • Completed Feedback Surveys – multi-source (MSF) and patient satisfaction • A completed FP17DC and PR Form with patient information redacted A comprehensive CPD list to evidence completion of items as listed in the ECSP					

Additional Conditions for Newly-Qualified Dentists:						
5.	Agree to be directly supervised, *as defined by the GDC, for the first five patient treatment days from the date of your commencement in practice, by your approved NHS England Supervisor . The Supervisor will need to include DOPS for a new patient examination and simple restoration . See Early Stage Requirements v4 CI for further information.	One week from commencement in Practice	Practice Provider / NHS Supervising Dentist	Complete 5 days of directly supervised practice	Guidance & Templates DOPS Templates to be provided	Report from Supporting Dentist including DOPS

6.	Agree for NHS England to seek a report from your Supervisor immediately following your first five patient treatment days in practice confirming that you are suitable to continue working.	One week from commencement in Practice	Practice Provider / Supporting Dentist	Complete the one week of directly supervised practice and demonstrate competency	Declaration DOPS & Supervisors Declaration to be provided for completion	Completed Supervisors Declaration
7.	Agree to provide patient feedback from patients in your first five patient treatment days in practice, to be submitted to NHS England (South East) within two weeks after your first five patient treatment days in practice.	Three weeks from commencement in Practice	Practice Provider / Supporting Dentist	Complete patient feedback	Patient feedback forms Templates to be provided	Completed patient feedback template

All evidence will be reviewed by a **Dental Clinical Adviser, Head of Professional Standards, and a Senior Professional Standards Manager**

Performer Name:	Jane SMITH
GDC Number:	234567
Signed:	
Date of Signature:	

NHS England Name:	Jeniene Scott
Designation:	Head of Professional Standards (SE)
Signed:	
Date of Agreement:	

Please return a signed **pdf** copy of your Agreement Terms as soon as possible to the **Case Manager** making this request on behalf of the **NHSE (South East) Performers' List Management Team [SEPLMT]**.