

## Orthodontic Training Programme Job Description

### Post Details

<b>HEE Office:</b>	Health Education South West Postgraduate Dental Deanery
<b>Job Title:</b>	Speciality Trainee in Orthodontics ST4-ST5
<b>Person Specification:</b>	NRO to complete
<b>Hours of work &amp; nature of Contract:</b>	Full time/ Part time training will be considered Fixed term
<b>Main training site:</b>	Gloucester Royal Hospital
<b>Other training site(s):</b>	Cheltenham General Hospital University of Bristol Dental Hospital

### Organisational Arrangements

<b>Training Programme Director (TPD):</b>	Amelia Jerreat
<b>TPD contact details:</b>	Consultant Orthodontist, Royal Devon and Exeter Hospital Gladstone Road, Exeter, EX1 2ED amelia.jerreat@nhs.net

<b>University:</b>	Not applicable						
<b>Degree awarded:</b>							
<b>Time commitment:</b>							
<b>University base fee 2020/21:</b>		<b>What will I pay in 1<sup>st</sup> year?</b>		<b>What will I pay in 2<sup>nd</sup> year?</b>		<b>What will I pay in 3<sup>rd</sup> year?</b>	
<b>Bench fees 2018/17:</b>							

## Training Details

### (Description of post)

Training is geared towards successful performance in the ISFE Orthodontics exam and award of FDS (Orth) from the trainees affiliated Royal College. At completion of training all ST4/5 orthodontists in training should have achieved all necessary competencies to be able to apply for and successfully hold an Orthodontic Consultant position.

The ST (ST4/5) will have a personal caseload of IOTN 4 and 5 malocclusions specifically designed to enhance training for secondary care patient care. They will have the opportunity to correct malocclusions using fixed and functional appliances as well as the use of more unusual treatment mechanics. The use of complementary treatment such as TADs and facemasks will be encouraged. In addition they will have exposure to new patient clinics and be part of the management and treatment of more complex orthodontic cases such as orthognathic treatment, complex hypodontia cases and the treatment of cleft cases. The ST4/5 will be expected to be actively involved in the preparation of MDT clinics.

There will opportunities for teaching including undergraduates, orthodontic ST1, orthodontic therapists and other DCPs. The ST4/5 may be asked to give lectures or tutorials and may also have a significant role in the running of regular journal clubs or examinations involving more junior staff members.

There are regional training days specifically designed for ST4/5 training which all StRs (ST4/5) are expected to attend. National training days are also available as per the training matrix approved through NHS HEE South West

An ST4/5 is actively encouraged and supported to pursue approved research and management projects. They will also be expected to actively participate in and supervise local audit as well as regional audit.

## **Duties and Responsibilities of postholder**

a) Clinical

All STs will have a personal caseload of malocclusions to treat. They will have the opportunity to correct a variety malocclusions using fixed and removable appliances. In addition they will have exposure to new patient clinics. As ST4/5 the use of complementary treatment mechanics such as TADs will be encouraged and the ST will be exposed to the management and treatment of more complex orthodontic cases such as orthognathic treatment, complex hypodontia cases and the treatment of cleft cases. The ST4/5 will be expected to be actively involved in the preparation of MDT clinics.

b) Teaching

The ST4-5 is encouraged to undertake teaching within the department including supervision (where appropriate) of the orthodontic ST1, orthodontic therapist and other DCPs. The supervised teaching and clinical training of an undergraduate group of students is also timetabled. There are opportunities to teach on the South West Orthodontic ST programme.

The holders of these posts have a significant role in the running of the regular journal clubs involving more junior staff members.

c) Study/Research

Study and examination leave allowance are as stated in the Terms and Conditions of Service.

The ST is expected to attend all regional and approved national training sessions. Facilities for research are available for approved projects and research is actively supported.

d) Administrative

The routine administrative content of this post is allowed for in the timetable.

e) Audit

The ST will be expected to actively participate in local/regional audit within the Trust. They will attend the Regional Governance meetings and participate in relevant national clinical audits. The St4/5 will actively develop, lead and supervise audits as required.

**Description of main training site****Gloucestershire Hospitals NHS FT****Including Gloucester Royal Hospital & Cheltenham General Hospital**

The Trust was established in April 2002 to provide acute hospital services for the whole of Gloucestershire. The Trust has an income plan for 2019/20 of circa £483 000 000 and employs approximately 6,700 WTEs.

The Trust currently manages two hospitals:

Gloucestershire Royal Hospital 580 plus 48 day beds (628)

Cheltenham General Hospital 378 plus 33 day beds (411)

Over the course of a year the average activity for the Trust is more than 17,000 elective inpatient cases, 62,000 emergency inpatient cases, 74,000 day cases, 430,000 outpatients attendances and 100,000 A&E attendances. The Trust serves a population of more than 600,000 for acute care and a population of over 750,000 for cancer.

Gloucestershire Royal Hospital provides general hospital services predominantly to people living in the west of the county. Some services such as major trauma, renal and haemodialysis, paediatrics, women's services, inpatient neurology, rheumatology, dermatology and ENT are provided for the whole county. Acute Stroke services will be centralised here in June 2012.

Cheltenham General Hospital provides general hospital services predominantly to people living in the east of the county and parts of south Worcestershire. Some services, such as acute coronary intervention, ophthalmology and urology are provided for the whole county. Cheltenham General Hospital is the hub of the Three Counties Cancer Network with the specialist Oncology Centre being a centre of excellence for Gloucestershire, Herefordshire, Worcestershire and parts of Wales.

Both Cheltenham General and Gloucestershire Royal Hospitals have Emergency Departments with heli-pad access at GRH.

As a large acute Trust, Gloucestershire Hospitals NHS Foundation Trust attracts staff in all clinical and non-clinical disciplines. It is able to offer an excellent career structure, opportunities for flexible working and a wide range of services to support staff.

The Trust places great emphasis on improving patient access to services and reducing visits to hospital where possible through the provision of "one-stop clinics" where all tests, consultations and treatments are provided with only one visit to the hospital.

The Trust provides opportunities for the public to be involved through patient surveys, focus groups and a good working relationship with the Patients' Fora.

A Patient Advice and Liaison Service within the Trust provide the opportunity for patients, their relatives and friends to access clear and friendly information.

The Hospitals' Leagues of Friends, other support groups and organisations play an important role in the life of the service and are an effective link to the public.

The Trust enjoys strong and fruitful relationships with its partners in the Gloucestershire Health Community and in Social Services and other statutory organisations, working together to ensure the best health care for people in Gloucestershire.

The Trust received approval to become a Foundation Trust from July 2004.

## Description of second training site

**University of Bristol Dental Hospital,**  
**University Hospitals Bristol & Weston NHS Foundation Trust (BDH)**

The University of Bristol Dental Hospital lies within the University Hospitals Bristol NHS Foundation Trust (UHB) and is situated in the city centre, close to the Medical School and University. The Trust consists of a number of hospitals, including Bristol Royal Infirmary, Bristol General Hospital, St Michael's Hospital, Bristol Eye Hospital, Bristol Royal Hospital for Children, Bristol Haematology & Oncology Centre (BHOC) as well as the Dental Hospital. UHB provides a full range of NHS services in hospitals and the community and is a focus of excellence at a local level and nationally as a centre for NHS teaching and research.

The University of Bristol Dental Hospital and School is the major provider of dental specialist service in the South West Region, in addition to providing emergency service and undergraduate teaching. The Hospital and School have an excellent national and international reputation for patient care, scholarship and research. Many of the clinical areas have been or are being refurbished. The Chapter House extension enhances the facilities for teaching and research and includes a staff restaurant and lounge. The Dental Postgraduate Dean and staff are on site in the Chapter House, enabling close co-operation in the planning of postgraduate training. In 2012 a new community hospital opened in South Bristol and undergraduate students are exposed to a broad range of primary care clinical experiences through rotations in this facility.

The Dental Hospital and School clinical groups are as follows:

- Oral Medicine, Pathology and Microbiology
- Child Dental Health (including Orthodontics)
- Oral and Maxillofacial Surgery
- Restorative Dentistry

The Orthodontic Department has two main functions, firstly the teaching of Dental Undergraduate and Postgraduates on longitudinal courses and secondly, the treatment of child and adult orthodontic patients.

**Staff involved in training:**

<b>Name</b>	<b>Job Title</b>	<b>Site</b>	<b>Role</b>
Lucy Macey-Dare	Consultant Orthodontist	Gloucester Royal Hospital	Educational Supervisor / Clinical Supervisor
Mr J. Dickson	Consultant Orthodontist	Gloucester Royal Hospital Cheltenham General Hospital	Clinical Supervisor
Mrs E. Kalantzis	Consultant Orthodontist	Gloucester Royal Hospital Cheltenham General Hospital	Clinical Supervisor
Mr G. Knepil	Consultant Oral and Maxillofacial Surgeon	Gloucester Royal Hospital	Clinical Supervisor
Dr N. Atack	Consultant Orthodontist	Bristol Dental Hospital	Clinical Supervisor
Dr T. Jones	Consultant Orthodontist	Bristol Dental Hospital	Clinical Supervisor
Dr J. Williams	Consultant Orthodontist	Bristol Dental Hospital	Clinical Supervisor
Mr C. Day	Consultant Orthodontist	Bristol Dental Hospital	Clinical Supervisor
Dr K. House	Consultant Orthodontist	Bristol Dental Hospital	Clinical Supervisor
Mr S. Deacon	Consultant Orthodontist and Lead Cleft Orthodontist	Bristol Dental Hospital	Clinical Supervisor

**Indicative timetable (details are subject to change)**

**Week 1**

	<b>Mon (BDH)</b>	<b>Tue (CGH)</b>	<b>Wed (GRH)</b>	<b>Thu (GRH)</b>	<b>Fri (GRH)</b>
<b>AM</b>	MDT (Restorative 2:4) UG Clinic (2:4)	Personal Treatment Session (JAD)	Joint Orthognathic Clinic (GK / LMD / JAD / EMK 3:4)  Personal Treatment Session (LMD, 1:4)	Personal Treatment Session (LM-D)	New Patient Clinic (LMD/JAD, 3:4)  Cleft Clinic (JAD/SAD, 1:4)
<b>PM</b>	Admin (2:4) UG Clinic (2:4)	Personal Treatment Session (JAD)	Personal Treatment Session (LMD)	Study, Admin	Personal Treatment Session (LMD 2:4)  Audit / Clinical Governance (1:4)  Study, Admin (1:4)

The trainee will be released from their regular clinical commitments to attend multidisciplinary clinics at other regional training units as required. The timetable will be subject to change during training, so that the training requirements of the trainee are met.



## Terms and Conditions

### General

- a) The post is covered by the Terms and Conditions of Service of Hospital Medical and Dental Staff.
- b) Whole time appointment.  
Any candidate who is unable, for personal reasons, to work full-time will be eligible to be considered for training flexibly in post. The Terms and Conditions of Service as amended from time to time, will apply to and govern this statement.
- c) You are entitled to receive three month's notice of termination of employment and are required also to give your employing Authority three months' notice.
- d) Accommodation  
The appointment does not require you to be resident.  
The successful candidate will be required to meet the criteria of the person specification.
- e) The passing of a medical examination is a condition of appointment of all practitioners within the scope of the National Health Service Superannuation Scheme.
- f) Carry-over of leave  
On each part of a rotational appointment Registrars will be expected to take leave proportionate to time spent in that slot.
- g) Protection of Children: Disclosure of Criminal Background  
The person appointed to this post may have substantial access to children as defined in Joint Circular No HC (88)9, HOC8/88 and WHC(88)10. Applicants are therefore advised that shortlisted candidates will be asked to complete a form disclosing any convictions, bind-over orders or cautions.  
Refusal to do so could prevent further consideration of the application.  
Attention is drawn to the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986 which allow convictions that are spent to be disclosed for this purpose by the Police and to be taken into account in deciding whether to engage an applicant.
- h) Candidates are assured that the completed form will be treated with strict confidentiality and will not be disclosed to the Appointments Committee until the successful candidate has been selected. A Police check will only be requested in respect of the candidate recommended for appointment. All forms completed and returned by other candidates will be destroyed when the final selection of the candidate to be recommended for appointment has been made.

**Study Leave**

- a. The Dental Postgraduate Dean, South West Deanery confirms that this post and Programme has the required educational and staffing approval to provide the training required for award of a CCST. The appointment will be subject to yearly ARCP assessment.
- b. The training period is structured according to the guidelines issued by the SAC and accepted by the General Dental Council. Training is geared towards successful performance in the ISFE Orthodontics exam and award of FDS (Orth) from the trainees affiliated Royal College.
- c. There is a Speciality Library housed within Bristol Medical School Library, with a wide range of relevant journals. This will give access to a wide range of literature, journals and computerised literature search machines. The Research and Development Unit is also invaluable in terms of advice on planning and starting research projects.
- d. There is a dedicated Virtual Learning Environment, hosted by the British Orthodontic Society , to aid the learning and development of trainees.
- e. The Specialty Trainee is assisted to attend appropriate courses in clinical, teaching and managerial skills. There will be the usual provision for study leave through South West HEE and guided by an approved Study leave matrix. The ST4/5 is expected to attend regional training days timetabled.
- f. There is also opportunity to gain more formal teaching training through the University of Bristol as well as access to the South West Professional Skills Programme for doctors in training.

**Annual Leave**

As per Terms and Conditions of Service of Hospital Medical and Dental Staff.

**Other information**