

Orthodontic Training Programme Job Description Exeter 1

Post Details

| | |
|--|--|
| HEE Office: | South West |
| Job Title: | Orthodontic Specialty Trainee (Run - through) |
| Person Specification: | National person specification |
| Hours of work & nature of Contract: | 40 hours |
| Main training site: | Royal Devon University Hospital Trust, Exeter |
| Other training site(s): | University Hospitals Bristol NHS Foundation Trust, Bristol |

Organisational Arrangements

| | |
|---|---|
| Training Programme Director (TPD): | Dr Julie Williams (ST1-3) Mrs Amelia Jerreat (ST4/5) |
| TPD contact details: | Bristol Dental Hospital Lower Maudlin Street Bristol Julie.Williams3@UH Bristol.nhs.uk Royal Devon University Hospital Trust Heavitree Hospital Gladstone Road Exeter amelia.jerreat@nhs.net |

| | |
|-----------------------------------|---|
| University: | University of Bristol |
| Degree awarded: | Masters of Science by Research |
| Time commitment: | Part time over 2.5 years |
| University fees 2024-2027: | £7258 in total: £4758 base fee (spread over 3 instalments at the start of each year of the course) in addition to £2500 bench fees (£1000 per year for the first two years and £500 at the start of the third year) |

| | |
|--|--|
| | |
|--|--|

Training Details

(Description of post)

ST1-3

In the first three years of training the successful applicant will have a personal caseload of IOTN 3, 4 and 5 malocclusions. They will have the opportunity to correct malocclusions using a range of fixed and removable appliances. In addition they will participate in new patient clinics and will be exposed to the management of more complex orthodontic cases with some attendance at multidisciplinary treatment clinics (MDTs).

The ST will deliver care under the supervision of a Consultant Orthodontist or a Specialist Orthodontist. They will have a named Educational Supervisor, who will support them in developing an appropriate learning agreement which will enable them to achieve the competencies required to be awarded a CCST in Orthodontics.

To meet the research requirement of the Orthodontic curriculum STs are strongly recommended to enrol with the University of Bristol to undertake a Master of Science by Research. Alternative routes to meet the research requirement will be supported, but the Master of Science by Research Programme is the most predictable route to achieve competency across the whole curriculum.

The Master of Science by Research Programme will introduce the ST to the concepts of research and permits University supervision of an appropriate research project to be completed during specialist training. Facilities for research are available for approved projects and research is actively supported. Academic teaching will include regular lectures, mock examinations, case-based learning, journal clubs and presentations as part of a well-coordinated academic programme of teaching to support preparation for the MOrth examination. These will be conducted largely face to face in a classroom setting in the first year (usually at Bristol Dental School or Bristol Dental Hospital) with more hybrid and virtual teaching in the second and third years.

There will also be an opportunity to support the training of other members of the dental team including student dental nurses and orthodontic therapists.

Transition from ST3 to ST4

Upon award of a CCST at the end of ST3 training, the ST will transition to post CCST training within the South West. This may be at the same training unit or at another unit (within a reasonable commute) in the South West region.

The ST's ambition to undertake ST4/5 training must be communicated no less than 6 months before the planned CCST date. The ST's suitability to undertake ST4/5 training will be reviewed at the beginning of the ST3 year.

ST4/5

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 STs (ST4/5) are expected to attend. National training days are also available as per the training matrix approved through NHS WTE 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 of 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 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. ST1-3 registrars are strongly recommended to complete a Masters of Science by Research (MScR) as the most predictable route to meeting the research requirements of the curriculum.

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

Royal Devon University Hospital NHS Foundation Trust

The Royal Devon University NHS Foundation Trust serves the mixed urban and rural population of Exeter, East and mid Devon. In addition patients access specialist services from a wider region including the rest of Devon, Somerset and Cornwall. This trusts' reputation as an innovative leading acute hospital has developed over 250 years. The RD&E was one of the first Foundation Trusts to be created in the country and supplies services to about 400,000 residents and visitors primarily in Exeter and East and Mid Devon.

The Trust is governed by a unitary board comprising a Chairman, Chief Executive and both Executive and Non-Executive Directors. The Executive Directors manage the day to day operational and financial performance of the Trust. These consist of the Chief Executive Officer, a Director of Transformation and Organisational Development, a Medical Director, a Director of Finance and Business Development and a Chief Nurse /Executive Director of Delivery.

The Non-Executive directors do not have responsibility for the day to day management of the Trust but share the Board's corporate responsibility for

ensuring that the Trust is run efficiently, economically and effectively.

Clinical services are managed in three divisions led by a Divisional Director, Associate Medical Director and an Assistant Director of Nursing/Associate Director of Midwifery and Patient Care.

For a full description of the main hospitals and services of the Trust see the Trust website <http://www.rdehospital.nhs.uk/>

The Orthodontic Department is based at the Royal Devon University Hospital – Heavitree site (RD&E). Heavitree is increasingly used as a base for elective outpatient care such as dermatology, ophthalmology and fertility services and as such presents an ideal, calm welcoming base for orthodontics. Orthodontics forms part of the Combined Maxillofacial Unit and shares close working relationships. The majority of the Senior Specialty Training will be carried out in Exeter whilst some aspects will be provided by University of Bristol Dental Hospital. Bristol can be accessed by rail or train and is approximately 80 miles from Exeter.

The Orthodontic Department comprises 7 fully equipped A-Dec chairs in an open plan, bright and air-conditioned clinic which is devoted to orthodontics. This is a new and modern set-up and we are delighted to work in such a fabulous environment. There are computers chair side (the trust utilises EPIC electronic patient record) with model storage within the unit. Nursing and secretarial support staff is formally assigned to one or other of the specialities but are flexible in meeting the needs of both specialities as the needs of the service require.

Radiographic facilities are provided by a departmental x-ray machine. Digital radiographs are stored and accessed through Trust computers with additional ability to analyse lateral cephalograms (OPAL system). In Exeter the department is equipped for digital photography with two complete Nikon D50 cameras. Image archiving is completed through the department and stored on the Trust server.

There is a modern and well-equipped Maxillofacial and Orthodontic Laboratory with 2 orthodontic technicians providing the full range of fixed, functional and removable appliances.

There is a well-equipped office space within the department on both sites with desk and storage space. Office space is shared with other clinicians within the Combined Unit.

Staff within the unit play an active role in training and teaching locally, regionally and nationally. In addition to other StRs and SHOs we have an orthodontic therapist and within the Combined Unit undergraduate students also attend the unit regularly.

A regular weekly joint Orthognathic clinic is held with Mr M Esson (Maxillofacial Consultant).

Cleft Lip and Palate Services are provided by the Bristol and Wales Cleft Team (Clinical Director: Mr Scott Deacon Consultant Orthodontist). The RD&E is one of the spoke units where patients will have Orthodontic, ENT and Speech Therapy services provided locally where appropriate.

All cases requiring restorative advice and support are seen by the visiting Restorative Dentistry service which is provided at Heavitree by a consultant led team from Musgrove Park Hospital, Taunton.

Training is geared towards successful performance in the Post CCST Orthodontics exam and award of MOrth from the Royal College.

Description of second training site

University Hospitals Bristol NHS Foundation Trust (UHBristol)

Situated in the heart of Bristol, UH Bristol is a large city centre Teaching Trust employing over 7000 staff, with annual revenue of nearly £400 million and with a total of 1156 beds throughout the Trust. We are one of the largest employers in Bristol and provide a wide range of in-patient, out-patient and day-care services to the local population within Bristol, as well as being the biggest specialist referral centre for the South West England.

University of Bristol Dental Hospital

Bristol Dental Hospital and School is a major specialist centre in the South West Region. The Dental Hospital has approximately 70,000 patient attendances per annum and has an excellent national and international reputation for patient care, scholarship and research. Academics work in close association with NHS colleagues and share joint management procedures. The Dental Hospital site is adjacent to the Bristol Royal Infirmary (BRI), a major tertiary referral centre, where all investigative, medical and surgical facilities are present within the complex. There is a designated Children's Hospital within the Bristol Royal Infirmary complex. 2013 saw the centralisation of the Head and Neck services to UB Bristol. Within BDH, this included oral and maxilla facial surgery and orthodontics. The South West cleft services transferred to the dental hospital in the summer 2014.

Staff involved in training:

| Name | Job Title | Site | Role |
|--------------------|--|-------------|--|
| Mrs Amelia Jerreat | Orthodontic Consultant | RDU | Educational Supervisor and Clinical supervisor |
| Ms Louise Kneafsey | Orthodontic Consultant | RDU | Clinical supervisor |
| Mr Matthew Moore | Orthodontic Consultant | RDU | Clinical supervisor |
| Ms Jennifer Jopson | Orthodontic Consultant | RDH | Clinical supervisor |
| Ms N Atack | Orthodontic Consultant | BDH | |
| Mr C Day | Orthodontic Consultant | BDH | |
| Ms K House | Orthodontic Consultant | BDH | |
| Mr S Deacon | Orthodontic Consultant and Lead Cleft Orthodontist | BDH | |
| Ms J Williams | Orthodontic Consultant | BDH | Training Programme Director |
| Prof A Ireland | Orthodontic Consultant | BDH | |
| Mr T Jones | Orthodontic Consultant | BDH | |
| | | | |
| | | | |

Indicative timetable (details are subject to change)

Week 1

| | Mon | Tue | Wed | Thu | Fri |
|----|-------------------------|--|--|---|----------|
| AM | Bristol Academic day | Mrs Amelia Jerreat Treatments (2:4) New patients (1:4) Joint oral surgery clinic (1:4) | Ms L Kneafsey Treatments (2:4) New Patients (2:4) | Dr M Moore Treatments (3:4) New Patients (1:4) | Research |
| PM | Bristol Academic day | Treatments | Treatments | Treatments | Research |

Week 2 (if applicable)

| | Mon | Tue | Wed | Thu | Fri |
|----|-----|-----|-----|-----|-----|
| AM | | | | | |
| PM | | | | | |

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 Specialty Royal College Orthodontics exam and award of MOrth.
- c. There is a Speciality Library housed within Bristol Medical School Library, with a wide range of relevant journals. There also will be access to the medical library which is part of the University of Exeter Medical School and is situated on the hospital site. 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 encouraged and assisted to attend appropriate courses in clinical, teaching and managerial skills. There will be the usual provision for study leave through South West HEE.
- f. The ST1-3 registrars are strongly recommended to complete a Masters of Science by Research (MScR) from the University of Bristol as the most predictable route to meeting the research requirements of the curriculum.

Annual Leave

The post is covered by the Terms and Conditions of Service of Hospital Medical and Dental Staff.

Other information

Transport

There are excellent transport connections to Exeter which sits close to the M5 motorway and has a mainline railway station with services to London and the rest of the UK. The fastest trains to London take just over 2 hours, so it is feasible when required to make day trips to London for meetings or conferences. Exeter has an International Airport which is the UK headquarters for low cost airline FlyBe. There are numerous scheduled and charter flights to the UK and near continent. Bristol Airport is a larger hub and is approximately 1.5 hours by road for travel further afield.

For travel further west, the rest of Devon and Cornwall is reached via excellent road and rail links, providing easy quick access to innumerable holiday and recreational opportunities.