

JOB DESCRIPTION

- Title of Post:** Specialty Registrar in Dental Public Health
- Grade:** Specialty Registrar
- Accountability:** Within the Department of Public Health the Specialty Registrar is managerially accountable to the lead trainer. On a day to day basis (s)he is accountable to the trainers to whom (s)he is attached at any given time.
- Locations:** One post will be based in NHS Grampian (NHS Grampian Public Health Department, Summerfield House, 2 Eday Road, Aberdeen AB15 2RE) and the other in NHS Fife (Public Health Department, Cameron Hospital, Windygates, Fife KY8 5RG).
- Specialty registrars will be assigned to a base Health Board but should also expect to work in a variety of locations throughout Scotland. As training progresses, this may include longer term blocks of training in other training units, including Public Health Scotland.
- Job Purpose:** The NHS Board to which the trainee is assigned will provide training opportunities for suitably qualified and experienced dentists wishing to pursue a career in dental public health. The post offers a wide range of experience and meets the requirements of specialist training programme in dental public health.
- General:** The training post is based within the Department of Public Health, and will involve working in the Public Health department and other training units in NHS Grampian. Other placements for the Specialty Registrar will also be considered if required to meet certain competences.
- Training:** The post offers in-service experience for a period of up to 4 years and is designed to enable Specialty Registrars to obtain their certificate of completion of specialist training in dental public health. Progression throughout the training programme will be dependent on satisfactory progress as assessed at annual review.

DUTIES OF THE POST

1. In the introductory period, there will be a period of familiarisation with the structure and organisation of the Department of Public Health, other relevant departments and other agencies/authorities to which dental public health work relates. A semi-structured induction programme will be drawn up with the postholder prior to his/her starting date (or immediately thereafter if this is not possible).
2. If the postholder has not already undertaken a suitable Masters in Public Health MPH (with Dental Public Health module) degree prior to commencing training, he/she will be expected to follow an appropriate academic course(s) which will enable him/her to sit the MPH This will be discussed prior to the postholder taking up his/her appointment and appropriate arrangements set in place.
3. For the postholder the objectives of attachments and courses will be to gain an appropriate level of knowledge, skills and understanding of dental public health practice which will allow him/her to function effectively within a wide range of public health settings as an independent and safe dental public health practitioner. Core areas to be covered are set out in the accompanying training programme.
4. Undertake assignments/projects both within the parent department and at other locations.
5. Join with other Specialty Registrars on a local and national basis for journal club meetings, postgraduate meetings, training and education conferences, and courses as appropriate.
6. In the later stages of specialty registrar training, undertake assignments and project work which will enable him/her to acquire a more in-depth knowledge of and expertise in specific areas of dental public health practice. This will be discussed with the postholder and will, where possible, take account of their particular interests within dental public health.
7. Participate in the Quality Improvement (QI) and Continuing Professional Development (CPD) programmes of the Departments of Public Health, other training units and within the dental public health speciality in Scotland.

TRAINING

- (a) Structure of the Programme:** The 4 year training programme normally comprises three elements:
- (1) Introductory Period [1 month] - includes induction programme and orientation period.
 - (2) One year academic training [up to a maximum of 1 year full time or equivalent].
 - (3) 3 years Specialty Registrar training.

(b) Supervision of Training:

The Specialty Registrar will be supervised by the lead trainer. They will be responsible for discussing the Specialty Registrar's learning needs, his/her interests within the specialty and future career intentions. Together they will agree an appropriate training programme and meet at regular intervals to review progress.

Training occurs through a series of attachments and assigned pieces of work through clinical supervisors. Project Learning Agreements are drawn up and agreed with the Specialty Registrar. The Trainer(s) and Specialty Registrar will meet on a regular basis to monitor and review progress towards meeting the agreed objectives.

The Specialty Registrar is also allocated an education supervisor who is also available for providing advice and support.

STUDY LEAVE

All applications for study leave must be initially approved by the lead trainer. Study leave is granted in accordance with the conditions laid down for Specialty Registrars in training in Public Health Medicine.

STUDY DAYS, SEMINARS, JOURNAL CLUBS, etc.

Specialty Registrars are expected to attend locally and nationally organised Specialty Registrar study days. They should also participate in appropriate seminars and journal clubs on a regular basis.

ACADEMIC COURSES

Specialty Registrars will be encouraged to undertake appropriate courses in order to ensure they have the relevant knowledge and skills to practice as effective dental public health specialists and to prepare them for final assessment. The training needs of the Specialty Registrar will be discussed in advance of him/her taking up post. Appropriate arrangements will be made accordingly.

RESEARCH/TEACHING OPPORTUNITIES

Specialty Registrars undertake work within the department which is of a research project nature. Encouragement is given to seek external funding for suitable projects. Specialty Registrars are encouraged to participate in both undergraduate and postgraduate teaching where possible. Agreement should be sought from the lead trainer in advance.

LENGTH OF APPOINTMENT

The post is offered at Specialty Registrar grade.

New entrants will normally be offered a 4 year contract subject to satisfactory annual review. A suitable MPH qualification reduces the length of appointment to a 3 year contract. Part time contracts increase the length of training, and thus, appointment.

TRAINING REVIEW

Specialty Registrar's progress is reviewed on a formal basis at least once a year.

This is in addition to any review of progress arranged by the lead trainer.

HOURS

The standard working week is 37.5 hours. However, Specialty Registrars will be expected to undertake some work outwith normal hours and to make themselves available to attend evening meetings from time to time.

Applications from candidates wishing to work part-time/job share are welcomed.

LEAVE ENTITLEMENT

The annual leave entitlement for Specialty Registrars is in accordance with the current terms and conditions.

TERMS AND CONDITIONS OF SERVICE

Terms and conditions for Specialty Registrars are in accordance with National TCS.

Specialty Registrars are expected to adhere to NHS Board policies and those of the organisations they may be seconded to during their training period.

Specialty Registrars will be expected to travel both within and out with their Board area in the course of their training. A current driving licence would be advantageous.

Please note that pay protection will not apply to this post.

APPLICATIONS AND FURTHER ENQUIRIES

Prospective candidates wishing to discuss dental public health training, or visit NHS Grampian Board should contact:

**Jonathan Iloya
NHS Grampian
Summerfield House
2 Eday Road
Aberdeen
AB15 6RE**

Email: jonathan.loya@nhs.scot

Prospective candidates wishing to discuss dental public health training, or visit Fife NHS Board should contact:

**Emma O'Keefe
Fife NHS Board
Cameron House
Cameron Hospital
LEVEN
Fife KY8 5RG**

Tel.: 01592 226416

Email: emma.okeefe@nhs.scot