

# DENTAL VOCATIONAL TRAINING

## INFORMATION BOOKLET FOR POTENTIAL TRAINEES 2021-22\*

\*Posts commencing August 2021

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SECTION 1  
**INTRODUCTION**

## DENTAL VOCATIONAL TRAINING EXPLAINED

### Dental Vocational Training (DVT)

General Dental Practice is a discipline which requires a particular set of skills and knowledge. Dental Vocational Training has emerged as the established means of developing these skills in new dental graduates. The accepted model of DVT comprises 12 months of supervised clinical experience in an approved training practice, supplemented by an educational programme, which includes weekly tutorials and study days. Travel expenses may be claimable for some VT study days and activities.

Since October 1993, it has been a requirement to complete DVT in order to gain a VT number. In Scotland, since 2004, 'Satisfactory Completion' of DVT confers eligibility for a VT number and, in turn, an NHS list number, which allows someone to become an associate or a principal in NHS or a Salaried GDP in the Public Dental Service (PDS).



## THE AIMS AND OBJECTIVES OF DVT

### Aim of Dental Vocational Training

Dental Vocational Training (DVT) aims to provide recently qualified dental graduates with the skills necessary to undertake unsupervised General Dental Practice by enhancing clinical and administrative competence, and by promoting high ethical standards and quality of care for patients.

#### This is achieved by:

- The VDP undergoing supervised training in General Dental Practice
- Using a planned programme of teaching and assessment to identify and build upon strengths and weaknesses
- Removing the financial pressures from the training environment so that the VDP can develop free from these
- Continuing the development of professional skills and encouraging postgraduate education

### Objective of Dental Vocational Training

The objective of DVT is that by the end of the training period, the VDP can progress to become an associate/principal and be able to practice without supervision.

#### The VDP must by the end of the training period, be able to demonstrate competence, relevant to the work of a GDS principal, in the following areas:

- Clinical skills, knowledge and values
- Communication skills and professionalism
- Organisation and management ability
- Management of psychological aspects of patient care
- Teamwork within the practice
- Ability to make decisions in a competent and professional manner, whilst taking into account personal strengths and weaknesses, and knowing when it is appropriate to refer
- Knowledge of and adherence to ethical and confidentiality guidelines within General Dental Practice
- Implementation of guidelines and regulations, so as to deliver safe practice
- Utilisation of various resources and support networks available to General Dental Practitioners

## RECRUITMENT PROCESS FOR DVT POSTS



## ELIGIBILITY TO UNDERTAKE DVT PROGRAMMES

In order to undertake a funded place in Dental Vocational Training (DVT) in the United Kingdom you must meet the following eligibility criteria:

- Hold a BDS or equivalent by start of the training programme
- Have a Full GDC registration by the start of the training programme. Training is limited to within 2 years of GDC registration.
- Provide evidence of the right to work in the UK without restriction
- Have recent clinical dentistry experience, within the last 2 years, at either undergraduate or postgraduate level

If you have previously been successful in obtaining a post on the Dental Vocational Training Programme, however have failed to attain satisfactory completion of the programme, you cannot reapply.

**For a full list of the criteria required, please refer to the Dental Vocational Trainee Person Specification available at:**



[www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-\(foundation\)-training/trainee.aspx](http://www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-(foundation)-training/trainee.aspx)

If you have any questions about your qualification and whether it is fully recognised by the GDC, or if you would like to find out if you are eligible for full registration, **you should visit the GDC website at:**



[www.gdc-uk.org](http://www.gdc-uk.org)

### **Additional Eligibility Criteria**

Applicants for whom Dental Vocational Training (DVT) is the only route available to be admitted to a relevant NHS Dental Performers List will now be given priority in the recruitment process. This would apply to candidates who will graduate from a UK Dental School, or to candidates who will graduate from overseas Dental Schools, i.e. from outwith the EEA, for whom DVT is the only route available to be admitted onto a relevant NHS Dental Performers List.

Information is correct at time of publication but may be subject to change pending Brexit. More information will be provided on our website when this is available.

### **Recruitment Process**

Applications will be sorted into two batches. Batch one applicants will be those for whom DVT is the only route available to be admitted to a relevant NHS Dental Performers List, e.g. those graduating from a UK or Overseas Dental School.

Batch two applicants will be those who have alternative routes for entry onto a relevant NHS Dental Performers List, e.g. those graduating from an EEA University. All offers of posts will be made to Batch one applicants in the first instance. Batch two applicants will be put on hold at the point of application and will only be offered posts should there be no suitable Batch 1 candidates.

## FURTHER INFORMATION

### Overseas Dentists

The Dental Recruitment team will be checking immigration status, eligibility to work in the UK, as well as confirmation of identity. Failure to provide the required proof of immigration status will result in the application being ineligible.

Please note, should we receive notification of any new legislation set down by the UKVI/Home Office which may impact on any of our applicants, between recruitment opening and offers being issued we will communicate this on our website:



[www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-\(foundation\)-training/trainee.aspx](http://www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-(foundation)-training/trainee.aspx)

### Identity Checks

ALL candidates are now required to submit proof of identity and immigration status at the point of application. This includes those who are UK citizens. You have the facility to scan and upload documents via Oriel at the point of completing your online application. Information is requested on immigration status to ensure that all applicants are eligible to work in the UK prior to commencement of the training programme.

This information will not be used in the recruitment and selection process, it will be retained separately by the Dental Recruitment team and will be referred to only when matching to a post takes place.

### Sources of Further Information

Please see our website for further information. Our website is updated with important announcements during live recruitment.



## SECTION 2 **APPLICATION PROCESS**

### ORIEL - HOW TO APPLY

If you are interested in applying for a DVT training post you should log onto Oriel and complete the application form.

- ***The deadline for submitting a DVT application is 12 noon on Friday 16<sup>th</sup> October 2020***

**Oriel can be accessed at:**



<https://new.oriel.nhs.uk/Web/>

**To apply for DVT you must:**

1. Create an Oriel account (this is where you will create a user name and password)
2. Complete the application form.

Please ensure you provide a valid email address when completing the application form. We sometimes experience problems sending information to hotmail email accounts. Please ensure that you provide an alternative email address, such as a yahoo/gmail account, or other large capacity non-Dental School email account.

All information regarding the recruitment process will be sent to this address.

Please ensure that inboxes are kept clear to receive emails and be careful of using email filters to avoid important NES emails ending up in junk mail/trash.

During the recruitment process you may find it useful to periodically check spam/junk folders to ensure that important messages are not missed.

**This e-mail address should also be valid after final exams and up to the point of taking up your training post, as further information will continue to be sent to you. This is why Dental School email accounts are not valid.**

#### Positive About Disabled People

NHSScotland is **Positive About Disabled People** and as such we provide job opportunities for disabled people.



**Please be advised the information you provide in your application will not be used to inform any recruitment and selection outcomes.**

Information is requested under the 'Disability' section of the online application form. Although completing this section is entirely optional, it is extremely useful for us to have this information as it will assist us in making any reasonable adjustments for you through the recruitment process.

Please note this information will not be shared with any prospective employers during the recruitment process. Once a post has been obtained, information would only be shared with employers provided consent had been given on the application form. This would ensure that any necessary arrangements and or adjustments can be made.

#### Equal Opportunities Form

Please note that all details on this will remain totally anonymous and will not be made available to Prospective Trainers. We want to ensure that there are no barriers to joining our workforce and that our processes are fully inclusive. One way we can ensure this is to analyse all the data provided in this section and ensure that training opportunities are being accessed by as wide a community as possible.

*The equal opportunities monitoring form will be detached from the rest of the online application and will be used for monitoring purposes only.*

#### Completing Your Application

**For ALL applications**

##### 1 SUBMIT APPLICATION

Log onto **Oriel** <https://new.oriel.nhs.uk/Web/> and complete an application by the closing date.

**Please refer to the timetable on our website for specific dates:**

**You may wish to keep a copy of the application form for your own records prior to submitting.**

##### 2 IMMIGRATION AND IDENTITY CHECKS

Supply copies of Immigration and identity documentation by uploading via Oriel by the closing date.

#### Referees

##### DVT

DVT applicants may be asked to provide Trainers with a reference during the visitation period and we would advise that you obtain 2 references in advance of the visitation period.

**The structured reference form can be downloaded from our website at:**



[www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-\(foundation\)-training/trainee.aspx](http://www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-(foundation)-training/trainee.aspx)

**When contacting your referees please ensure that:**

- You do not use family members as referees
- Referees must be able to comment on your clinical ability as a student
- Referees know you sufficiently well to be able to complete the reference on your behalf
- You give the referees as much advance warning as possible. Remember, if your referee is a clinician at the Dental School, he/she may be a referee for a number of people.



**If you are experiencing any issues prior to the application deadline, please contact the Dental Recruitment Team at [Dental.Recruitment@nes.scot.nhs.uk](mailto:Dental.Recruitment@nes.scot.nhs.uk) immediately for assistance.**

**NO APPLICATIONS CAN BE ACCEPTED AFTER THE DEADLINE.**

### VISITATION PERIOD

In Scotland, applicants have the opportunity to visit prospective trainers at their practices during a defined visitation period.



**Visitation period window will follow final exams. More details are available on our timetable which can be found on our website:**

**[www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-\(foundation\)-training/trainee.aspx](http://www.nes.scot.nhs.uk/education-and-training/by-discipline/dentistry/dentists/dental-vocational-(foundation)-training/trainee.aspx)**

Over the course of the visitation period you will be able to contact a number of practices and make arrangements visit or meet the Trainers. It is a good idea to make a note about each practice following any interviews to act as a memory aid when it comes to ranking your chosen 7 Trainers on your preference form.



**Remember that you may be spending the next year of your life in the practice with the people who work there. You should try to ask questions, which will help you to decide whether it is the right practice for you!**

Before going to interview, it is a good idea to think about what you want from your training programme and about the type of environment in which you will perform best. To help you do this, try reading this information booklet again. Also re-read the Trainers' practice profiles, as this might help you focus on areas of interest and questions you could ask when you meet the Trainers. These may include asking about any special interests and typical cases seen in the practice. At the end of the visits and interviews, you may rank up to seven practices.



**Selection is a very competitive process and you should take some time to think about how to set yourself apart from other applicants.**



**Candidates should ensure that they allow themselves plenty of time to travel to and from the training practices. The responsibilities for all travel arrangements are with the candidate and we advise that you plan carefully. Please note travel expenses will not be reimbursed.**

### PRACTICE PROSPECTUS

At the beginning of the visitation period, and throughout, you will gain access to the Practice Prospectus area of NES Dental Trainer Information System. This is an interactive platform where you can view the Trainers profiles. Information on how to access this will be sent prior to visitation from the Dental Recruitment Team.

The Practice Prospectus is an easy to use interactive system that allows Trainers and Trainees to engage with one another during the visitation period. It is accessed by logging on to the NES Dental Trainer Information System; details of all available training posts will be listed.

The Practice Prospectus is your primary tool when planning your visitation period. It has detailed information on the training practices, how many posts are on offer, the type of work that the practice carries out, special interests of the practice and how you can make contact with trainers.

From the information in the Practice Prospectus, you should then decide which practices you are interested in visiting. Trainers will have different preferences in terms of how you make contact with them and submit your CV. You should check each practice profile for information on how to contact individual Trainers.

In order to prepare for the visitation period, you should ensure your CV is up to date and contains all the relevant details to help trainers during interviews. There is no standard format for the CV, but you should take time to prepare it and put in as much relevant information as you can in order to separate you from the crowd. Your CV will be the first impression a Trainer has of you and it will act as a memory aid after interview.



**The Recruitment Process is very competitive and you should take some time to think about how to set yourself apart from other applicants.**

#### Your CV may include:

- Personal details – name, address, contact details (email, mobile)
- Education – include dental school, any relevant training courses that you have attended
- Qualifications
- Skills – give evidence of transferable skills you have acquired such as time management, organisational and communication skills etc.
- Interests – activities where you have leadership or responsibility, or which involve you in relating to others in a team will be of particular interest. It may also be useful to mention any specific areas of dentistry you are keen to explore in your career
- Additional information, e.g. awards, travel

### THE MATCHING PROCESS

At the end of the visitation period both Trainers and Trainees applicants complete a preference form listing up to 7 preferences.

At this stage you are required to reflect on what you liked and did not like within the training practices you visited. You may rank up to seven, but you must be prepared to work with each Trainer you put on your list.



**We would encourage you to really consider which posts better suit your needs so that you can make informed choices during visitation. If you limit your choices (e.g. geographically, listing only one Trainer, staying in city centres etc.) you may not be matched. This is a highly competitive process and you should take some time to think about your options.**

#### Preference Forms

Preference lists are to be completed within Oriel.

The deadline for completing your preference list for VT posts can be found on our timetable. Please refer to our website for further details:

Trainers will also complete a preference list. Information from the preference list is retained within a database, which will then indicate the number of 1:1 rankings and these places will be allocated. Then, the system identifies the number of 1:2 places – please note the process is led by the Trainer's top choices, thus in the event of a tie, the Trainer preference is used. This process continues until all the places are allocated.

Matching results will be available within Oriel. Please refer to the timetable on our website for further details:



**You must be prepared to work with anyone you put on your list. You should try not to restrict your choices but you must be sure that you would be happy to work with any of the Trainers that you rank.**

# CLEARING AND FAILURE TO PASS FINALS

### Clearing

If you are not matched with a Trainer, you will enter the clearing system. You will need to view the NES Dental Trainer Information System, where you can access a list of remaining training practices. You may contact the practices directly for further information about available posts and to discuss interview arrangements.

As the clearing stage of the visitation period progresses and appointments are made, the details of training practices will be removed from the Practice Prospectus so that you will know which practices are still available.

The Dental Recruitment Team will provide further information about clearing to unmatched applicants.

### Failure to Pass Finals

All DVT posts are dependant upon having full GDC registration, which in turn, is dependant upon successfully passing your final examinations. Unfortunately, some students do fail these exams and, as a result, have to re-sit later in the year – this means you cannot take up a post on the specified start date.

**If you have been appointed to a training post, but have failed your final examinations, you will be unable to take up post and you must contact your trainer and email us at: [dental.recruitment@nes.scot.nhs.uk](mailto:dental.recruitment@nes.scot.nhs.uk) as soon as possible.**

# APPOINTMENTS TO TRAINING POSTS 1

Following the release of matching results, successfully matched trainee applicants are required to contact the relevant parties as soon as possible:

- 1 Contact the trainer**
- 2 Complete the Start Pack issued by the NES Finance Team**
- 3 Contact the trainer's Health Board**
- 4 Register with the GDC**

All those appointed **MUST** ensure they liaise directly with their Health Boards and provide **ALL** necessary documentation, as well as return **ALL** Start Pack documentation as soon as possible.



**Failure to do so may result in trainees not being able to take up post on the specified start date, which will have an impact on the training practice or clinic, or for salaries to be paid on time.**

## 1. Contacting the Trainer

You should liaise with your Trainer as training practices must check your original documents.

### Documents checked by training practices include:

- Identity and Immigration documents
- Current GDC practising certificate
- Evidence of Hepatitis B status plus other health clearances required by the health board
- Membership of a Medico-Legal Defence Organisation



**Your Trainer will also ask you to sign the standard Trainer/Trainee contract after you have qualified.**

## 2. Payroll

Before you commence your training post the NES Finance Team will email you a Start Pack which contains various documents for you to complete.

### The Start Pack includes:

- Welcome letter
- Notification of appointment form (requesting personal information and bank details)
- P46

*Forms should be completed as quickly as possible.*

Once you receive your exam results and register with the GDC, you will be asked to complete your Trainer/Trainee contract. You will also attend your regional Postgraduate Centre at the start of your training for one or two days of induction, or online equivalent, where you will receive further details of your training programme. The VT hub will contact you to send you information on your programme using the email address you provided on your application form.



**It is essential that you provide a contact address where you can be reached during the period between completing final exams and starting your training post.**

### 3. Health Board Information, Medico-Legal Indemnity & GDC Registration

It is a requirement of the appointed trainee to liaise with the Health Board about Health Board information and Medico-Legal Indemnity. Documents will vary amongst the Health Boards with regards to relevant health aspects, and it will be your responsibility to ensure you follow this up with the Health Board prior to taking up post.

**Recent changes have taken place to NHS regulations relating to the provision of dental care and Health Board requirements may include:**

- Copy of passport and/or birth certificate
- Evidence of Hepatitis B status and other health clearances
- Copy of GDC current practising certificate
- Copy of membership of Medico-Legal Defence Organisation

### Rehabilitation of Offenders

Under the terms of the Rehabilitation of Offenders Act 1974, you are required to disclose **CRIMINAL** convictions, which are unspent (current). The National Health Service employment for which you are applying is **EXCLUDED** in the provisions of the Act. You are required **NOT** to withhold information about convictions which for other purposes are “spent” under the provisions of the Act. This means that all previous convictions must be declared. If you are offered employment, any failure to disclose such convictions could result in dismissal or disciplinary action. Any information given, however, will be completely confidential and will be considered only in relation to the post for which this application form refers. You must also disclose any pending proceedings and cautions.

### PVG (Protecting Vulnerable Groups)

If appointed to the post, you will be required to apply for PVG membership. Any appointment is subject to PVG membership.

*\*Information above is correct at time of publication*

#### 4. GDC Registration

Please note that GDC registration takes at least six weeks to process and it is therefore important that you apply at your earliest possible opportunity. This means that you should be in a position to post your paperwork to the GDC, fully completed and carefully checked, on the day you receive notification of success in final exams.

You must check with GDC whether or not your certificate needs to be translated into English.

Any delays in applying for your GDC registration may delay the date upon which you can start work and could affect your pay at the end of August and impact on the Dental Practice. It could also affect your ability to comply with the requirement to complete one year in practice by the end of July 2022. Any delay in registration must be clearly communicated to Trainer and Dental Recruitment Team to help minimize the impact on the training practice.

#### 5. Failure to Pass Finals

All DVT posts are dependant upon having full GDC registration, which in turn, is dependant upon successfully passing your final examinations. Unfortunately, some students do fail these exams and, as a result, have to re-sit later in the year. If you do fail your final examinations, you will be unable to take up post and you must contact your trainer and email us at: [dental.recruitment@nes.scot.nhs.uk](mailto:dental.recruitment@nes.scot.nhs.uk) as soon as possible.



### THE ROLE OF THE VDP

#### The Role of the VDP

Once you start as a VDP within DVT, you will become an assistant for one year to your DVT Trainer within the training practice from 1st August 2021. Information on Trainer and VDP obligations is available and can be found within the standard Single Employer contract. Your Trainer will provide you with a copy of this document.

#### Vocational Dental Practitioners will be required to:

- Enter into and abide by the terms of a legal contract for full-time employment with NES.
- Attend the day or block release courses as set out in the published programme (issued on 1st August). Absence from the study day course for any reason would be authorised only in exceptional circumstances. VDP's must notify their Director or VT Adviser of any absence in advance and in writing. All missed days must be made up in your own time.
- Take holidays outwith the educational programme. Unexplained absence from the course will imply withdrawal from the scheme by both VDP and Trainer.
- Complete such educational studies and assessment as may be required.
- Inform the VT Lead or VT Adviser of any alteration in the circumstances of the practice, the Trainer or self which might alter the contract of employment as a VDP.



### TRAVEL AND SUBSISTENCE

#### Travel and Subsistence for Study Days

Travel and subsistence payments for attendance at study days may be claimable, depending upon the location of the Postgraduate Centre in relation to the practice and the place of residence.



This will be confirmed by the relevant Postgraduate Centre Office upon commencement of training and any payments made will be in line with the NHS Education for Scotland Travel and Subsistence Policy.



**For further information of Trainer and VDP obligations, please refer to the standard Trainer/Trainee contract.**

SECTION 3  
**TRAINING SCHEMES**



# TRAINING SCHEMES - INTRODUCTION

### Introduction

This section contains information about each of the regions and the schemes they have to offer.

You might want to stay where you studied and where your friends are – but what about trying somewhere new?



**We would encourage you to carefully consider which schemes best suit your needs so that you can make informed choices during visitation. If you limit your choices (e.g. geographically, listing only one Trainer, staying in city centres etc.) you may not be matched. This is a highly competitive process and you should take some time to think about your options.**

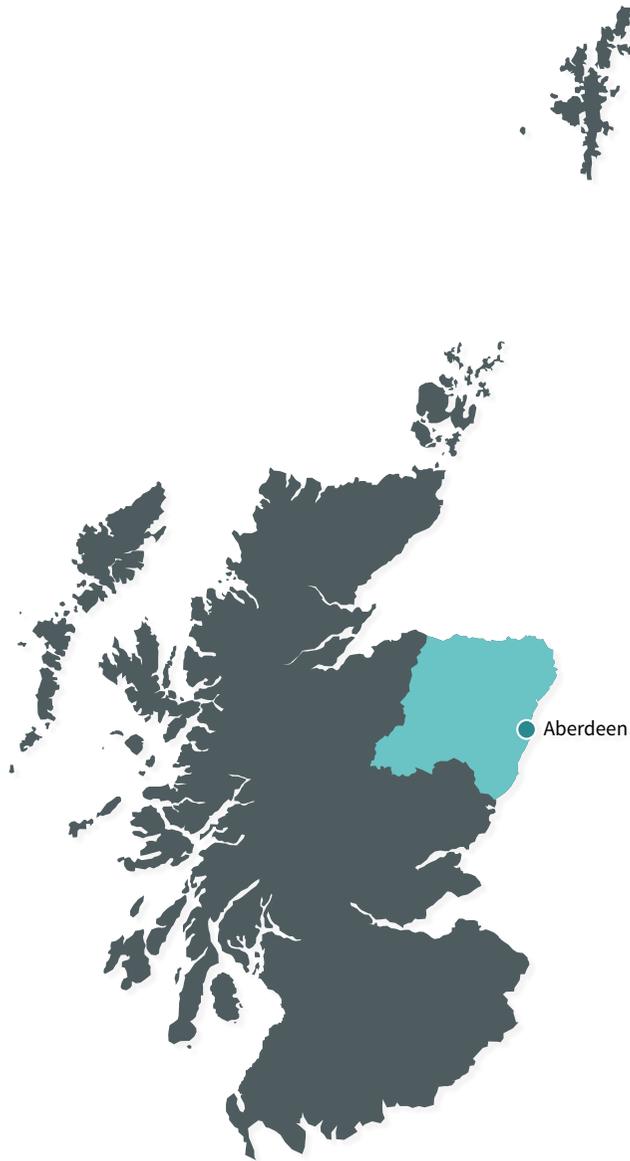
Some practices in the regions may be training under the multiple training model, where there is capacity for more than one trainee per Trainer. Some practices may also have a Vocational Dental Therapist.



**We strongly encourage all candidates to take some time to discuss with your significant other, and/or family members, the various options available to you.**



### TRAINING SCHEMES - NORTH EAST REGION



#### Aberdeen DVT Scheme

This is a one year Dental Vocational Training scheme based in Aberdeen. The study days are held on Fridays at Aberdeen Dental Education Centre (ADEC), Foresterhill, Cornhill Road, Aberdeen.

ADEC offers excellent study and practical facilities with a training surgery/ LDU and clinical skills room with phantom heads and state of the art IT. We regularly train graduates from all corners of the UK.

The study programme consists of a minimum of 25 study days. Most of these are held at ADEC on Fridays but we also arrange for trainees to attend conferences, visit laboratories and liaise with other schemes to hold joint days in Dundee, Inverness and elsewhere. This provides ample opportunity to catch up with your colleagues from the other schemes.

The training practices in this scheme are usually spread over a wide geographical area across the North East. Aberdeen City is very well represented and the other practices are well situated in thriving communities such as Banff, Fraserburgh, Inverurie and Banchory. VDPs based in the North East will find themselves in the unique position of having the countryside almost on their doorstep but never being too far away from city life. The Cairngorm National Park offers ample opportunity to escape into the hills for a multitude of sporting and recreational pastimes. The city of Aberdeen is an ideal place for those looking for art, culture and music with many different venues offering a diverse choice of entertainment. Good air, train, bus and road links mean that you are never too far from any destination!

### TRAINING SCHEMES - NORTH EAST REGION

Aberdeen Dental School is adjacent to ADEC. Secondary care services in Orthodontics and Restorative, previously based in Aberdeen Royal Infirmary, are now operating in the Dental School. We are fortunate to have this resource and make use of the expertise available for study days.

*Stewart Scott is the Vocational Training Adviser to the scheme.*

#### Contact Details for the North East Region of Scotland

**James Boyle**, Associate Post Graduate Dental Dean – VT Lead

➤ [james.boyle@nes.scot.nhs.uk](mailto:james.boyle@nes.scot.nhs.uk)

**Douglas Forbes**, Assistant Director Postgraduate Dental Practice Education

➤ [dougie.forbes@nes.scot.nhs.uk](mailto:dougie.forbes@nes.scot.nhs.uk)

**Stewart Scott**, VT Adviser (Dundee Scheme 1)

➤ [stewart.scott@nes.scot.nhs.uk](mailto:stewart.scott@nes.scot.nhs.uk)

**VT Hub**

➤ [VTHub@nes.scot.nhs.uk](mailto:VTHub@nes.scot.nhs.uk)

### TRAINING SCHEMES - NORTH REGION

The North of Scotland has two Dental Vocational Training schemes covering the largest VT area in Scotland. The training practices in this scheme are located in a diamond shaped area from Oban in the South to Western Isles in the West, Shetland in the North and Elgin in the East.

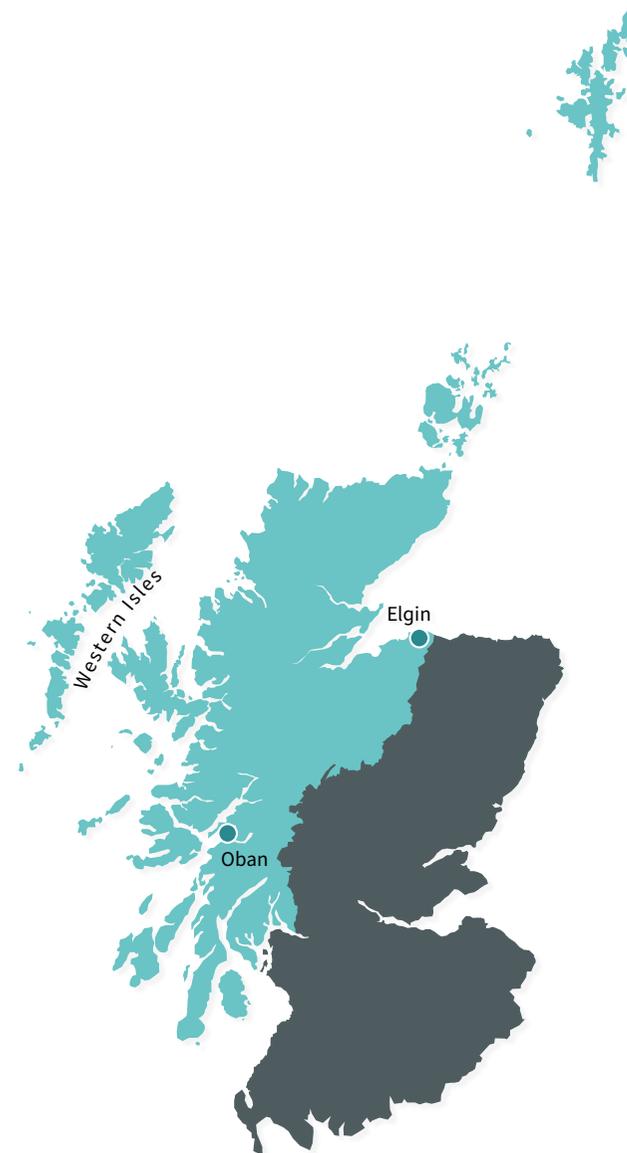
The area has an extremely diverse social and cultural history. It includes the highest mountains, the deepest lochs and the most beautiful countryside in Scotland. The sporting opportunities are endless. Inverness is the central hub for air, road and rail transport and is situated approximately three hours from Glasgow or Edinburgh.

#### Why choose the North?

- Three-day block release (eight per year);
- Study blocks held at the Centre for Health Science with 'state of the art' facilities;
- Practices are based in beautiful rural areas of Scotland;
- Trainers have a very high standard of facilities at their practices and clinics;
- Wide variety of clinical cases;
- Highly skilled and motivated Trainers;
- All Trainers are involved in study days;
- Lifestyle choice, fantastic outdoor pursuits and social scene.



**Because of their geographical location the practices in the Highlands and Islands provide a particularly broad range of treatment. This gives the VDP an opportunity to expand their skill range, giving a very good grounding for life beyond DVT.**



### TRAINING SCHEMES - NORTH REGION

#### Vocational Training Advisers (VT Advisers)

Mr Gordon Smart and Mr Gordon McGovern are the two VT Advisers for Trainers and VDPs. Both Advisers are extremely experienced and very highly respected GDP's and VT Advisers. The North Region Study Day Programme is constantly evolving with the Advisers taking on board feedback from existing and previous year's VDPs to provide an elite and enjoyable learning experience.

#### Senior Dental Administrator

Elaine Hodgson provides administrative support in the Postgraduate Office and is available to handle enquiries in the absence of the advisers regarding Inverness DVT schemes.

#### Contact Details for the North Region of Scotland

**James Boyle**, Associate Post Graduate Dental Dean – VT Lead

➤ [james.boyle@nes.scot.nhs.uk](mailto:james.boyle@nes.scot.nhs.uk)

**Gordon Smart**, VT Adviser

➤ [gordon.smart@nes.scot.nhs.uk](mailto:gordon.smart@nes.scot.nhs.uk)

**Gordon McGovern**, VT Adviser

➤ [gordon.mcgovern@nes.scot.nhs.uk](mailto:gordon.mcgovern@nes.scot.nhs.uk)

**Elaine Hodgson**, Senior Dental Administrator

➤ [elaine.hodgson@nes.scot.nhs.uk](mailto:elaine.hodgson@nes.scot.nhs.uk)

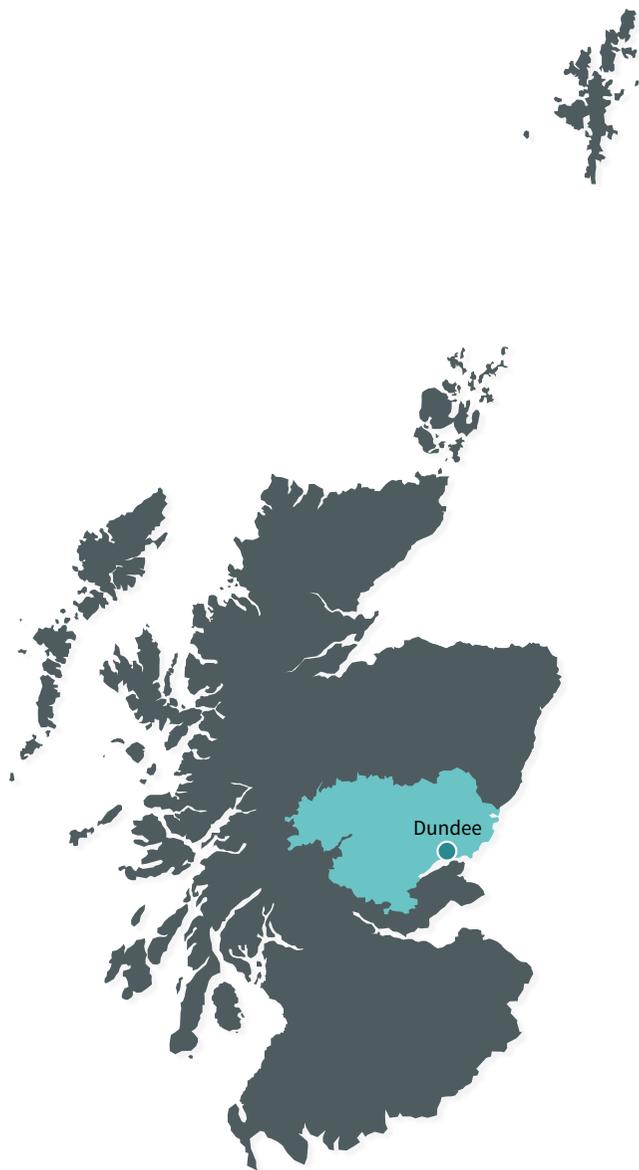
**Billy Cameron**, Assistant Director (Dental Vocational Training)

➤ [william.cameron@nes.scot.nhs.uk](mailto:william.cameron@nes.scot.nhs.uk)

**VT Hub**

➤ [VTHub@nes.scot.nhs.uk](mailto:VTHub@nes.scot.nhs.uk)

### TRAINING SCHEMES - EAST REGION



The East Region of Scotland incorporates all of Tayside, the North of Fife down to Kirkcaldy and parts of the Forth Valley area. The region is rich in natural beauty, recreational opportunities and convenient transport links. Being based in the East of Scotland puts dentists in easy reach of a whole range of outdoor and cultural pursuits, whether it be water based, high mountains, music or art. In the East of Scotland we offer DVT on the Dundee 1 and 2 based schemes.

#### Dundee DVT Scheme 1

This scheme is currently based in Dundee with study days in Dundee Dental Education Centre, Frankland Building, Dundee which provides exceptional training and hands on facilities. Tayside has superb recreational opportunities and is convenient to all the main cities.

- In recent years the DVT practices have been spread between Montrose, Arbroath and Kirriemuir through Dundee, Invergowrie, Carnoustie and Blairgowrie to Perth in the west.
- The study days are held on Fridays at Dundee Dental Education Centre (DDEC) and are run by Gordon Fletcher and Stewart Scott.

#### Dundee DVT Scheme 2

This scheme is currently based in Dundee with study days in DDEC, Frankland Building, Dundee which provides exceptional training and hands on facilities. Tayside has superb recreational opportunities and is convenient to all the main cities.

- Some of the practices on Dundee Scheme 2 are in Fife
- The DVT practices are spread between Dundee, Newport on Tay, Coupar Angus, Perth and Brechin.
- The study days are held on Fridays at Dundee Dental Education Centre (DDEC) and are run by Gordon Fletcher and Stewart Scott.

### TRAINING SCHEMES - EAST REGION

#### Contact Details for the East Region of Scotland

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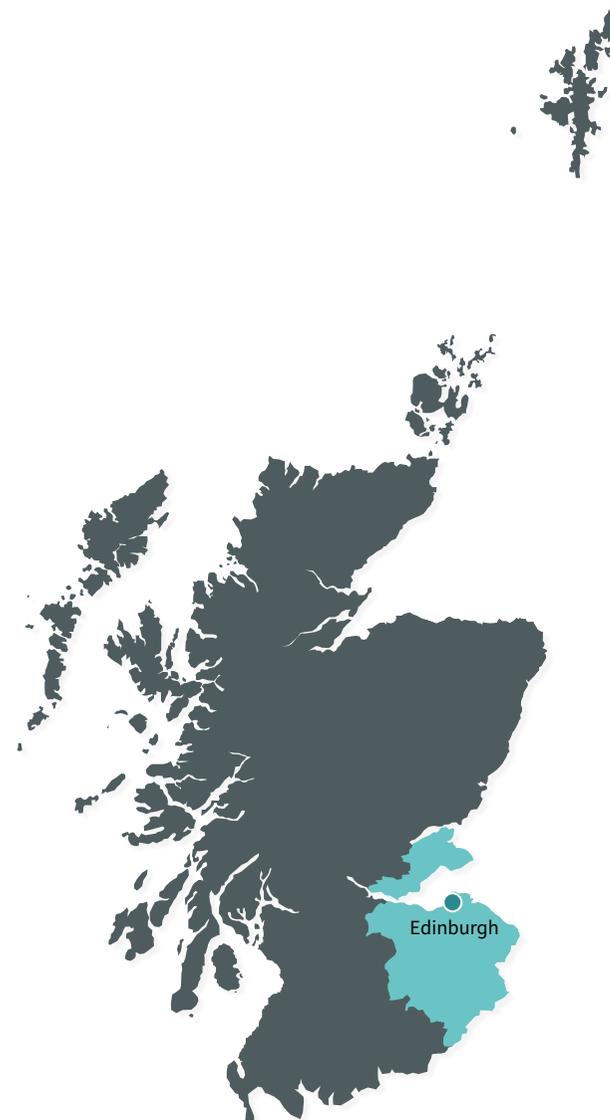


### TRAINING SCHEMES - SOUTH EAST REGION

**South East Scotland consists of three Health Board areas:**

Borders, Lothian and Fife. This part of Scotland is an attractive area to commence a dental career with many recreational and educational opportunities. Edinburgh, where our schemes are based, is a stunning, vibrant international city with many diverse cultural and artistic activities. We usually attract graduates from all over the UK and our schemes are designed to enable you to get to know each other and to benefit from the experience of your colleagues who will have qualified from several other universities. This has been valued by them, as has the opportunity to meet new colleagues and friends. Our schemes are based in the Edinburgh Dental Education Centre, located in the centre of Edinburgh, which is also home to an extensive range of postgraduate dental education and training programmes for all members of the dental team.

We offer four DVT schemes in General Dental Practice for one year from August to July. Two schemes have their study day on Thursdays and the other two have their study day on Fridays. The General Dental Practice Trainers within the DVT schemes have been carefully chosen for their commitment to training and postgraduate education, and most have considerable experience as Trainers.



### TRAINING SCHEMES - SOUTH EAST REGION

Many of the practices involved are not in Edinburgh itself, but often these provide more occasions to treat patients in a more holistic manner. New graduates will be able to experience all aspects of dentistry and management within a caring environment.

#### Contact Details for the South East Region of Scotland

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**Celia Falconer**, Dental Administrative Assistant

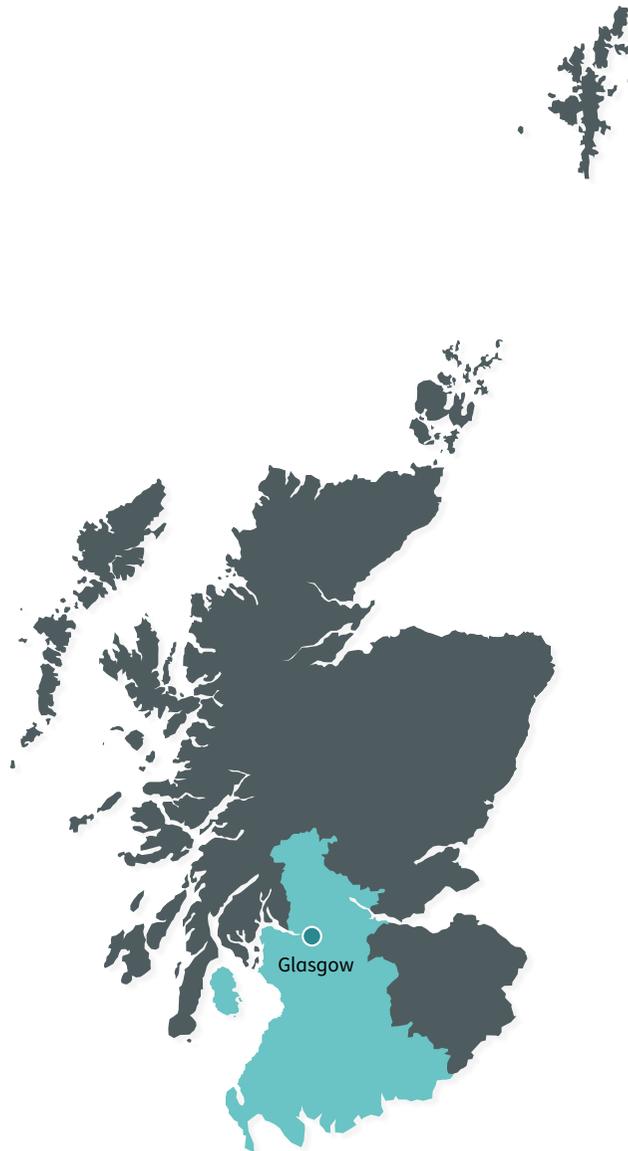
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### TRAINING SCHEMES - WEST REGION



The West of Scotland Region consists of five Health Boards areas; Greater Glasgow & Clyde, Lanarkshire, Forth Valley, Ayrshire & Arran and Dumfries & Galloway. This covers a wide and diverse area, from Argyll plus some of the West coast islands, in the North to the Solway Firth in the South. The region includes tranquil rural and island locations in addition to urban areas like Glasgow, the largest city in Scotland. All aspects of culture, sporting and social activities are catered for in the region. Glasgow has excellent bus, rail and air connections to all parts of the UK and beyond.

Vocational Training study days are based in the Glasgow Dental Education Centre (GDEC) which is situated on the ground floor of Glasgow Dental Hospital & School, Sauchiehall Street, in the centre of Glasgow and provides training for all branches of the profession.

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**Training in the West of Scotland currently consists of seven VT schemes.**

Each scheme has a separate Adviser and a separate educational programme.

- Six of the schemes are day release format, with the study day programme mostly being delivered on a particular day of the week.
- The other scheme is based on a block release format, where days are provided in 2/3 day blocks.

### TRAINING SCHEMES - WEST REGION

#### Contact Details for the West Region of Scotland

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SECTION 4  
**RECRUITMENT**



# CONTACTS FOR DENTAL RECRUITMENT

### Dental Recruitment Team

If you have any queries regarding the recruitment process, please contact:

👉 [dental.recruitment@nes.scot.nhs.uk](mailto:dental.recruitment@nes.scot.nhs.uk)

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### Finance Team

If you have any queries regarding payroll administration please contact:

👉 <https://nesdigital.atlassian.net/servicedesk/customer/portal/5/group/21>

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### VT Hub

Associate Postgraduate Dental Dean, Vocational (Foundation) Training,

**Jimmy Boyle**

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### VT Hub

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## VIEWING PDFS ON MOBILE DEVICES

**If you are using an iPhone or iPad to view NES PDFs you will need to download a free viewer from the app store to benefit from the full range of navigation features, including the clickable contents menus. Follow the steps below to install and use the viewer.**

### Downloading the viewer

The viewer we recommend using is PDF Pro 3, a free to download viewer available on the App Store. To install the viewer, simply click on the App Store Icon on your home screen and then search for "PDF Pro 3".



App Store Icon



Click on the blue box at the right hand corner which says "GET". It will then turn green and the word will change to "in-app purchase". Click once more and the viewer will begin to download and install on your device.

If you have a password set up on your device it may ask you for this now. You can also use Touch ID to buy.

**Please note: you will need to have adequate free space on your iPhone or iPad for the app to install.**

### Using PDF Pro 3

Using the viewer is simple. Once installed it will be automatically added to the options for viewing when opening a PDF. Simply navigate to the location on the web using Safari, click on the PDF you want to view and an option will appear at the corner of the screen which says "Open in..."



Click on the "Open in..." option, followed by the PDF Pro icon and the PDF will launch in the viewer. Once viewing in PDF Pro all of the navigational features will be functional, so simply tap the buttons onscreen to get started.

This resource may be made available, in full or summary form, in alternative formats and community languages. Please contact us on **0131 656 3200** or email **[altformats@nes.scot.nhs.uk](mailto:altformats@nes.scot.nhs.uk)** to discuss how we can best meet your requirements.