

## Orthodontic Training Programme Job Description

### Post Details

<b>NES Recruitment Office:</b>	Dental.recruitment@nes.scot.nhs.uk
<b>Job Title:</b>	Specialty Training Registrar 4/5 in Orthodontics
<b>Person Specification:</b>	See National Person Specification
<b>Hours of work &amp; nature of Contract:</b>	Monday-Friday 9-5
<b>Main training site:</b>	Glasgow Dental Hospital
<b>Other training site(s):</b>	Forth Valley Royal Hospital

### Organisational Arrangements

<b>Training Programme Director (TPD):</b>	Dr Laura Short
<b>TPD contact details:</b>	Consultant Orthodontist Glasgow Dental Hospital and School 378 Sauchiehall Street Glasgow G2 3JZ  <a href="mailto:Laura.short@ggc.scot.nhs.uk">Laura.short@ggc.scot.nhs.uk</a>

<b>University:</b>							
<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)

The post is approved by the Dean of Postgraduate Dentistry in Scotland and the SAC in Orthodontics for the training of Specialty Trainees in preparation for the Intercollegiate Specialty Fellowship Examination. This programme is for a minimum of two years but completion of the programme is based on when the relevant competencies have been achieved. Successful completion of the training programme will lead to eligibility for consultant appointment in orthodontics in the National Health Service. The trainee will be expected to develop an educational programme in conjunction with their Educational Supervisor. This will include the need for workplace based assessments throughout the programme. Educational progress will be reviewed annually through the Annual Review of Competency Progression (ARCP) process.

An ST4/5 post in Orthodontics is available commencing September 2022. The post is for 2 years and is based at Glasgow Dental Hospital, Glasgow (8 sessions) linked with Forth Valley Royal Hospital in Larbert (2 sessions).

The post is 10 sessions. 8 sessions will be spent on direct clinical care. 2 sessions will be assigned for supporting professional activity/admin/research.  
Clinics normally run from 9.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m.

Wide experience is offered in the diagnosis and treatment of complex multidisciplinary malocclusions under the supervision of the Consultant staff. One day per week will be spent at the regional unit.

## Duties and Responsibilities of postholder

In addition to the clinical timetable outlined below, the postholder will have the opportunity to contribute to :

**Clinical Effectiveness Meetings:** Regular Clinical Effectiveness Meetings are held by the Orthodontic Department at Glasgow Dental Hospital encompassing Audit Meetings, Journal Clubs and Section Meetings. The appointee will be expected to actively participate in all these activities.

Regular Clinical Governance Sessions are held in the Orthodontic Department at GDH. These occur on a rolling timetable and incorporate departmental meetings, audit meetings, risk management discussions and journal club.

The post holder is expected to actively engage in Audit and are expected to take a lead on some projects. Journal Club and clinical orthodontic seminars are held regularly within the department and the appointee are active members of these.

**Teaching:** There will be opportunities to participate in the teaching of undergraduate BDS students in Glasgow.

## Description of main training site

### **Glasgow Dental Hospital**

The Dental Hospital and School is situated in the centre of Glasgow. It is part of the Oral Health Directorate structure and is the main referral centre for specialist dental advice and treatment within the NHS Greater Glasgow and Clyde Health Board area. It also fulfils a similar role for surrounding Health Boards and serves a population of approximately 3 million people. The total number of chairs within the hospital is approximately 160.

The Dental Hospital and School comprises the following clinical departments:

- Restorative Dentistry
- Fixed and removable prosthodontics
- Endodontics
- Periodontology
- Oral Surgery
- Oral Medicine
- Paediatric Dentistry
- Orthodontics
- Dental Radiology

All departments hold regular Clinical Governance and Audit meetings. The Dental Staff Association meets regularly up to four times a year.

The Dental School delivers a modern, integrated Bachelor of Dental Surgery (BDS) programme over five years to an undergraduate population of approximately 500 students. The course has been very highly ranked in league tables in recent years.

The Dental Hospital and University of Glasgow Dental School collaborate to provide first-rate training for under- and post-graduate dental education.

Taught postgraduate programmes are offered in Orthodontics, Endodontics, Oral and Maxillofacial Surgery.

Post graduate research opportunities are provided, within the three main research themes within the University of Glasgow Dental School: Infection and Immunity, Community Oral Health and Biotechnology and Craniofacial Science.

(<http://www.gla.ac.uk/schools/dental/research/>).

In addition, there is an adjoining Postgraduate Centre and the Royal College of Physicians and Surgeons of Glasgow is a 10 minute walk away. There are strong links with the University of Glasgow and other hospitals in the region and there is an excellent library with on-line literature search facilities.

It is also home to the Emergency Dental Treatment Centre.

## GLASGOW DENTAL HOSPITAL ORTHODONTIC DEPARTMENT

The Orthodontic Department is integrated with the Paediatric Dentistry Department and its functions are:

- To provide orthodontic advice to General Dental Practitioners and Specialist Practitioners where appropriate, treatment plans to undertake treatment of their own patients.
- To provide specialist treatment, particularly where multi-disciplinary input is required. This treatment is carried out under the direct supervision of the consultants.
- To teach basic orthodontic skills to undergraduate students as well as to provide training for junior hospital staff and postgraduate students.
- Advice is offered to other dental specialties within the hospital where orthodontic input is necessary.

### Accommodation and Facilities

The combined Orthodontic and Paediatric Dentistry Department occupies virtually the whole of the fifth floor in the Dental Hospital, with a major refurbishment of the main clinic having been completed in 2008. There is total of 23 chairs in the main clinic as well as 6 side surgeries.

A sub-department (Oral Orthopaedics), in which all cleft lip and plate patients are treated, occupies a separate suite of two chairs adjacent to the main department.

Office accommodation, production and teaching laboratories, postgraduate accommodation and seminar facilities are also available on the same floor. Computers and digitising facilities are readily available.

A computerised patient administration system (TrakCare) is operational within the Dental Hospital and across all the hospitals in the Greater Glasgow & Clyde area. There is a separate medical illustration department serviced by 2 photographers.

A full range of dental specialties is present in the Dental Hospital and close collaboration exists between departments. Several combined clinics are regularly held in conjunction with consultants from the Restorative, Paedodontic and Maxillofacial Surgery departments.

Joint Orthognathic Planning Clinics, which the post holder attends, are held at the Dental Hospital on a weekly basis. Joint Cleft Clinics are held at the Dental Hospital, The Royal Hospital for Children and the Queen Elizabeth University Hospital. Hypodontia Clinics are also held with Restorative consultants and their trainees. Pre-clinical meetings are encouraged to make best use of clinical time and opportunities for case discussion and teaching.

### Staffing

#### NHS Consultants

Dr Jill White Glasgow Dental Hospital (Clinical Lead)

Dr Laura Short Glasgow Dental Hospital ( Orthodontic Training Programme Director)

Ms Mhairi Walker Glasgow Dental Hospital

Mr Haris Batley Glasgow Dental Hospital

Mr Douglas B Forysth Glasgow Dental Hospital

Mr Toby J Gillgrass Glasgow Dental Hospital

Academic Senior Staff (based at GDH)

Mr Philip C Benington Hon. Consultant / Senior Clinical Lecturer

Dr David Cross Hon. Consultant/ Senior Clinical Lecturer

Non-Consultant Staff

- 1 Clinical University Teacher
- 2 Pre-CCST Specialist Trainees
- 1 Orthodontic Therapist
- 2 Core Trainees
- Hospital Laboratory Orthodontic Technicians
- University Teaching Laboratory Technician
- Secretarial, nursing and reception support staff

Interdisciplinary clinics held with the following consultants

Restorative Consultants

- Mr Lee Savarrio
- Mr Gareth Calvert
- Miss Lynsney Crane
- Dr Douglas Robertson

Maxillofacial Surgery Consultants

- Mr Moorthy Halsnad
- Mr Andrew Gardner
- Ms Victoria Cook
- Professor Ashraf Ayoub
- Dr Rebecca Crawford (Clinical Psychologist)

Cleft Surgeons

- Mr Mark Devlin
- Mr Craig Russell

### **Management Structure**

Glasgow Dental Hospital & School is within the Oral Health Directorate of the Regional Services of NHS Greater Glasgow & Clyde.

The Dental Staff Association meets regularly and post-CCST trainees are encouraged to attend.

There is also an active Training Grades Staff Association, which welcomes involvement of all training staff.

### **Description of second training site**

The new Forth Valley Royal Hospital is located in Larbert, which has excellent train links to Glasgow and Edinburgh. The Department provides specialist orthodontic care for the Forth Valley/Stirlingshire region.

The Orthodontic Department has the exclusive use of 4 well equipped, modern dental surgeries plus others which are shared with the Public Dental Service. The department has full computer facilities with access to digital records (EDMS); digital radiographs (PACS); digital photographs and Orthognathic planning (Dolphin) within the surgeries. 3D scanning is being introduced to replace plaster study models. Laboratory services are provided on site by a fully trained technician and is fully equipped for orthodontic work. Full support from the hospital radiology department is available.

The Orthodontic Department accepts referrals mainly for multidisciplinary treatment; patients requiring minor oral surgery and Orthognathic surgery are seen jointly with our MFOS colleagues. Paediatric patients may be seen jointly with specialists in the Public Dental Service. A number of more routine treatment plans are undertaken for patients who have special needs. All treatment is undertaken by consultants or staff directly under their supervision.

Orthodontic diagnosis and advice is provided for referrers, including appropriate treatment plans if requested. The majority of referrals are from Specialist practitioners in the Forth Valley region.

### **Description of third training site (*if applicable*)**

**Staff involved in training:**

Name	Job Title	Site	Role
Dr Jill White	Consultant Orthodontist	Glasgow Dental Hospital	Clinical Lead/ Trainer
Dr Laura Short	Consultant Orthodontist	Glasgow Dental Hospital	Clinical Trainer/ TPD
Mr Philip Benington	Honorary Consultant Orthodontist	Glasgow Dental Hospital	Clinical Trainer
Ms Mhairi Walker	Consultant Orthodontist	Glasgow Dental Hospital	Clinical Trainer
Mr Haris Bately	Consultant Orthodontist	Glasgow Dental Hospital	Clinical Trainer
Mr Toby Gillgrass	Consultant Orthodontist	Glasgow Dental Hospital	Clinical Trainer
Dr Bridget Doubleday	Consultant Orthodontist	Forth Valley Royal Hospital	Clinical Trainer
Mr Craig Dunbar	Consultant Orthodontist	Forth Valley Royal Hospital	Clinical Trainer
Dr Louise Greene	Consultant Orthodontist	Forth Valley Royal Hospital	Clinical Trainer

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

**Week 1**

	Mon	Tue	Wed	Thu	Fri
AM	Treatment Session Glasgow Dental Hospital	New Patients Glasgow Dental Hospital	1:4 Hypodontia Clinic 3:4 Treatment Session Glasgow Dental Hospital	Treatment Session Glasgow Dental Hospital	Forth Valley Royal Hospital
PM	1:2 Orthognathic Clinic Glasgow Dental Hospital  1:2 Admin	Study /Admin	1:2 Cleft Patients 1:2 Admin	Treatment Session Glasgow Dental Hospital	Forth Valley Royal Hospital

**Week 2 (if applicable)**

	Mon	Tue	Wed	Thu	Fri
AM					
PM					



## Terms and Conditions

### General

**Conditions of Service:** The post is covered by the Terms and Conditions of Service for Hospital Medical and Dental Staff and by the General Dental Council Conditions of Service where appropriate. For all new entrants to the National Health Service, a medical examination will be required prior to confirmation of the appointment.

**Hepatitis B Status:** It is Healthboard policy that prospective employees involved in exposure prone procedures submit laboratory evidence of freedom from Hepatitis B or immunity to Hepatitis B *prior to their commencement date* and at appropriate up-dates during the course of employment. Non-responders to the vaccine and those in whom the vaccine is contra-indicated for medical reasons must provide laboratory evidence of freedom from infection. Failure to provide the required information will delay commencement

**No Smoking Policy:** In recognising the danger to health of smoking, NHS Greater Glasgow and Clyde has implemented a smoking ban throughout all its premises including all areas within the boundaries of the Board's properties. There are no circumstances in which employees are permitted to smoke on the premises.

**Equal Opportunities:** NHS Greater Glasgow and Clyde is an equal opportunities employer and all employees and potential employees will be treated equally and fairly and decisions on recruitment, selection, training and personal development will be based solely on objective and job related criteria, irrespective of their gender, age, race, disability, background, sexuality and religion.

**Registration:** Prospective applicants are required to be fully registered with the General Dental Council.

**Transport:** Full driving licence is required or the ability to arrange alternative transport to meet requirements of the post.

### Study Leave

The postholder will be eligible for up to 30 days of study leave per year. The post provides formal and informal training through the Scotland-Wide Orthodontic Programme Plus<sup>+</sup> (SWOP+) for ST4 and ST5 posts in Orthodontics

### Annual Leave

All leave may be taken in accordance with Hospital Guidelines on Leave Arrangements for Medical and Dental Staff. Requests are subject to a minimum of 6 weeks notice and it is the responsibility of the trainee to check the cancellation of appropriate clinics. To ensure the smooth running of the service the post holder will ensure that in conjunction with colleagues, adequate arrangements are made to cover planned absences.

### Other information

For a preliminary discussion, please contact:

Dr L Short  
Consultant Orthodontist  
Glasgow Dental Hospital and School  
378 Sauchiehall Street Glasgow  
Email: [laura.short@ggc.scot.nhs.uk](mailto:laura.short@ggc.scot.nhs.uk)