**Performers List Validation by Experience Assessment**

**Sample Evidence List**

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| **Domain – Professionalism** | |
| **Competency** | | **Evidence required** |
| P01 | Have an up to date Personal Development Plan (PDP) indicating professional aims and objectives | Copy of Personal Development Plan with training needs identified for next 12 months after PLVE period |
| Reflective log of recent training |
| P02 | Aware of and understand the requirements of the GDC document “Standards for the Dental Team” | Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on GDC requirements, |
| Signed reflective commentary demonstrating understanding of the requirements |
| P03 | Understand practice-based NHS complaints procedures | Copy of practice NHS complaints procedure |
| Anonymised copy of complaint (if available) and response |
| Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on NHS complaint management |
| Signed reflective commentary demonstrating understanding of NHS complaints management |
| P04 | Work with patients and colleagues demonstrating courtesy and professional integrity | Results of NHS patient satisfaction survey (questionnaires) |
| Signed reflective commentary demonstrating learning from the survey results |
| Summary of multi-source feedback (MSF) outcomes from colleagues and staff (minimum of 8 where possible) |
| Signed reflective commentary demonstrating learning from the feedback outcomes |
| Practice appraisal outcomes |

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| **Competency** | | **Evidence required** |
| P05 | Knowledge and understanding of Clinical Audit and Peer Review | Evidence of NHS-based audit and/or peer review experience during PLVE period |
| P06 | Commitment to Lifelong Learning and professional development, including Core CPD | Records of verifiable and non-verifiable CPD for previous twelve months. Evidence of non-verifiable CPD should include reflective notes on learning acquired |
| Evidence of participation in Core CPD as required by the GDC including Medical Emergencies; Disinfection and Decontamination; Radiography and radiation protection; Legal and ethical issues; Complaints handling; Early detection of Oral Cancer; Safeguarding children and vulnerable adults level 2 |
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| **Domain – Management & Leadership** | |  |
| **Competency** | | **Evidence required** |
| M01 | Able to demonstrate good record keeping | Evidence of tutorial signed by the VS or attendance at HEE Local Office approved course on record keeping |
| Record keeping audit cycle completed for a minimum of 21 NHS patient records (on HEE Local Office template, if available) |
| Signed reflective commentary demonstrating understanding of the principles of good record keeping |
| M02 | Able to refer patients to specialist colleagues | Two sample referral letters completed by applicant (anonymised), together with responses from specialist (if available) |
| Evidence of a tutorial on referral protocols and writing referral letters |
| Signed reflective commentary demonstrating understanding of the principles of referrals |

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| **Competency** | | **Evidence required** |
| M03 | Able to prescribe drugs / therapeutics for patients safely and with knowledge of potential drug interactions | Copy of practice NHS drug prescribing protocols |
| Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on prescribing and drug interactions, |
| Signed reflective commentary demonstrating understanding of the protocols |
| Sample of anonymised NHS patient records demonstrating ability to prescribe appropriately |
| Certificated completion of Dental SCRIPT learning resource <http://hee3cpd.dentalprescriber.org/login> |
| M04 | Appropriate training in up to date IRMER regulations and Radiation Protection | Evidence of attendance at IRMER or equivalent radiological training within past five years (5 hours verifiable CPD minimum) |
| Signed reflective commentary demonstrating understanding of the regulations and procedures of dental radiology |
| M05 | Knowledge of Cross Infection Control procedures to HTM 01-05 standards | Copy of practice infection control procedures |
| Signed reflective commentary demonstrating understanding of infection control procedures |
| M06 | Knowledge of H&S policies and regulations including COSHH | Copy of practice Health & Safety policy |
| Signed reflective commentary demonstrating understanding of Health & Safety principles and requirements |
| Copy of practice COSHH statements |
| Signed reflective commentary demonstrating understanding of the COSHH regulations |
| Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on Health & Safety and COSHH requirements |
| M07 | Awareness of NHS regulations in providing treatment for patients | Evidence of previous experience in NHS primary care dentistry since April 2006 (if applicable) |
| Evidence of attendance at a HEE Local Office approved NHS dentistry induction programme or equivalent training |
| Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on NHS regulations |
| **Competency** | | **Evidence required** |
| M08 | Understanding of Employment and Contract Law in UK | Copy of the practice employment contract/associate agreement |
| Signed reflective commentary demonstrating understanding of the basic principles of relevant employment and contract law |
| M09 | Ability to recognise and deal with medical emergencies in the Dental Practice | Copy of CPR training certificate within the previous 12 months |
| Copy of practice emergency drug protocol |
| Signed reflective commentary demonstrating understanding of the principles of managing medical emergencies |
| M10 | Knowledge of current Safeguarding Children and Vulnerable Adults level 2 requirements and their application in practice | Copy of the practice Safeguarding policy |
| Evidence of tutorial signed by VS on Safeguarding signed by VS |
| Signed reflective commentary demonstrating understanding of the principles of Safeguarding |
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| **Domain – Clinical** | |  |
| **Competency** | | **Evidence required** |
| CL  01 | Understanding and Experience of Working in NHS Primary Care Dentistry. | Clinical portfolio for the training period, signed by VS |
| Signed VS’s Structured Report on competence progression |
| Evidence of any Case-based Discussions (CbDs) and Dental Evaluations of Performance (ADEPTs) identified in the Action Plan and undertaken during the PLVE Period and of learning from outcomes |
| Evidence of tutorials and attendance at HEE Local Office approved courses on clinical elements identified in the PDP and/or by the HEE Local Office |
| CL  02 | Patient examination & diagnosis | A minimum of five samples of patient assessments (anonymised) demonstrating a broad range of diagnostic skills |
| Signed reflective commentary demonstrating understanding of the principles of patient examination and diagnosis |

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| **Competency** | | **Evidence required** |
| CL  02 cont | Treatment planning & patient management | A minimum of five samples of patient treatment plans (anonymised) demonstrating a broad range of treatment planning and patient management skills |
| Signed reflective commentary demonstrating understanding of the principles of treatment planning and patient management |
| Health promotion & disease prevention | Summary NHS BSA data (anonymised) demonstrating the performance of preventative procedures to conserve tooth structure, prevent dental disease and oral health |
| Signed reflective commentary demonstrating understanding of the principles of health promotion and disease prevention |
| Audit demonstrating compliance with the national toolkit ‘Delivering Better Oral Health’ |
| Dental emergencies | Summary NHS BSA data (anonymised) demonstrating experience in the management of dental emergencies |
| Local anaesthesia, pain & anxiety control | Signed reflective commentary demonstrating understanding of the principles of appropriate management of pain control and anxiety in patients |
| Periodontal therapy & management | A minimum of five samples of patient treatment records (anonymised) demonstrating appropriate management of periodontal conditions in patients |
| Signed reflective commentary demonstrating understanding of the principles of periodontal therapy and management |
| Hard & soft tissue surgery | A minimum of five samples of patient treatment records (anonymised) demonstrating effective management of buried roots etc. |
| Summary NHS BSA data (anonymised) demonstrating the performance of extractions on a range of patient groups |
| Management of the developing dentition | Signed reflective commentary demonstrating understanding of the principles of management of the developing dentition, including IOTN and other indices |

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| **Competency** | | **Evidence required** |
| CL  02 cont | Restoration of teeth | Summary NHS BSA data (anonymised) demonstrating the provision of simple and complex restorative treatments (Bands 2 and 3) on a range of patient groups |
| Replacement of teeth | Summary NHS BSA data (anonymised) demonstrating the provision of a range of fixed and removable prostheses, including bridges, removable and complete dentures |
| CL  03 | Previous Experience of Working in NHS Primary Care Dentistry (where applicable) | CV and signed reflective commentary on learning achieved through previous experience |
| Evidence of experience of providing a broad range of treatments on NHS patients |
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| **Domain – Communication** | |  |
| **Competency** | | **Evidence required** |
| CO  01 | Able to communicate with patients appropriately | Results of NHS patient satisfaction survey – see also Competency P04 |
| Evidence from DOPS undertaken at the commencement of the training period |
| Evidence of CbDs and DEPs undertaken on NHS patients during training period |
| Signed reflective commentary demonstrating understanding of the importance of effective patient communication |
| CO  02 | Understanding of the importance of Team Work in Dentistry | Evidence of involvement in staff training and practice meetings |
| Signed reflective commentary demonstrating understanding of the importance and application of team working |