

## ORAL MEDICINE

## ENTRY CRITERIA

| ESSENTIAL CRITERIA  | WHEN EVALUATED <sup>i</sup>                            |
|---|--|
| <p style="text-align: center;"><b>Qualifications</b></p> <p>Applicants must have:</p> <ul style="list-style-type: none"> <li>BDS or equivalent dental qualification recognised by the General Dental Council at the time of appointment <sup>vi</sup></li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>BDS (or equivalent dental qualification recognised by the General Dental Council) and MBBS (or equivalent medical qualification recognised by the General Medical Council) if applying for the exemption in Oral Medicine, at the time of appointment <sup>vi</sup></li> </ul>  | Application form                                       |
| <p style="text-align: center;"><b>Eligibility</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>Be registered with the GDC by the time of appointment <sup>ii</sup></li> <li>Be eligible to work in the UK <sup>iii</sup></li> <li>Have the ability to travel to sites as required in order to fulfil the requirements of the whole training programme.</li> </ul>   | Application form<br>Interview/selection centre         |
| <p style="text-align: center;"><b>Fitness to practise</b></p> <ul style="list-style-type: none"> <li>Is up to date and fit to practice safely and is aware of own training needs.</li> <li>Satisfactory enhanced Disclosure and Barring Service (DBS) check in England a&amp; Wales / Disclosure Scotland (PVG) in Scotland / Access NI in Northern Ireland or equivalent</li> </ul>  | Application form<br>References<br>Pre-employment check |
| <p style="text-align: center;"><b>Language skills</b></p> <p>Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about dental topics with patients and colleagues; as demonstrated by one of the following:</p> <ul style="list-style-type: none"> <li><i>undergraduate dental training undertaken in English;</i></li> </ul> <p>or</p> <ul style="list-style-type: none"> <li><i>academic International English Language Testing System (IELTS) results showing a score of at least 7.0 in each domain (speaking, listening, reading, writing), with an overall score of at least 7.5, to be achieved in a single sitting and within 24 months of the time of application</i></li> </ul> <p>If applicants believe they have adequate communication skills, but do not have evidence in one of the above forms, they must provide alternative supporting evidence of language skills</p> | Application form<br>Interview/selection centre         |
| <p style="text-align: center;"><b>Health</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>Meet professional health requirements (in line with GDC Standards for the Dental Team or GMC Good Medical Practice).</li> <li>Be physically and mentally capable of conducting procedures over several hours which demand close attention as well as conducting out-patient clinics which demand concentration, resilience and problem solving.</li> </ul>  | Application form<br>Pre-employment health screening    |

| ESSENTIAL CRITERIA   | WHEN EVALUATED <sup>i</sup>                            |
|--|--|
| <p style="text-align: center;"><b>Career progression</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>• Have completed Dental Core Training with an Outcome 1 by the time of commencing the post</li> <li>• Satisfactory completion of the UK medical Foundation year 1 programme, or equivalent, at the time of commencing the post if applying for the exemption programme</li> <li>• Disclose complete details of their employment history</li> <li>• Provide evidence that their career progression is consistent with their personal circumstances</li> <li>• Demonstrate evidence that their present level of achievement and performance is commensurate with the totality of their period of training</li> <li>• Have notified the Training Programme Director of the Speciality Training Programme they are currently training in if applying to continue training in the same speciality in another region <sup>iv</sup></li> <li>• Not have previously relinquished or been released / removed from a speciality training programme, except under exceptional circumstances <sup>v</sup></li> <li>• Not already hold, nor be eligible to hold, a CCST in the specialty applied for and/or must not currently be eligible for the specialist list in the specialty applied for.</li> </ul> | <p>Application form<br/>Interview/selection centre</p> |
| <p style="text-align: center;"><b>Application completion</b></p> <p>ALL sections of application form completed FULLY according to written guidelines.</p>  | <p>Application form</p>                                |

SELECTION CRITERIA

| ESSENTIAL CRITERIA  | DESIRABLE CRITERIA  | WHEN EVALUATED   |
|---|---|--|
| <p style="text-align: center;"><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• As above</li> </ul>   | <ul style="list-style-type: none"> <li>• MFDS / MJDF / MRCP or equivalent at the time of application</li> <li>• Other degrees held at time of application e.g. BSc, MSc or PhD</li> </ul>   | <p>Application form<br/>Interview/selection centre</p> |
| <p style="text-align: center;"><b>Career progression</b></p> <ul style="list-style-type: none"> <li>• As above</li> <li>• Has evidence of achievement of Foundation competences from a UK Dental Foundation training programme or equivalent</li> <li>• Demonstrates the competencies required at the end of UK Dental Core training year 1 (i.e. outcome 1) at the time of interview and year 2 at the time of post commencement (or equivalent)</li> <li>• Commitment to the specialty with clear career objectives</li> <li>• On a NHS primary care organisation Performance List or able to meet requirements for listing when training/post involves primary care placement that requires listing</li> </ul> | <ul style="list-style-type: none"> <li>• Has evidence of experience in more than one dental speciality/clinical setting, including primary care</li> <li>• Clinical experience, in relevant medical specialties, is desirable</li> <li>• Has evidence of undertaking appropriate courses commensurate with career progression and intentions</li> </ul> | <p>Application form<br/>Interview/selection centre</p> |

| ESSENTIAL CRITERIA  | DESIRABLE CRITERIA   | WHEN EVALUATED   |
|---|--|--|
| <b>Clinical skills – clinical knowledge and expertise</b>   |  |  |
| <ul style="list-style-type: none"> <li>• Demonstrates good patient care skills <sup>vii</sup></li> <li>• Capacity to apply sound clinical knowledge and judgement to problems</li> <li>• Ability to prioritise clinical need</li> <li>• Demonstrates appropriate technical and clinical competence and evidence of the development of diagnostic skills and clinical judgement</li> </ul>   | <ul style="list-style-type: none"> <li>• Experience in the management of patients with complex medical histories</li> <li>• Experience in a specialist Oral Medicine Unit</li> <li>• Understanding of pharmacology and therapeutics</li> </ul>   | Application form<br>Interview/selection centre<br>References |
| <b>Academic and research skills</b>   |  |  |
| <ul style="list-style-type: none"> <li>• Understanding of the principles and relevance of research in evidence-based practice</li> </ul>  | <ul style="list-style-type: none"> <li>• Evidence of relevant academic and research achievements, e.g. degrees, awards</li> <li>• Publications</li> <li>• Conference presentations/posters</li> </ul>  | Application form<br>Interview/selection centre               |
| <b>Quality Improvement:</b> <ul style="list-style-type: none"> <li>• Demonstrates understanding of the principles of audit/clinical governance/quality improvement</li> <li>• Evidence of participation in quality improvement/audit/service evaluation</li> </ul>  | <b>Quality Improvement:</b> <ul style="list-style-type: none"> <li>• Evidence of leading at least one quality improvement project</li> </ul>   |  |
| <b>Teaching:</b>  |  |  |
| <ul style="list-style-type: none"> <li>• Evidence of an enthusiasm and aptitude for teaching</li> </ul>   | <ul style="list-style-type: none"> <li>• Evidence of delivering undergraduate or postgraduate teaching, or teaching Dental Care Professionals</li> <li>• Experience in teaching, including use of different teaching methods</li> <li>• Teaching qualification e.g. PG Certificate in Education, or other teaching training</li> </ul> |  |
| <b>Personal skills</b>  |  |  |
| <b>Communication skills:</b> <ul style="list-style-type: none"> <li>• Capacity to communicate effectively and sensitively with others</li> <li>• Able to discuss treatment/oral health options with patients/stakeholders in a way they can understand</li> </ul> <b>IT skills</b> <ul style="list-style-type: none"> <li>• Demonstrates appropriate information technology skills</li> </ul> <b>Problem solving and decision making:</b> <ul style="list-style-type: none"> <li>• Capacity to think beyond the obvious, with analytical and flexible mind, bringing a range of approaches to problem solving</li> <li>• Demonstrates effective judgement and decision-making skills</li> </ul> | <ul style="list-style-type: none"> <li>• Demonstrates probity</li> </ul>   | Application form<br>Interview/selection centre               |

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|---|--|---|
| <p><b>Empathy and sensitivity:</b></p> <ul style="list-style-type: none"> <li>Capacity to take in others' perspectives and treat others with understanding; sees patients as people</li> <li>Demonstrates respect for all</li> </ul> <p><b>Managing others and team involvement:</b></p> <ul style="list-style-type: none"> <li>Capacity to work effectively in a multi-disciplinary team</li> <li>Demonstrate leadership, when appropriate</li> <li>Capacity to establish good working relationships with others.</li> </ul> <p><b>Organisation and planning:</b></p> <ul style="list-style-type: none"> <li>Capacity to manage time and prioritise various tasks and commitments, balance urgent and important demands, follow instructions</li> </ul> <p><b>Vigilance and situational awareness:</b></p> <ul style="list-style-type: none"> <li>Capacity to monitor and anticipate situations that may change rapidly</li> </ul> <p><b>Coping with pressure and managing uncertainty:</b></p> <ul style="list-style-type: none"> <li>Demonstrates flexibility, decisiveness and resilience</li> <li>Capacity to operate effectively under pressure and remain objective in highly emotive/pressurised situations</li> <li>Awareness of own limitations and when to ask for help</li> </ul> |  |   |
| <p style="text-align: center;"><b>Probity – professional integrity</b></p> <ul style="list-style-type: none"> <li>Takes responsibility for own actions</li> <li>Demonstrates honesty and reliability</li> <li>Demonstrates respect for the rights of all</li> <li>Demonstrates awareness of ethical principles, safety, confidentiality and consent</li> <li>Awareness of importance of being the patients' advocate, clinical governance and the responsibilities of an NHS employee</li> </ul>  | <ul style="list-style-type: none"> <li>Demonstrates altruism – evidence of the ability to attend to the needs of others with an awareness of their rights and equal opportunities</li> </ul> | <p>Application form, Interview/selection centre</p> |

- i. 'When evaluated' is indicative, but may be carried out at any time throughout the selection process
- ii. Time of appointment refers to the date at which the post commences. Please note, Medically qualified applicants must be registered with the GDC but be eligible for registration with the GMC.
- iii. Can be used as shortlisting criterion
- iv. The Support for Application to another region form, signed by the Training Programme Director of their current Specialty Training Programme confirming satisfactory progress must be submitted to the recruitment office at time of application.
- v. Applications will only be considered if applicants provide a Support for Reapplication to a Specialty Training Programme form, signed by both the Training Programme Director/Head of School and the Postgraduate Dean in the Local Office/Deanery that the training took place. Extraordinary circumstances may be defined as a demonstrated change in circumstances, which can be shown on the ability to train at that time and may include severe personal illness or family caring responsibility incompatible with continuing to train. Completed forms must be submitted at the time of application. No other evidence will be accepted.
- vi. Time of appointment refers to the date at which the post commences
- vii. Applicants with BDS alone or with MB BS (or a recognized equivalent medical qualification) must be able to demonstrate a sound understanding of the importance of medicine to the practice of Oral Medicine through the application form and during the interview and selection process.