



Oral Surgery Training Programme Job Descriptions

Post Details

Office:	Wales (HEIW)
Job Title:	Dental Specialty Trainee (ST1) in Oral Surgery
Person Specification:	See: Specialty training dentistry vacancies - HEIW (nhs.wales)
Hours of work & nature of Contract:	40 hours; Full Time
Main training sites:	Post 1: Royal Gwent Hospital, Newport Post 2: Prince Charles Hospital, Merthyr Tydfil
Other training site(s):	Royal Glamorgan Hospital, Llantrisant Dental Teaching Unit, Porth Cambria Specialist Oral Surgery Practice, Sketty, Swansea Brecon War Memorial Hospital, Brecon Neville Hall Hospital, Abergavenny The Grange Hospital, Cwmbran

Organisational Arrangements

Training Programme Director (TPD):	Mr Keith Smart
TPD contact details:	Email: Keith.Smart@wales.nhs.uk Keith.Smart2@wales.nhs.uk

Training Details

(Description of post)

Training Programme

The Training Programme will be for a minimum of three years full time or equivalent pro rata duration. Each Trainee has an Annual Review of Competence Progression (ARCP) to confirm satisfactory progress through the training scheme.

The Training Programme is approved by the Postgraduate Dental Dean, Health Education and Improvement Wales (HEIW) with advice sought from the Specialist Advisory Committee in Oral Surgery. The programme will be managed by the HEIW appointed Training Programme Director (TPD) who will be responsible for ensuring programme delivery and that the GDC approved specialty curriculum enables trainees to gain relevant competencies, knowledge, skills and attitudes and experience to achieve the Certificate of Completion of Specialty Training (CCST), subject to satisfactory progress.

Oral Surgery Training

Oral Surgery training will be delivered over a three-year full time (wte) programme. This should lead to:

- Membership of a Royal College (e.g., M Oral Surgery) and a CCST
- Entry onto the specialist list in Oral Surgery
- Eligibility to practice as a specialist

This programme is based on yearly rotation between Cwm Taf Morgannwg and Aneurin Bevan Health Boards. For each year there will be a principal consultant in charge, as the trainee will also have exposure to a number of other consultant and specialist trainees during the rotation. There will be no on-call commitment with this post. This post will be suitable for anyone wishing to pursue a career in oral surgery.

- Inpatient management
 - Exposure to inpatient management will be provided by way of ward rounds and multi-disciplinary meetings which the trainee will be expected to attend.
- Emergency work
 - Exposure to trauma management will be provided via weekly consultant out-patient clinics and short stay/inpatient GA operating lists.
- A well-focused general medical and surgical training
 - Trainee will be exposed to the specialist educational programme organised locally.
 - ST Journal clubs

- Management of healthcare delivery
 - Trainee will be expected to attend the monthly departmental and clinical audit meetings. The oral surgery trainers are either NHS consultants who lead the clinical service delivery for the Health Boards or specialists in oral surgery.
- Audit, quality improvement, research, critical appraisal
 - Trainee will have the responsibility for organising Journal Clubs and will be expected to undertake clinical audit / quality improvement projects.

Duties and Responsibilities of postholder

Research

Trainees are expected to gain experience in research whilst in post. The exact nature and extent of the research will depend upon Oral Surgery curriculum requirements and the appointee's previous experience and interest.

Quality Improvement Programmes (Clinical Governance and Audit)

Trainees must participate in organised quality improvement programmes including clinical governance and audit programmes. Meetings are held monthly and the trainee will be expected to participate. Activity is supported and appropriate training will be provided.

Administration

Trainees will undertake administrative duties associated with the care of patients and the functioning of the Oral Surgery service. Shared office accommodation with other dental trainees and staff will be provided.

Log Book, Appraisal and Assessment and Annual Planning

As part of this training programme, the trainee will be expected to keep a logbook of activity. The trainee will register with the on-line portfolio, the Intercollegiate Surgical Curriculum Programme (ISCP). Progress will be formally assessed at the ARCP as per the Dental Gold Guide 2023: [Dental Gold Guide 2023 - COPDEND](#) and through regular appraisal with their educational supervisor.

Additional Responsibilities

The successful applicant may be required to undertake such additional duties as may be required under the Terms and Conditions of Service of Hospital Medical and Dental Staff.

Description of main training site for post 1

Royal Gwent Hospital, Cardiff Road, Newport, NP20 2UB

Oral and Maxillofacial Surgery (OMFS) services in Aneurin Bevan University Health Board are provided by a team of five full-time OMFS consultants. Outpatient clinics and MOS lists are spread between the District Generals, Royal Gwent Hospital (RGH, Newport) and Nevil Hall Hospital (NH, Abergavenny). Emergency and inpatient care including ICU is provided at Grange University Hospital (GUH, Llanfrechfa). Daycase GA at RGH is provided in both Main Theatre and in OMFS department in a specific OMFS theatre with its own ward.

Other support facilities include CT, CBCT, MRI, Medical illustration and an Oral and Maxillofacial Laboratory.

The team work closely alongside Orthodontic Consultants and trainees, with joint clinics for both Orthognathic and Dentoalveolar planning.

Specialty Trainers have a shared Registrar office with their own PC and access to on site library services in both RGH, NH and GUH.

Description of main training site for post 2

Cwm Taf Morgannwg UHB Prince Charles Hospital Merthyr Tydfil CF47 9DT

Oral and Maxillofacial Surgery services in Cwm Taf Morgannwg are provided by a team consisting of four whole time Consultant Oral and Maxillofacial Surgeons and two Consultant Oral Surgeons. Outpatient and Inpatient surgical lists, including LA, LA/Sedation, GA day case, GA in-patient lists are routinely undertaken at Prince Charles Hospital and the Royal Glamorgan Hospital. LA and LA/Sedation lists are also provided at the Porth Dental Teaching Unit and at Brecon War Memorial Hospital. Training for post 2 will also be undertaken at the Cambria Specialist Oral Surgery Practice in Sketty, Swansea.

The Oral and Maxillofacial department has access to surgical high dependency and ICU facilities. Other support facilities include CT, MRI, Medical Illustration, Phantom Head skills suite and an Oral and Maxillofacial Laboratory.

Specialty Trainees will have office space with internet access and all staff have access to Libraries on site and the NHS Wales e-Library for Health.

Staff involved in training:

Name	Job Title	Role
Mr S Jones	Consultant in Oral & Maxillofacial Surgery	Clinical Supervisor
Mr R Parker	Consultant in Oral & Maxillofacial Surgery	Clinical Supervisor
Mrs S Ananth	Consultant in Oral & Maxillofacial Surgery	Clinical Supervisor
Miss L White	Consultant in Oral & Maxillofacial Surgery	Clinical Supervisor
Mr J Wells	Consultant in Oral & Maxillofacial Surgery	Educational Supervisor Clinical Supervisor
Mr M K Smart	Consultant in Oral Surgery	Training Programme Director Clinical Supervisor
Prof N Moran	Consultant in Oral Surgery	Clinical Supervisor
Miss K Turberville	Specialty Doctor in Oral & Maxillofacial Surgery	Educational Supervisor Clinical Supervisor
Mrs S Jenkins	Specialty Doctor in Oral & Maxillofacial Surgery	Clinical Supervisor
Dr R Jones	Specialist Practitioner	Clinical Supervisor

Indicative timetable (details are subject to change)

Post 1

		Mon	Tue	Wed	Thu	Fri
WK 1	AM	DSU (SDJ)	CLINIC (SDJ)	TH 5	TH 5	LA (JPW)
	PM	CLINIC (LW)	STUDY	CLINIC (IRP)	STUDY	CLINIC (JPW)
WK 2	AM	STUDY	CLINIC (SDJ)	TH 5	TH 5	LA (JPW)
	PM	CLINIC (LW)	SIALENDOSCOPY	STUDY	TH 5	CLINIC (JPW)
WK 3	AM	STUDY	LA (SA)	TH 5	TH 5	LA (JPW)
	PM	CLINIC (LW)	CLINIC (SA)	STUDY	TH 5	CINIC (JPW)
WK 4	AM	DSU (SDJ)	LA (SA)	TH 5	DSU (SA)	STUDY
	PM	CLINIC (LW)	JCC (SDJ/AB)	TH 5	CLINIC (SA)	STUDY
WK 5	AM	DSU (SDJ)	STUDY	CLINIC (SDJ)	TH 5	LA (JPW)
	PM	STUDY	SIALENDOSCOPY	CLINIC (IRP)	TH 5	CLINIC (JPW)

Post 2

	Mon	Tue	Wed	Thu	Fri
AM	CLINIC PCH (MKS)	THEATRE PCH (MKS)	CLINIC PCH (NM) 2:4 MOS BWMH (KT) 2:4	MOS CAMBRIA (RJ)	SPA
PM	MOS PCH (MKS)	MOS PCH (MKS/KT)	PAEDIATRICS DSU PCH (MKS) 2:4 MOS BWMH (KT) 2:4	MOS CAMBRIA (RJ)	SPA

Terms and Conditions

General

Terms & Conditions for this post are available at:

[Terms-and-Conditions-of-Service-2002-NHS-Medical-dental-staff.pdf \(nhsemployers.org\)](#)

The salary scale is available at:

[NHS Pay & Conditions - NHS Wales](#)

[nhs.wales/files/pc-resources/md-w-06-2023-pay-award-for-2023-24-v2-pdf/](#)

The Relocation Policy is available at:

[Trainee Relocation Policy](#)

Conditions of Service

- a) The post is covered by the Terms and Conditions of Service for Hospital Medical and Dental Staff (England and Wales) and the General Whitley Council Terms and Conditions of Service as amended in negotiation with the UHB Medical and Dental Staff Negotiating Committee.
- b) The post is nominally full time but requests for less than full time training (LTFT) would be considered. The trainee will be advised of the working pattern for the post prior to taking up appointment.
- c) Applications for annual leave must be submitted in writing at least six weeks before leave is taken. It must also be requested having first taken into account your colleagues' leave so as to enable adequate clinical cover to be maintained.
- d) The trainee will be advised of the working pattern for this post prior to taking up your appointment.
- e) At no time should the trainee work at a level exceeding their competence. All clinical staff therefore have a responsibility to inform those supervising their duties if they have any concerns regarding this or if they feel that they are not competent to perform a particular duty.

Conditions of Appointment

- a) The completion of a satisfactory health declaration questionnaire and screening is a condition of the appointment. The post holder must comply with the UK Health Department guidance on "Protecting Health Care Workers and Patients from Hepatitis B" (PSM(93)12), as implemented by the Trust.
- b) Because of the nature of the work of this post it is exempt from the provision of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are therefore not entitled to withhold information about convictions of the Act. In the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action. Any information given will be completely confidential and will be, considered only in relation to an application to which the order applies.

- c) The trainee must hold current registration with the GDC throughout the duration of this contract.
- d) The trainee is normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (e.g. in service for which you receive a separate fee or in an emergency situation outside of work) you may not be covered by the indemnity. The Health Departments, therefore, strongly advise that you maintain membership of your medical defence organisation.
- e) The Ionising Radiation (Medical Exposure) Regulations 2017 impose a legal responsibility on ULHBs for all staff that refers patients for medical radiation exposure such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.

Study Leave

Specialty Trainees will be expected to attend national and international meetings as appropriate to their stage of training, subject to the appropriate discretion of employing Consultants in Health Boards. Attendance at postgraduate courses is strongly encouraged and Specialty Trainees are expected to present papers at Unit, National and International Meetings.

A programme of modular workshops to address generic educational needs to all Specialty Trainees in all disciplines has been developed by the Postgraduate Dean. This will cover management issues, clinical effectiveness, medical education, medical law and medical ethics. All Specialty Trainees will be expected to attend their courses.

The Wales Study Leave policy is available at:

[All Wales Study Leave Policy for doctors and dentists in training](#)

Annual Leave

The post is covered by the Terms and Conditions of Service for Hospital Medical and Dental Staff (England and Wales) and the General Whitley Council Terms and Conditions of Service as amended in negotiation with the UHB Medical and Dental Staff Negotiating Committee.

Applications for annual leave must be submitted in writing at least six weeks before leave is taken. It must also be requested having first taken into account your colleagues' leave so as to enable adequate clinical cover to be maintained.

Other information

Arrangements for Visiting the Units

Visits to the departments will be encouraged only after short listing.

Shortlisted applicants are encouraged to visit participating hospitals by contacting:
Mr Keith Smart, Consultant Oral Surgeon Keith.Smart2@wales.nhs.uk
Mr Simon Jones, Consultant Oral & Maxillofacial Surgeon
Simon.Jones7@wales.nhs.uk

Or Ms Fran Yuen-Lee Frances.Yuen-Lee@wales.nhs.uk within HEIW.

Shortlisted candidates are discouraged from communicating with members of the Appointments Committee.

Further information regarding this training programme can be obtained from Mr Keith Smart, Programme Director, in Prince Charles Hospital, Merthyr:
Keith.Smart2@wales.nhs.uk