

Dental Foundation Training (DFT) Recruitment to Support Entry into Training for September 2023 entry

Postgraduate Dental Dean Presentation

June / July 2022

Dental Foundation Recruitment for 2023 entry

National Webinar / Postgraduate Dental Dean's Presentation

- This presentation is relevant to Dental Foundation Training (DFT) recruitment and post allocation for 2023/24 training.
- It applies for those applying via the DFT National Recruitment Office (NRO), for Dental Foundation posts within England, Northern Ireland and Wales.
- There is a separate process for application for Vocational Training in Scotland.

Dental Foundation Recruitment for 2023 entry

- Our hope is that this National presentation will provide reassurance to you on DFT recruitment.
- The presentation will outline details of 2023/24 Dental Foundation Recruitment for England, Northern Ireland and Wales.
- We are not able at this point of time to confirm all dates for the DFT recruitment.
- This presentation will be made available to COPDEND and the Dental School's Council.

Dental Foundation Training (DFT)

- DFT is a 12-month employment and training generally within NHS General or Personal Dental Services
- Foundation Dentists are employed by the Lead Employer and hosted at training sites in England (from 2022) & Wales (from 2021).
- There are a number of two-year schemes which combine DFT and DCT1
- Satisfactory Completion of Foundation Training (at the end of training) is the gateway to entry to the NHS Performers List in England and Wales and Health Boards in Scotland and Northern Ireland as an independent practitioner.
- The recruitment process to DFT is a competitive assessment for an employment position (job) – it is an interview for employment, not an examination.

Satisfactory Completion of DFT

You will be required to demonstrate satisfactory completion of the Dental Foundation Training programme in order to be awarded a Certificate of Satisfactory Completion

- You will be expected to complete **both** a minimum 12-months of full-time training **and** demonstrate satisfactory progress
- Your progress of competence will be formally reviewed by a panel after 5 and 10/11 months; this will be done by reviewing reports from your Educational Supervisor(s) and Training Programme Director, together with evidence from your assessments and your e-Portfolio
- You will be required to have demonstrated a broad range of the competencies, as set out in the DFT Curriculum and your training may need to be extended beyond a year if the panel decides that this is necessary

Satisfactory Completion of DFT

- Please note, the delivery of the competencies required may be impacted by Covid pandemic and Dental Foundation Training and the timelines for recruitment may be subject to change.
- Assessment of Satisfactory Completion is not an examination – it is an *in-absentia* review of supporting evidence, by a FRCP panel.
- You have the right to review and appeal a FRCP panel recommendation, if you think that its decision is incorrect.
- The quality management of DFT currently aligns to the 2016 Dental Blue Guide and relevant supplements across England, Northern Ireland and Wales. The Dental Blue Guide is currently being updated and ‘refreshed’ for use from September 2022.

Overview of the recruitment process to support 2023 entry

– the following will be covered within this presentation -

- Number of posts and applications
- Recruitment process
- Supporting candidates with a Disability
- Special Circumstances
- Which training posts are included
- Key dates for 2022 and 2023
- How to apply
- How will I be assessed
- Selection method for the recruitment
- Preferencing to schemes / practices
- Offers / allocations to schemes
- Quality Assurance
- Key Information
- Reminder of key dates
- Questions

Number of Posts and Applications for Current DFT (2022 entry)

- Number of applications: 1172
- Number assessed: 1128
- Number of places offered and accepted in 2022: **Offers released on 15th June**
- Number of DFT places currently available in England, Wales and Northern Ireland: 896

Recruitment process to support 2023 entry posts

- The aim of the process is to rank eligible applicants at interview and allocate to 12-month DFT, or Longitudinal (2-year) Joint Dental Foundation Core Training (JDFCT) schemes across England, Northern Ireland and Wales.
- The Dental Foundation Training National Recruitment Office has been required by MDRS to adapt the way we select Foundation Dentists as a result of the covid pandemic.
- Ranking will be based on assessments. These will include a Situational Judgement Test score and may include an extra element, such as a virtual interview (communication) **which will be confirmed at a later stage for 2023 DFT entry.**
- The Medical and Dental Recruitment and Selection (MDRS) Dental Subgroup is currently assessing the results of an external equality impact assessment on previous DFT recruitments. This and views from relevant stakeholders will feed into future decisions.
- There will be **no face-to-face interviews** as part of this process.

Recruitment Process for 2023 entry

- Ranking scores weighting is to be confirmed. Weighting will be either:
 - **SJT assessment (75%)** and **Additional element e.g., Virtual Comms interview station (25%)**.
 - **SJT assessment (100%)**
- Popular schemes / practices are likely to be more competitive (more applicants per place).
- Process complies with employment law requirements.

Supporting candidates with a disability – Declaration at time of Application -

- Applicants are encouraged to declare any disability on the application form, to ensure they are supported through the process.
- **A disability cannot be considered retrospectively.** The absolute deadline for this is **Friday 9th September 2022** (Application close date), after which point no adjustments will be made.
- Allowances and adjustments will be made in accordance with Health Education England policies, which can be found in Oriel.

Supporting Applicants with Special Circumstances

This applies to applicants with special circumstances who have a requirement to train in a particular location.

Eligibility Criteria:

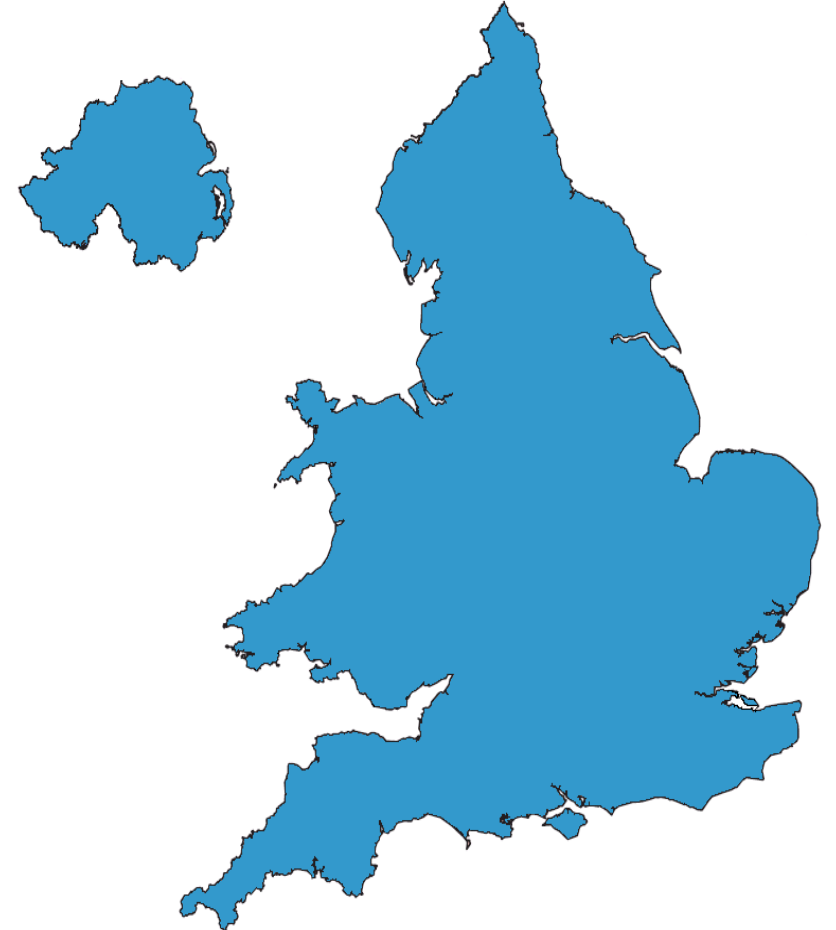
- **Criterion 1** – Applicant is the primary carer for someone who is disabled as defined by the Equality Act 2010
- **Criterion 2** – Applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement
- **Criterion 3** – Parental Responsibilities – applicant is the parent of a child under the age of 18

Which training posts are included?

- Dental Foundation posts available in England, Wales & Northern Ireland to commence in September 2023.
- Please note appointment and declaration of training practices and Educational Supervisors for 2023/24 will not be confirmed until 2023, therefore any location information given on websites is for guidance only
- **It is not recommended that you contact or visit any practices** before you have been offered a training place.
- **Scotland will recruit separately to Vocational Training.**

England, Wales and Northern Ireland - Health Education England Areas and Deaneries

- North West
- Midlands
- East of England
- South West
- Thames Valley & Wessex
- London and Kent, Surrey & Sussex
- North East
- Yorkshire and Humber
- Wales
- Northern Ireland



Key dates of recruitment

- Applications Open **Friday 12th August 2022**
- Applications Close **Friday 9th September 2022**
- Situational Judgement Test (SJT) **8th November – 16th November 2022**
- Additional Element e.g., virtual comms interview **TBC, likely November – December 2022**
- Preferencing of Schemes **TBC, May 2023**
- Initial Offers **TBC, likely June 2023**
- Final offers (upgrade deadline) **TBC, likely July 2023**

How to apply?

- Advert, application form, person specification and applicant guide will be available on the Oriel website from 12:00 on 12th August 2022 until 09:00 on 9th September 2022 **only**:

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

- All communications from the DFT National Recruitment Office will be sent via Oriel

Application Questions Guidance

Question: If you are not registered with the GDC currently, please explain why you think you will be eligible to gain full UK GDC registration by time of appointment (e.g. final year dental student)

Answer: If you are not registered with the GDC please answer 'No' to the question about GDC registration. Then explain when you expect to register in the free text box that will appear below.

Example answer 'I am currently a final year dental student and will gain GDC registration on completing my BDS'.

Question: Will you be required to undertake Dental Foundation Training as the only route to access the NHS Dental Performers List (England and Wales only)? (i.e. a graduate from a dental school in the UK)

Answer: You should answer 'Yes' if you are expecting to graduate from a UK Dental School.

Question: Date of qualification

Answer: If you have yet to attain this please confirm future approximate date (e.g. 1 June 2023)

How will I be assessed?

Ranking will be based on a Situational Judgement Test score and may include an extra element such as a virtual interview (communication) which will be confirmed at a later stage for 2023 DFT entry.

Situational Judgement Test (SJT)

- By a timed Situational Judgement Test (SJT) held at Pearson Vue centres internationally. Format - multiple choice answers in exam conditions. 105 minutes.
- Additional time can be accommodated in the SJT for applicants with certain health conditions, impairments or learning disabilities. Depending on the recommendation applicants may be approved 25%, 33% or 50% additional time.
- An additional 5 minutes will be allowed to complete an evaluation form
- **The SJT is MANDATORY and will comprise of either 100% or 75% of overall score**

Virtual Interview (if included in 2023 process – TBC)

- A single station, virtual interview focused on communication skills and will comprise of 25% of your overall score.
- There will be no face to face in person interviews for 2023/24.
- Any interview scenarios used for the comms station would be made available on Oriel before the assessment.
- **In the 2021 recruitment the virtual Interview comprised 25% of overall score**

Arrangements for sitting the SJT

- The SJT will take place **between Monday 8th November and Tuesday 16th November 2021** (subject to variation) at Pearson Vue Test centres across the UK.
- You will be able to book your centre and timeslot online. You will be emailed to your notified account and sent a message via Oriel when booking becomes available
- If you are having trouble finding a timeslot available at a Pearson Vue Test centre close to your Dental School, you should contact the London and South East Applicant Support Portal who will liaise with Pearson Vue
- Please note bookings are made on a first come first served basis so please book early to secure a convenient timeslot
- There are provisions for applicants who are shielding to sit the SJT at home. If this is relevant to you, you must apply through the reasonable adjustments process. More information will be provided in the applicant handbook which will be accessible on Oriel
- **Support portal:** <https://lasepgmdesupport.hee.nhs.uk/support/home?applicants>

What are SJTs?

- Situational Judgement Tests (SJTs) are a measurement method designed to assess judgement in work–relevant situations:
 - Present challenging situations likely to be encountered at work
 - Applicants make judgements about possible responses or actions
 - Scored against pre-determined key
- SJTs focus on assessment of professional attributes and behaviours
 - e.g., integrity, empathy, resilience, team involvement, working under pressure
- SJTs are not a test of clinical knowledge or skills
- Additional example SJT Questions ARE be available on the COPDEND website

Example SJT Ranking Question

A new patient, Louise, asks you to veneer all her front teeth. She hopes to pursue a career as a model and has been advised by a friend that veneers may help her to do this. On examination, Louise's teeth are perfectly healthy with no previous restorations and just some very mild crowding. Her teeth are a vita shade A3.

Rank in order the following actions in response to this situation (1 = Most appropriate; 5= Least appropriate):

- A. *Respect Louise's wishes & schedule an appointment for the veneers.*
- B. *Ensure Louise is aware of alternatives such as orthodontics & tooth whitening.*
- C. *Suggest a course of tooth whitening & explain the legal issues involved.*
- D. *Establish exactly what Louise does not like about her teeth.*
- E. *Offer to refer Louise to a specialist to discuss the veneers in more detail.*

Example Multiple Choice Question

A 5-year old girl comes to see you with her mother. The family are new to the practice. The child looks dirty and unkempt. On examination, the child has a very neglected mouth and 4 deciduous teeth that are rotten.

Choose the THREE most immediate appropriate actions to take in this situation:

- A. *Ask the mother what, if anything, a previous dentist has said about her daughter's teeth.*
- B. *Tell the mother that it is her responsibility to care for her daughter's teeth.*
- C. *Ask the mother what teeth hygiene routine the child practices.*
- D. *Ask the mother to make a follow-up appointment for the child.*
- E. *Try to seek more information on the family from their GP.*
- F. *Inform your trainer in the practice about your observations.*
- G. *Tell the mother about the risks associated with poor teeth hygiene.*
- H. *Inform the mother that you will need to escalate her daughter's case.*

Preferencing of Schemes

- Details of schemes will be published on Oriel
- Preferencing is usually to schemes, after offers have been accepted, each HEE Area/Deanery will contact you regarding the process for local allocation to practices, if appropriate, for 2023/24.
- Will be to scheme level in 2023
- The preferencing process will occur in May 2023.
- All applicants will be required to complete their preferences via Oriel
- Preferencing Opens: TBC likely early May
- Preferencing Closes: TBC likely late May
- You are advised to positively preference all areas in which you are willing to train. Failure to do so may result in you preferencing yourself out of the recruitment

After the Situational Judgement Test and the virtual Comms interview

- All applicant scores will be collated and nationally ranked
- Offers to a scheme are usually made in June (i.e., June 2023) according to ranking and preference.
- It is important that applicants understand that there may be impact on this process from the covid pandemic.
- **Applicants will be given 48 hours to accept or decline a post**
- Upgrading will be available for around one week after initial offers which means that should a higher ranked preference become available before then, you may be offered this. Once the upgrade deadline has passed, no more upgrades will occur.
- Offer of a post will be according to ranking and preferences and will be subject to:
 - BDS or equivalent
 - Full GDC registration and eligibility for NHS Performers List entry by date of commencement of post.

Offers and Allocation to Scheme

- Allocation at this stage is to scheme only, although NRO may need to consider sub-preferencing to practices, as a covid mitigation (happened in 2021).
- Matching to individual practices usually occurs in local HEE Office / Deanery later in the year once trainer recruitment has been completed, if allocation to schemes is possible.
- Each HEE Office / Deanery or the NRO will publish information regarding local allocation to practices in 2023, once all their trainers have been appointed, where relevant.
- Provisional allocation to scheme will take place from June 2023 / July 2023, but is subject to change due to service configuration, trainer availability and impact from covid on undergraduate training (e.g., delayed graduation).

Offers and Allocation to Scheme

- UK dental school applicants will be given priority for a DFT place as they are not able to access the NHS Performers List otherwise.
- All Applicants will be informed by the end of January 2023 if they are deemed appointable or not appointable for DFT in the coming year.
- If deemed appointable, please note that this does not guarantee you a DFT post.

Quality Assurance

- DFT Recruitment is a quality assured process
- The SJT process has been subjected to a full Equality Impact Assessment
- If the virtual interview is included in the 2023 process it will include Lay representation
- The national QA panel will review the SJT and other assessment element (TBC) scores and rankings before offers are made to ensure fairness and consistency
- The national QA process will include a Lay Representative appointed by HEE
- A review of the DFT Recruitment process will be carried out at the end of the process and lessons learned identified and communicated to the MDRS Dental Subgroup which includes external stakeholder representation
- National Recruitment Office (NRO) will seek feedback from all applicants

Key Information

- Oriel is the recruitment system through which you need to apply to Dental Foundation Training (DFT) – **simply registering on the system does not mean that you have made an application to DFT.**
- Read the DFT Applicant Guide and Oriel Applicant Guide in full.
- Give yourself enough time to apply before the closing date and time – **late applications will not be accepted.**
- Do provide **all data requested on the application form and declare any fitness to practise issues or disabilities where relevant by the required deadlines**
- Do positively rank all schemes/practices for which you are eligible, to maximise your chances of success.
- Do accept or reject an offer of a scheme/practice as soon as you receive it.

Updates

- Due to some of the uncertainties, the DFT NRO will send regular updates via email to ensure that applicants are aware of timelines as decisions are made.
- Some email providers filter into junk mail box – please check your junk mail regularly.
- Applicants will receive emails via Oriel 2 and notifications to the email address used to register their Oriel 2 account.

Reminder of Key Dates

- Applications Open: Friday 12th August 2022
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- Additional element e.g. Virtual Communication Interview - TBC
- Preferencing of schemes / practices: TBC likely May 2023
- Initial offers: TBC June 2023

Advert, Application Form, Person Specification and Applicant Guide will be available on the Oriel website from 12th August 2022:

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

It is the applicant's responsibility to regularly check their e-mails and the Oriel website within the published timeframes.

Advice

- HEE, HEIW and NIMDTA do not run or endorse any paid interview preparation courses.
- Example questions are given within the DFT Applicant Guide along with in depth information on the whole recruitment process
- Please read the Guide thoroughly before you submit your application
- The Applicant Guide will be published on our website and link to the guide will be available from the vacancy in Oriel from 12th August 2022
- If you have further questions once you have read the Applicant Guide. Please refer them to the National Recruitment Office by submitting a query through their Applicant Support Portal:

<https://lasepgmdesupport.hee.nhs.uk/support/home?applicants>

- **Please do not send queries about DFT NRO to COPDEND or Local Postgraduate Dental Deans**

Education Transition Document (ETD)

- The ETD was introduced in 2021. It was jointly developed by Dental Schools Council (DSC), Committee of Postgraduate Dental Deans (COPDEND) and GDC. The goal of ETD is to support early learners, dental schools, educational supervisors (ES) and GDC.
- UK Y5 dental students will complete ETD (part A), self declaring Competency Outcome Judgements (COJs) before leaving dental school. The school completes ETD (part B) from their assessments and discusses with each student.
- The learner passes on their ETD to their Educator Supervisor (ES) at commencement of DFT.

Education Transition Document (ETD)

- The ES provides feedback on the ETD at 8-10 weeks into training.
- Three additional questions have been added in the 2022 ETD on: health and wellbeing, individual circumstances and adjustments, relevant to FD employment.
- The ES data will be collated by COPDEND and passed to DSC, GDC and individual offices.
- It is hoped that FDs will support this process and **allow feedback to be shared by COPDEND to individual schools on an individual basis.**

Questions?