



Orthodontic Training Programme

Job Description

Post Details

Office:	Wales (HEIW)
Job Title:	Specialty Registrar (StR) in Orthodontics
Person Specification:	See: Orthodontics (ST1) Dental Education Hub (hee.nhs.uk)
Hours of work & nature of Contract:	40 hours Full Time
Main training site:	University Dental Hospital, Cardiff
Other training site(s):	Prince Charles Hospital, Merthyr Tydfil

Organisational Arrangements

Training Programme Director (TPD):	Mrs Sheelagh Rogers
TPD contact details:	Email: RogersS2@cardiff.ac.uk Sheelagh.rogers@wales.nhs.uk Tel: 029 20744511

Training Details

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, HEIW with advice sought from the Specialist Advisory Committee in Orthodontics. 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.

Successful candidates will have a number of options for satisfying the research and evidence-based practice component of their specialist training. These opportunities include:

- MScD Orthodontic degree through Cardiff University ([MScD](#)) ([full time](#)) ([3 years](#)) - [Study - Cardiff](#)
- Acceptance of a first author research paper for publication in a peer reviewed Pub-Med listed journal
- Masters by Research degree (not currently available at Cardiff University)
- Acceptance of a first author Quality Improvement Project for publication in a peer reviewed Pub-Med listed journal
- Acceptance of a first author protocol of relevance to Orthodontics for publication in a peer reviewed Pub-Med listed journal

These research opportunities can be discussed with the successful applicant prior to commencing the post.

The Programme Director is Mrs Sheelagh Rogers, Consultant Orthodontist at the University Dental Hospital of Wales. The programme is overseen by the Specialty Training Committee in Orthodontics. The Dental Hospital has a nominated training supervisor.

In this post, two days per week are spent in the District General Hospital: Prince Charles Hospital, Merthyr Tydfil.

Duties and Responsibilities of postholder

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 2021: ([Dental Gold Guide 2021 - COPDEND](#)) and through regular meetings with their educational supervisor.

Research

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Quality Improvement Programmes (Clinical Governance and Audit)

Trainees will be expected to participate in organised quality improvement projects including clinical governance and audit programmes. Meetings are regularly scheduled throughout training and the trainee will be expected to participate. Activity is supported and appropriate training will be provided.

Administration

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

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

University Dental Hospital (UDH)

The University Dental Hospital and School is situated in Cardiff just off the A48 on the site of the main Wales College of Medicine campus. The Department has an 11-chair clinic and fully equipped dental laboratory

The Department runs a Consultant led Orthodontic service for Cardiff and Vale area. The department benefits from close surgical, paediatric and restorative MDT care, providing an ideal setting for the development of integrated and contemporary Orthodontics.

Cardiff University is also recognized as a teaching center of excellence in a wide range of clinical services.

Regular Audit meetings are held and the Speciality Trainee is expected to play an active role in preparation and presentation of audit and Quality Improvement projects. The Specialty Trainee will also participate in the Department Journal Club and didactic teaching sessions.

Staffing

Dr Caryl Wilson-Nagrani	Senior Lecturer and Honorary Consultant
Mrs Sheelagh Rogers	Consultant and Honorary Senior Lecturer
Dr Andra Liepa	Consultant and Honorary Senior Lecturer
Mr Graham Oliver	Consultant and Honorary Senior Lecturer
Dr Jennifer Galloway	Senior Lecturer and Honorary Consultant

Description of second training site

Prince Charles Hospital (PCH)

Ms Nasreen Yaqoob	Consultant in Orthodontics
Ms Elizabeth Crawford	Consultant in Orthodontics

Prince Charles Hospital is situated in Merthyr Tydfil and is one of the District General Hospitals of Cwm Taf Morgannwg University Health Board serving the population of Merthyr Tydfil and Rhondda Cynon Taf. The Maxillo-facial Department is an integrated Department of Orthodontics, Oral Surgery, Maxillo-Facial Surgery and Restorative Dentistry. It is equipped with eight modern surgeries with three dedicated to Orthodontics and five other surgeries. The Dental Postgraduate Department of Central Wales is attached to the Maxillo-Facial Department. Specialty Trainees have access to the intra-oral scanners, Dolphin computer imaging and cephalometric software package.

The Division is staffed by two Consultant Orthodontists: Ms Nasreen Yaqoob and Ms Elizabeth Crawford. Two Specialty Trainees attend the unit for clinical training for two days each per week. Other members of Orthodontic staff include a Clinical Assistant. There are also four Consultants in Maxillo-facial Surgery, two Consultants in Oral Surgery and one Consultant in Restorative Dentistry in the Department. Specialty trainees have the opportunity to attend Multi-disciplinary clinics.

The Area Dental Laboratory is also on the Prince Charles Hospital site.

Staff involved in training:

Name	Job Title	Site	Role
Ms Nasreen Yaqoob	Consultant in Orthodontics	PCH	Lead in Orthodontics Educational Supervisor Clinical Supervisor
Ms Elizabeth Crawford	Consultant in Orthodontics	PCH	Clinical Supervisor
Dr Caryl Wilson-Nagrani	Senior Lecturer/ Honorary Consultant	UDH	Undergraduate Lead Educational Supervisor Clinical Supervisor
Mrs Sheelagh Rogers	Consultant / Honorary Senior Lecturer	UDH	Training Programme Director Departmental Clinical Lead Educational Supervisor Clinical Supervisor
Dr Andra Liepa	Consultant/ Honorary Senior Lecturer	UDH	Audit Lead Educational Supervisor Clinical Supervisor

Dr Graham Oliver	Consultant in Orthodontics	UDH	Educational Supervisor Clinical Supervisor
Dr Jennifer Galloway	Senior Lecturer/Honorary Consultant	UDH	Educational Supervisor Clinical Supervisor Director of Recruitment and Admissions - Cardiff University

Indicative timetable (details are subject to change)

Week 1

	Mon	Tue	Wed	Thu	Fri
AM	UDH Treatment session	PCH New Patient clinic 1/2	PCH Treatment Session MDT Clinic 1/4	UDH Lab block/Admin	Research
PM	UDH Treatment session	PCH Review Clinic 1/2	PCH Treatment Session	Research	UDH Teaching

Week 2

	Mon	Tue	Wed	Thu	Fri
AM	UDH Treatment session	PCH Treatment Session	PCH Treatment Session	UDH Lab block/Admin	Research
PM	UDH Treatment session	PCH Treatment Session	PCH Treatment Session	Research	UDH Teaching

*Once lab block complete Admin

NB: News and review clinics rotate on a 1in 2 basis. Attendance on MDT Clinics dentoalveolar/orthognathic/restorative will be scheduled.

Terms and Conditions

The salary scale is available at:

[Pay & Conditions - NHS Wales](#)

The Relocation Policy is available at:

[All Wales Relocation - NHS Wales Shared Services Partnership](#)

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) 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 the hosting Health Board, training programme director and HEIW. Attendance at postgraduate courses is strongly encouraged and Specialty Trainees are expected to present papers at Unit, National and International Meetings.

The Wales Study Leave policy is available at:

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

Other Information

Further information can be obtained from Mrs Sheelagh Rogers, Training Programme Director at the following address:

Department of Orthodontics
Applied Clinical Research and Public Health
Dental School, Heath Park, Cardiff. CF14 4XY

Tel: 029 20744511

Email: RogersS2@cardiff.ac.uk