

IN PRACTICE MENTOR PERSON SPECIFICATIONS

Essential	Desirable	Evidenced by
Eligibility		
Full inclusion on the relevant Performers List of NHS Wales	No conditions or investigations on-going	Performer List Number NHS Wales Local Health Board reference
Fully registered with the GDC	No conditions on registration	Up to date certificate of registration
Relevant degree BDS/BChD or equivalent relevant professional qualification		Directorate will check against GDC website
Current professional Indemnity		Copy of current certificate
Contract holder agreement to supply required staff, facilities and resources		Signed letter of commitment from contract holder
In Practice Mentor to be present in the practice at the same time as the PLVE applicant for a minimum of three days per week (or, in the case of joint In Practice Mentor for a minimum of three days a week in the same practice in the aggregate) Named clinical supervisor identified for all sessions where mentor is not present.	In Practice mentor present full time	Completed timetable in application form and verified at practice visit
NHS Commitment HEIW will normally require a personal UDA minimum commitment of 1000 UDAs for an individual In Practice Mentor (personally delivered), balanced distribution for joint trainers (400 UDAs minimum or 150 hours over six months working for an NHS body), to be verified at the	Personal commitment is no more than 6000 UDAs	NHS Dental Services Year End Statement to March For NHS pilot practices: a report from the practice software showing the In Practice Mentor

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<p>practice visit. All applicants will be required to show evidence of their continuing commitment during the year of appointment and training.</p> <p>Personal commitment is no more than 8000 UDAs based on 10 clinical sessions per week</p>		<p>applicant providing 150 hours or more treatment of NHS patients in the six months immediately preceding application</p>

Experience

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<p>Minimum four years post full GDC registration at 1 September in the year of commencement of the post, in a general practice environment, delivering NHS dentistry for that period.</p> <p>Currently working on a GDS, PDS or CDS contract arrangement or in an NHS pilot practice/prototype</p>	<p>A practitioner who can evidence additional relevant skills that will enhance the training experience i.e. Involved in undergraduate / postgraduate teaching. Have direct line management responsibilities</p>	<p>Application Form and GDC website</p>
<p>Experience in training, managing or directing others</p> <p>In Practice Mentor is involved in practice management such as training of other dental professionals, supervising staff</p>	<p>Detailed knowledge of the appropriate systems within the practice to ensure the following are in place -PDPs, appraisals and performance management for staff, setting objectives,</p>	<p>Application Form and interview</p>



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	running formal training sessions.	
Skills and Qualifications		
Ability to be a dental educator Completed or enrolled on a HEIW certificated teaching and learning course specific to Dental Foundation Training / In Practice Training or other similar course approved by the HEIW	Certificated mentor or coach Relevant educational qualifications	Copies of all certificates as requested on the application form – professional, academic and for training programmes attended by the applicant relating to In Practice Mentor requirement. Interview
Compliant with GDC enhanced CPD requirements		Certificates
Up to date Personal Development Plan covering previous and current year		PDP submission as part of application form
Participation in CAPRO approved clinical audit and peer review within the last three years or QI project	Bronze level IQT	Evidenced at practice visit and/or certificate
Equality and Diversity training completed within the last three years		Certificate
Bullying and Harassment procedures training completed within the last three years		Certificate
Information Governance training completed		Certificate