POSTGRADUATE MEDICAL AND DENTAL EDUCATION

TRAINING DESCRIPTION and PERSON SPECIFICATION

SPECIALTY REGISTRAR IN ORAL MEDICINE:
WEST MIDLANDS DEANERY

Training placements to be based in the Birmingham Dental Hospital and University of Birmingham School of Dentistry / University Hospital Trust Birmingham

Summary
This is a non-resident specialty registrar (StR) placement in Oral Medicine based in Birmingham Community Healthcare NHS Trust.

The training programme has been approved by the Postgraduate Dental Dean with advice from the Specialist Advisory Committee for the Additional Dental Specialties [SACADS].

The training content will reflect the Oral Medicine competencies as laid down by the General Dental Council and the standards of training set out in the current Dental Gold Guide.

In addition to routine Oral Medicine Clinics at Birmingham Dental Hospital, the programme provides for the StR to spend time in those medical and dental specialties relevant to the practice of Oral Medicine. These are detailed in the Work Programme [page 6]. The StR may be seconded to other approved NHS Trusts to broaden experience and fulfill specific educational requirements. Placements of an individual trainee will be dependent upon an assessment of the trainee's previous experience and future training needs and will be planned to ensure that a trainee gains the widest possible experience.

Appointment Detail
Title: Specialty Registrar Oral Medicine

Grade: As above.

Educational Approval: The training programme and these placements have educational approval from the Regional Postgraduate Dental Dean.

Staffing Approval: The placements have staffing approval from the Regional Postgraduate Dental Dean.

Work-Base: The post is based at Birmingham Dental Hospital.

Host Organisation: Birmingham Community Health Care Trust
Training
Director: John Hamburger

Trainer: Andrea Richards

Educational Content: As defined by the General Dental Council Curriculum for Specialty Training in Oral Medicine.
Outline Description of the Training Programme

Entry requirements

Candidates for the post are required to hold registration with the General Dental Council, and either hold by examination, the Fellowship in Dental Surgery or MJDF of one of the Royal Colleges or submit a portfolio showing equivalence in each domain and competency in the curriculum for foundation training with the application form. Possession of a higher qualification in Oral Medicine would be advantageous and wide experience in dentistry is desirable. (Please see the person specification for details).

Duration of the training programme

The training programme will take the equivalent of five years on a full-time basis. Allowance for previous relevant training/experience may be made. The extent of any such allowance is a matter for the Deanery who may take advice from the SAC. Typically 2 years allowance is made for those in possession of a registerable medical degree and between 6-12 months allowance for those who have successfully completed a whole time equivalent taught clinical programme (eg Masters or Professional Doctorate), as per the GDC Specialty Training Curriculum for Oral Medicine (July 2010).

Skills to be developed by the training programme

The detailed training programme will ensure that, at completion, the trainee has the skills, experience, and knowledge to enable him or her to obtain and to fulfill the responsibilities of a consultant post in Oral Medicine.

In order to achieve this objective, the training programme will provide the experience and the educational support to ensure that the StR has developed an appropriate level of knowledge and skill in the those areas set out in the Specialty Training Curriculum For Oral Medicine, July 2010:

Content of the training programme

The training programme will commence with a period of induction and orientation; during which time the extent and depth of existing relevant knowledge and experience of the trainee will be identified through joint discussion between trainers and trainee in order to tailor the content of the training programme to the needs of the individual.

The trainee will then undertake a variety of activities relevant to his or her training needs and appropriate to the work of the training organisations. These will be undertaken with a degree of supervision appropriate to the learning status of the trainee, within the general approach that supervision will be more direct in the early stages of the training programme and diminish as the trainee develops.
**Supervision of training** [from the GDC Specialty Training curriculum in Oral Medicine July 2010]

In addition to day to day supervision, the trainee will meet with their Training Programme Director on a regular basis (at least four times per year). At the first meeting the educational objectives for the year will be agreed. Subsequent meetings will review progress and will be based on the supervisor’s observations of the trainee’s performance, feedback from the other supervisors and formal assessment results from Case based Discussions, mini-CEX, DOPS and MSF (or equivalent) where appropriate.

Towards the end of each year a formal summative assessment will take place. This will provide a structured assessment of the trainee’s progress, based on evidence collated from the assessment methods as above. These competency based assessments will inform the ARCP process. The local Specialist Training Committee will meet each year to assess each trainee’s progress. This will include review of the documentation related to the trainee and an interview with the trainee. Feedback to the trainee will be given, and further feedback can be arranged with the educational supervisor or programme director if required.

The educational supervisor, when meeting with the trainee, will discuss issues of clinical governance, risk management and the report of any untoward clinical incidents involving the trainee.

The educational supervisor is part of the clinical specialty team thus if the clinical directorate (clinical director) have any concerns about the performance of the trainee, or there were issues of health care team or patient safety, these would be discussed with the educational supervisor. This would not detract from the statutory duty of the Trust to deliver effective clinical governance through its management systems.

The outcome of an annual review of competence progression [ARCP] will be made available by the Postgraduate Dean to SACADS via an annual trainee report.

In addition, progress in training and the operation of the training programme will be subject to regular reporting by the Training Programme Director in Oral Medicine to the Postgraduate Dean via regular meetings of the Dental Training Programme Directors.

**Profile of Birmingham Dental Hospital and The Department of Oral Medicine**

Birmingham is a thriving city with a population approaching one million, and is located within the West Midlands, a region with a population of almost 5.5million. The city has excellent road and rail links and its airport is currently the fastest growing in the country. A host of social, cultural and sporting activities and entertainment are readily available within easy travelling distance. The International Convention Centre is the largest in Europe and includes a concert hall for the City of Birmingham Symphony Orchestra. Nearby are the National Indoor Arena, Town Hall, Museum and Art Gallery and the City Library, currently being rebuilt, and itself one of the largest in Europe. There are three professional theatres in the city and Stratford-upon-Avon is only 30 miles distance. On the outskirts of the city is the National Exhibition Centre which, besides being the regular home of many large national and international exhibitions, is also the venue for an increasing number of sports and entertainment events of note.

The Dental Hospital shares a purpose built facility in the centre of the City with the University of Birmingham School of Dentistry and is adjacent to Birmingham Children’s Hospital.
Dental Hospital provides an out patient and day case service with approximately 130,000 patient attendances per annum, of which some 20,000 are new patient registrations.

All the dental specialties are represented within the building by consultant clinics and University teaching Departments. Excellent liaison exists with clinical and laboratory departments within local Hospitals and a comprehensive range of investigative and reporting services is available to the site.

The Dental Hospital is a Clinical Directorate constituting one of the specialist services of Birmingham Community Healthcare NHS Trust.

The Oral Medicine Unit

The Oral Medicine clinics at Birmingham comprise service and undergraduate teaching clinics. They enjoy a high patient throughput [approximately 5000 patients per year] commensurate with the large local population of the West Midlands conurbation [5.5 million]. The casemix is very varied and reflects the diverse ethnicity of the local community Patients are referred from all levels of clinical care, with tertiary referrals constituting 25% of the total.

The clinical facilities are well supported by laboratory backup and learning resources. Robust collaborative links with other departments ensure excellent learning opportunities and broad and diverse clinical experience for the StR. In addition there are fortnightly liaison psychiatry clinics, monthly multidisciplinary Sjogren’s Syndrome clinics and 3 monthly Behcet’s Disease clinics. A paediatric Oral Medicine Clinic is held once every 3 months at the Birmingham Children’s Hospital, located adjacent to the Dental Hospital.

The specialty trainee will be expected to participate in all of these activities.

The training programme director is an academic and therefore the clinic has access to all the resources of the University of Birmingham.

The Oral Medicine unit enjoys close links with a variety of medical specialties, including in particular dermatology, haematology, rheumatology, ophthalmology and the haemopoietic stem cell transplant unit, thereby facilitating appropriate medical attachments to assure achievement of the relevant medical competencies for the practice of Oral Medicine.

Additionally the Oral Medicine Unit has an excellent relationship with Oral and Maxillofacial Surgery at University Hospital Trust and our Rapid Access facility ensures that patients with oral malignancies are fast tracked to Oral Oncology for definitive treatment.

Birmingham Oral Medicine Clinic – Staff Establishment

1 WTE Senior Lecturer/Honorary Consultant
1 WTE Consultant / Honorary Senior Lecturer
1 WTE Specialty Dentist
0.3WTE Associate Specialist
0.1 WTE SpR in Oral Surgery
0.5 WTE SHO’s

Support staff, including dedicated nurses, secretarial staff and a clinic clerk.

Facilities Available to the Specialty Registrar
The trainee's main base will be the Birmingham Dental Hospital. The trainee will have office facilities, including secretarial support, networked personal computing and library facilities on site. Additionally they will have access to the facilities of the University of Birmingham School of Dentistry, Unit of Oral Medicine. An Honorary University contract will be requested for the trainee, thereby allowing access to appropriate university resources.

**Work Programme**

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<th>Activity</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>OMC/ Rapid access</td>
<td>OMC</td>
<td>OMC</td>
<td>OMC/T</td>
<td>Specialty clinic</td>
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<td>JH</td>
<td>AR</td>
<td>JH/AR</td>
<td>Various</td>
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<thead>
<tr>
<th>Activity</th>
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<th>Specialty clinic/ Audit</th>
<th>OMC/ liaison psychiatry</th>
<th>OMC</th>
<th>Admin</th>
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<tbody>
<tr>
<td>Consultant Supervisor</td>
<td>Various</td>
<td>JH/Consultant Psychiatrist</td>
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OMC – Oral medicine clinic
T – Teaching clinic

Sessions will be subject to change during the rotation, dependent on the scheduling of specialty clinics – It is envisaged that the trainee will have 2 specialty clinics scheduled each week for approximately 6 months per specialty, dependent on the training needs of the trainee.

These attachments will include:
- Rheumatology
- Dermatology
- Haematology, including the haemopoeitic stem cell unit
- Gastroenterology
- Neurology
- Pain clinics
- Facial pain and temporomandibular joint clinics
- Ophthalmology
- Genito-urinary medicine
- Liaison psychiatry service
- Oral and maxillofacial surgery, with emphasis on oral oncology
- Special care dentistry

In addition, the trainee will also attend the Behcet’s, Sjogren’s and Paediatric Oral Medicine multidisciplinary clinics as well as the Oral Medicine liaison psychiatry clinic.

**Audit Arrangements**
The trainee and consultant trainers will participate in formal audit arrangements established for the specialty,

**Period Of Notice**

1/3/2011
The post is subject to a minimum period of notice on either side of three months. Progress in the post will be subject to regular review.

**Travelling**
Travelling will be required for some placements Mileages will be calculated from the designated main base for the purpose of reimbursement of traveling expenses.

**Study Leave**
Study leave will be granted within recommended levels for agreed relevant courses and Conferences subject to the prior formal approval of the Trust in each case.

**Removal Expenses**
One amount of removal expenses may be paid to a successful candidate in accordance with the prevailing Terms and Conditions relating to specialist trainees.

**Availability Of Post**
This post is available from March 2011.

**Main Conditions of Service**
1. The post is Subject to the Terms and Conditions of Service for Hospital Medical and Dental Staff (England and Wales) as amended from time to time.

2. There is no commitment to Saturday clinical sessions at present but the Specialty Registrar would be expected to be flexible with regard to working hours.

3. The salary will be paid in accordance with the national payscale for Specialty Registrars.

4. There is no residential accommodation and no requirement to be resident.

5. An appropriate Honorary contract with the University of Birmingham will be sought, dependent on the appropriate qualifications of the trainee.

6. Full registration with the General Dental Council is mandatory. Possession of a Fellowship in Dental Surgery, Membership of the Faculty of Dental Surgery or equivalent is considered desirable.

**Conditions of Appointment**
1. **Confidentiality**
Your attention is drawn to the confidential nature of information collected within the National Health Service.
The unauthorised use or disclosure of patient or other personal information is regarded as gross misconduct and will be subject to the Trust's Disciplinary Procedure and in the case of computerised information could result in a prosecution for an offence or action for civil damages under the Data Protection Act 1984.

2. **Investors in People**
All employees have a responsibility to participate in regular appraisal with their manager and to identify performance standards of the post. As part of the appraisal process, every employee is responsible participating in identifying their own training and development needs to meet those performance standards.

3. **Health and Safety at Work**
Attention is drawn to the responsibility of all employees to take responsibility for the health and safety of themselves and other people who may be affected by their activities.
4. **Medical Screening**
All employment within the Trust is subject to satisfactory health screening by the Occupational Health Department.

5. **Superannuation**
Any member of staff working at least half time aged 16 or over is entitled to join the NHS superannuation Scheme. From 6 April, 1988 members of staff are entitled to make their own personal arrangements and are not obliged to join the NHS scheme. However, unless a Form SD502 (available from Personnel) is completed and returned Superannuation will automatically be deducted from the salary.

6. **Equal Opportunities**
Birmingham Community Healthcare NHS Trust is committed to Equal Opportunities in employment and has obtained the Investors in People Award.

7. **Smoke Free Environment Policy**
The Trust operates a Smoke Free Environment Policy in all its establishments. Staff are not allowed to smoke on the premises.

**Visiting Prior to Appointment**

Candidates wishing to discuss the post or to visit are invited to contact the Training Programme Director:

Mr John Hamburger

Telephone: 0121 237 2882

email: [j.hamburger@bham.ac.uk](mailto:j.hamburger@bham.ac.uk)

February 2011