



Dumfries & Galloway

Consultant in Orthodontics

Candidate Information Pack



Welcome

Dear Candidate,

Thank you for taking the time to read more about who we are and the opportunity we have on offer to join our team.

NHS Dumfries and Galloway is one of 14 territorial Health Boards in Scotland covering the region of South West Scotland.



*Ken Donaldson,
Medical Director,
NHS Dumfries & Galloway*

Our District hospital and Mental Health hospital are based in Dumfries with our smaller community hospital with some acute services based in Stranraer. In addition to this we have several smaller cottage hospitals.

The District hospital (DGRI) has been purpose built to suit the needs of the staff and patients and is one of the only NHS hospitals in the UK to have all single en-suite rooms which has seen an increase in recovery time.

One question I often get asked is, why would a medic choose to come to a small district hospital or our small community hospital?

My top three answers to that would be:

- The teams are smaller which gives you more of a sense of community within the workplace, where you are known by name and supported more in your role.
- We have heavily invested in front line equipment and technology meaning enjoyable as you can get on and do the job you love.
- We have a strong nursing and advanced practitioner workforce to help support us with excellent twice daily huddles in the acute setting to problem solve.

Our medical community across the Health Board have opportunities to develop their skills as we are committed to supporting CPD and development of new skills. We have created a culture of shared learning and best practice with weekly lunch time Journal clubs and educational talks led by our own staff or guest speakers. Our education centre is one of the centres to be fully kitted out and include a clinical skills and observation /control room.

One of the key achievements and something we do well at D&G is the introduction of new models of workforce to make a sustainable future for our community. Recently we have introduced the new SCOTGEM rural medicine programme which has attracted a new talent of medical students to the area as well introducing a Clinical Development Fellows programme where we have added an additional 20+ staff giving additional support at lower to middle grades.

Whatever your specialty we hope that you will take the time to come and visit us and see for yourself why working at D&G is the right choice for you.

Kind regards,

Ken

The Opportunity

1. Job Identification

Job Title	Consultant in Orthodontics
Salary	£84,984 - £112,925 (pro rata)
Hours	Full Time 40 hours per week
Contract Type	Permanent
Department	Orthodontics
Reporting to	Callum Ambridge, Deputy General Manager
Base	Glasgow Dental Hospital / Dumfries & Galloway Royal Infirmary

JOB PACK PENDING EXTERNAL ADVISOR APPROVAL

Contact Details

We welcome informal contact from prospective candidates who wish to better understand the role, please contact:

Mr Philip Benington,
Lead Clinician in
Orthodontics

Glasgow Dental
Hospital and School
378 Sauchihall Street
Glasgow
G2 3JZ

Tel: 0141 211
9663/9683/9873

Dr Lee Savarrio,
Clinical Director,
Consultant in
Restorative Dentistry

Glasgow Dental
Hospital and School,
378 Sauchiehall Street
Glasgow
G2 3JZ

Tel: 0141 211 9686

Mr Callum Ambridge,
Deputy General Manager

Dumfries and Galloway Royal
Infirmary
Cargenbridge
Dumfries
DG2 8RX

Tel: 01387 244364
Callum.Ambridge2@nhs.scot

Job Description

JOB PURPOSE

Applicants are invited to apply for the post of Consultant in Orthodontics working 10 sessions per week. This is a shared post based at the Glasgow Dental Hospital but its primary role is provision of Consultant led Hospital based Orthodontic services to Dumfries and Galloway.

The Consultant will provide a diagnostic and advisory service to patients referred to the Department of Orthodontics in the Glasgow Dental Hospital and to the Area Orthodontic Department based at DGRI. This post will be mainly focused on the interdisciplinary management of Dentofacial/Craniofacial as well as Hypodontia patients. Currently this post includes attendance at a multidisciplinary Orthognathic/Craniofacial clinic each week on a Monday afternoon.

The postholder will share with Consultant colleagues' responsibility for the correct functioning of the Department. The Consultant will contribute to the professional supervision and management of the Training Grade staff.

An MCN in Orthodontics has been established in Dumfries and Galloway which includes the Associate Specialist in Orthodontics working from DGRI and GCH in the West, 2 Specialist Practices located in Dumfries and a Specialist Practice located in Ayr. It is anticipated that the Consultant would take on-board the role of Clinical Lead of the MCN.

The Consultant led Hospital Orthodontic Service is a Region wide service with its main base at Dumfries and Galloway Royal Infirmary and a peripheral clinic at the Galloway Community Hospital, Stranraer.

THE DEPARTMENT

Departments of Orthodontics and Oral and Maxillofacial Surgery

Orthodontics and OMFS work very closely together and share Out-patient support staff and accommodation.

Staff – Orthodontics

- 1 WTE Consultant in Orthodontics shared between NHS D&G and NHS GG&C (this post)
- At present limited Consultant services are being provided by locum Consultants attending weekend clinics.
- 0.6 WTE Specialty Doctor in Orthodontics, Mr Philip Taylor
- 0.5 WTE Core Trainee CT1
- 0.5 WTE Core Trainee CT2

Staff – OMFS

- 1 WTE Consultant in Oral and Maxillofacial Surgery (working between QEUH & DGRI), Mr Andrew Gardner

- 1 WTE Associate Specialist in Oral and Maxillofacial Surgery, Mr Gary Bell
- 0.5 WTE Core Trainee CT1
- 0.5 WTE Core Trainee CT2

The CT1 and CT2 weekly timetables are split between Orthodontics and OMFS

The CT2 placement is for twelve months. The CT1 placement is for 6 months but rotates with a CT1 placed for 6 months with the Public Dental Services based at the Dumfries Dental Centre

Staff – Nursing and Secretarial/Administrative

- 1 Full-time Senior Orthodontic Nurse holding Orthodontic Nursing Certificate
- 3 Part-time registered Dental Nurses all experienced in Orthodontic Nursing
- 1 Full-time Orthodontic/OMFS Secretary/Co-ordinator

Technical services

Routine and less complex services are out-sourced to commercial laboratories. Technical support for orthognathic cases are provided by Orthodontic and OMFS Technical Services based at the Queen Elizabeth University Hospital and at GDH.

IT

All Clinic rooms and offices have terminals through which PACS and electronic patient information via Clinical Portal is accessible.

Clinical photography

A Nikon DSLR with macro lens and close-up flash units providing TTL flash metering is available for all clinicians to use. A database of clinical photographs is maintained by one of the Dental Nurses.

DGRI Education Centre

Dumfries and Galloway Royal Infirmary is the recognised Post-Graduate Medical Centre for south-west Scotland. The Education Centre is located within the DGRI with state of the art facilities enabling us to deliver using a range of teaching methods, and providing videoconferencing facilities.

Dumfries and Galloway Royal Infirmary welcomes students from Glasgow (Departments of Medicine, Surgery, Trauma and Orthopaedics), Edinburgh (Departments of Geriatrics, Psychiatry, Paediatrics and Obstetrics), and Dundee (Department of Psychiatry).

Glasgow Dental Hospital and School

Glasgow Dental Hospital and School is situated in the centre of Glasgow. It is part of the Oral Health Directorate structure and is the main referral centre for specialist dental advice and treatment within the

NHS Greater Glasgow and Clyde Health Board area. It also fulfils a similar role for surrounding Health Boards and serves a population of up to 3,000,000 people.

The total number of chairs within the Hospital and School is approximately 139. In addition there is an adjoining Postgraduate Centre and the Royal College of Physicians and Surgeons of Glasgow is a 10 minute walk away. There are strong links with the University of Glasgow and other hospitals in the region and there is an excellent library with online literature search facilities.

Glasgow Dental Hospital and School comprises the following clinical departments:

- Restorative Dentistry
 - Fixed and removable prosthodontics
 - Endodontics
 - Periodontology
- Oral Surgery
- Oral Medicine
- Paediatric Dentistry
- Orthodontics
- Dental Radiology

All departments hold regular Clinical Governance and Audit meetings. The Dental Staff Association meets regularly up to four times a year.

The Dental School delivers a modern, integrated Bachelor of Dental Surgery (BDS) programme over five years to an undergraduate population of approximately 500 students. The course has been very highly ranked in league tables in recent years.

Taught postgraduate programmes are offered in Endodontics, Oral and Maxillofacial Surgery and Orthodontics.

Post graduate research opportunities are provided, within the two main research themes within the University of Glasgow Dental School: Oral Sciences and Community Oral Health.

(<http://www.gla.ac.uk/schools/dental/research/>).

Orthodontic Department

A full range of complex orthodontic treatment is provided including orthodontic treatment involved in Orthognathic Surgery, Cleft Lip and Palate, Craniofacial Syndromes, Hypodontia, joint Paediatric Cases and joint Restorative cases. The Orthodontic Department at the Glasgow Dental Hospital and School receives new patient referrals from GDP's, specialist orthodontic practitioners and from Hospital Orthodontic Departments of adjacent Health Boards. It acts as a secondary and tertiary orthodontic referral centre being the regional centre for Cleft care and the treatment of Craniofacial syndromes. The department is situated on level 5 in a recently refurbished clinic with 21 modern dental chairs

and 5 side surgeries. This clinic is shared with the Department of Paediatric Dentistry. There is a separate Oral Orthopaedic clinic with 2 dental chairs. All dental chairs are equipped with a computer to allow viewing electronic notes, letters and digital radiographs. Most have access to PACS and Opal digitising software to enable the direct digitisation and retrieval of digital lateral cephalograms. There is an NHS orthodontic laboratory and a University teaching laboratory located on the same level. The Orthodontic department received approximately 2400 new patient referrals last year and had over 14,000 patient attendances. There are 3 Orthognathic surgery teams, one cleft team, 3 Hypodontia teams and 2 joint orthodontic/paediatric teams that work together within the unit. Digital cephalogram and OPT facilities are available on the same floor. Full CBCT and small volume CBCT are available within the building. The waiting time for this service is managed within the National Waiting Time Guarantee.

The Glasgow Dental Hospital and School has a major teaching and training role. Both under-graduate and post graduate students are taught orthodontics within the department

Staffing

NHS Consultants

- Mr Philip Benington (Lead Clinician)
- Mr Douglas Forsyth
- Dr Jill White
- Mr Toby Gillgrass
- Ms Laura Short
- Ms Mhairi Walker

Honorary Consultants

- Dr David Cross (PT)
- Mr Iain Buchanan (PT)

Other staff within the Department of Orthodontics

- 1 FTTA
- 1 Orthodontic Therapists
- 2 Specialty Registrar
- 2 CT 2's
- 0.8 WTE Specialty Dentists

The above staffing levels reflect the staffing position within the department of Orthodontics at the time this job description was compiled. Staffing levels will change to meet future service and business priorities. The post-holder/holders must have a high level of knowledge and expertise in all areas of Orthodontic practice. The post-holder may, under certain circumstances, be expected to adjust his/her commitments from time to time in agreement with the Lead Clinician and Clinical Director in order to accommodate variations in service needs. The job plan will be negotiated under the 2004 Consultant Contract with the

successful applicant.

THE POST

Clinical

The Consultant will provide a diagnostic and advisory service to patients referred to the Department of Orthodontics in the Dental Hospital and to the Area Orthodontic Department based at DGRI. This post will be mainly focused on the interdisciplinary management of Dentofacial /Craniofacial as well as Hypodontia patients. Currently this post includes attendance at a multidisciplinary Orthognathic /Craniofacial clinic each week on a Monday afternoon.

The postholder will share with Consultant colleagues' responsibility for the correct functioning of the Department. The Consultant will contribute to the professional supervision and management of the Training Grade staff.

The successful applicant will be professionally accountable to the Clinical Directors and managerially accountable to the Clinical Services Manager, GDH and Assistant General Manger, DGRI.

An MCN in Orthodontics has been established in D&G which includes the Associate Specialist in Orthodontics working from DGRI and GCH in the West, 2 Specialist Practices located in Dumfries and a Specialist Practice located in Ayr. It is anticipated that the Consultant would take on-board the role of Clinical Lead of the MCN.

Duties specific to D&G would also include:

- local management of orthodontics in CLAP cases liaising with the Cleft Team at GDH
- Triaging of suitable cases to training grades and Associate Specialist
- Clinical supervision of training grades
- Orthodontic planning and management of orthognathic cases together with Consultant in OMFS
- Planning with the Assoc. Sp. in OMFS of orthodontic cases requiring dento-alveolar surgery and triaging as appropriate
- Orthodontic management of multidisciplinary cases Restorative/Oral surgery
- Joint Consultant clinics with OMFS Consultant

Research and Development

There is no formal commitment to undertake research. However, the successful candidate will be encouraged to take an interest in clinical research, especially where this is an inherent part of normal clinical duties with particular reference to clinical trials being undertaken within the Unit.

It is envisaged that digital technologies for recording, storage and manipulation of 3D data will continue to be developed.

Administration

Administrative duties include those which are associated with the care of patients and the running of the department. The Consultants work co-operatively with the Directorate Management in the efficient running of services and the post holder will be expected to share with Consultant colleagues the responsibility of advising the management team on clinical matters. There is a requirement to work within the financial and other constraints decided upon by the Directorate.

Clinical Audit

The post holder will be expected to participate and contribute to the Clinical Audit Programme. Audit meetings are held within the Dental Hospital and School; these are an essential component of Clinical Governance.

Other Duties

The post holder will be asked to assist in undergraduate and junior staff teaching and continuing education according to experience. The post holder may be expected to deputise for absent colleagues in line with the Consultant contract.

Specimen Weekly Job Plan

The job plan will be based upon 10 NHS sessions at a 9:1 ratio of DCC to SPA or part thereof

The following is a notional timetable is provisional only and is subject to job planning discussion with the successful candidate. The post holder will also be expected to deputise for absent colleagues. Due consideration will be given regarding travelling time and subsistence expenses.

Day	Session		Description
Monday	AM	GDH	Personal treatment / Supervision
	PM	GDH	Orthognathic / Hypodontia Clinics
Tuesday	AM	GDH	Personal treatment / Supervision
	PM	GDH	DCC Admin
Wednesday	AM		SPA
	PM		DCC Admin
Thursday	AM	DGRI	New patients / CT supervision
	PM	DGRI	Personaltreatment
Friday	AM	DGRI	Personal treatment
	PM	DGRI	Case Planning / CT supervision / Travel

A split of 9:1 between direct clinical care PAs and supporting professional activities is now the advertised standard for all new consultant job plans in Scotland. The one SPA minimum will reflect

activity such as appraisal, personal audit and professional development occurring outside study leave time. Once the candidate has been appointed more SPA time may be agreed for activities such as undergraduate and postgraduate medical training which takes place outside direct clinical care, as well as research and/or management. These activities must be specifically and clearly identified and be agreed with the candidate and desired by the department.

JOB DESCRIPTION AGREEMENT

Job Holder's Signature:

Date:

Head of Department Signature:

Date:

Person Specification

ESSENTIAL	DESIRABLE
<p>Qualifications:</p> <ul style="list-style-type: none"> • Primary Medical Qualification • GMC Registered with Licence to Practice • BDS or equivalent • M Orth R.C.S. or equivalent • ISFE in Orthodontics or within six months of attainment or equivalent <p>or</p> <p>Established Consultant Orthodontist</p>	<ul style="list-style-type: none"> • FDSRCS • Further additional orthodontic academic qualification
<p>Eligibility:</p>	
<p>Experience:</p> <ul style="list-style-type: none"> • 2 years FTTA training in recognised post • and leading to Exit Fellowship or equivalent 	<ul style="list-style-type: none"> • Additional experience or interest in related specialty • Experience of ensuring patient safety & person centred approach
<p>Personal Attributes:</p> <ul style="list-style-type: none"> • Honest, trustworthy, hard working, ability to get on with colleagues. • Good communicator • Develop self awareness • Acting with integrity 	<ul style="list-style-type: none"> • Critical evaluation • Evidence of CPD (continuous professional development)
<p>Personal Skills and Attitude:</p> <ul style="list-style-type: none"> • Capacity to work effectively in a multidisciplinary team and demonstrate leadership as appropriate • Capacity to establish good working relations with others 	<ul style="list-style-type: none"> • Developing networks • Ability to encourage contribution • Ability to teach / train staff
<p>Academic:</p> <ul style="list-style-type: none"> • Familiar with principles of evidence based dentistry. • Well versed in audit process • Several audits completed. 	<ul style="list-style-type: none"> • Publications and presentations • Clinical governance
<p>Management Ability:</p> <ul style="list-style-type: none"> • Capacity to manage time and prioritise workload, balance urgent & important demands 	<ul style="list-style-type: none"> • Evaluate impact • Identifying context for change • Encouraging improvement and innovation • Experience of planning, managing resources & people

Terms and Conditions

In accordance with the Terms and Conditions of Service for Hospital Medical and Dental Staff (Scotland) employed in the National Health Service, as amended by the Secretary of State for Scotland, and subsequently the Scottish Parliament, from time to time.

Salary:	The current salary applicable to a full time post is £84,984 - £112,925 depending on experience, plus banding depending on rota.
Leave:	6 weeks annual leave dependant on experience pro rata plus 10 public holidays pro rata. Entitlement to 30 days study leave over a 3 year period.
Occupational Sick Pay:	<ul style="list-style-type: none">• During the first year of service – one month full pay (and after completing 4 months service) 2 months half pay• During the second year of service – 2 months full pay and 2 months half pay• During the third year of service – 4 months full pay and 4 months half pay• During the fourth year of service – 5 months full pay and 5 months half pay• During the fifth year of service – 5 months full pay and 5 months half pay• After completing 5 years of service - 6 months full pay and 6 months half pay
Pension:	You will be automatically enrolled into the NHS Pension scheme (Scottish Public Pension Agency). The benefits of which can be found at http://www.sppa.gov.uk
Base:	Your principal places of work are Glasgow Dental Hospital and Dumfries & Galloway Royal Infirmary. Other work locations and off site working may be agreed. You may be required to work at any site within your employing organisation, including new sites.
Notice Period:	3 Calendar Months
Hours of Duty:	The working pattern for this post is 40 hours, 10 PAs

The full Hospital Medical and Dental Staff (Scotland) Terms & Conditions can be found at: <http://www.msg.scot.nhs.uk/pay/medical>

