

**JOB TITLE: Consultant in Paediatric Dentistry**

**JOBTRAIN REFERENCE: 183828**

**CLOSING DATE: 14 May 2024 INTERVIEW DATE: 12 June 2024**

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**We cannot accept CV’s as a form of application and only application forms completed via the Jobtrain system will be accepted. Please visit** **https://apply.jobs.scot.nhs.uk** **for further details on how to apply.**

**You will receive a response acknowledging receipt of your application.**

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| **This post requires the post holder to have a PVG Scheme membership/record. If the successful applicant is not a current PVG member for the required regulatory group i.e. child and/or adult, then an application will need to be made to Disclosure Scotland and deemed satisfactory before the successful post holder can commence work.**  |

Please visit our Careers website for further information on what NHS Lothian has to offer http://careers.nhslothian.scot.nhs.uk

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| **Section 1: Person Specification** |

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| **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications and Training** | Full registration with the United Kingdom General Dental Council (GDC)On the GDC Specialist register in Paediatric Dentistry before commencing consultant postMembership Examination in Paediatric Dentistry or equivalent before commencing consultant postIntercollegiate Speciality Fellowship Exit Examination in Paediatric Dentistry or equivalent before commencing consultant postPossession of Certificate of Accreditation or eligibility for CCST in Paediatric Dentistry or equivalent before commencing consultant post | Fellowship in Dental Surgery or Membership of one of the Faculties of Dental Surgery or equivalentDiploma in Conscious Sedation |
| **Experience** | Successful completion of a COPDEND approved 3-year Pre-CCST training programme in Paediatric Dentistry or equivalentSuccessful completion of a Deanery-approved 2-year minimum training programme in a Fixed term training appointment (FTTA) in Paediatric Dentistry (post CCST training), or within 6 months of completion of such training, or equivalent which follows entry onto the specialist list in Paediatric Dentistry |  |
| **Ability** | Ability to communicate effectively and clearly with patients and other team members |  |
| **Academic Achievements** | Ability to appraise scientific literature Evidence of poster or oral presentations at national or international meetings | Publications in peer reviewed journalsResearch relevant to Paediatric DentistryHigher University qualification at Masters or Doctoral level |
| **Teaching and Audit** | Experience of teaching and training of students and staff in a higher education settingEffective participation in clinical audit projects. | Formal teaching qualification (for example PGCert or equivalent) |
| **Motivation** | Evidence of commitment to:patient-focused carecontinuous professional development and life-long learningeffective and efficient use of resources | Desire to develop services for patients |
| **Team Working** | Ability to work in a team with colleagues in own and other disciplinesAbility to organise time efficiently and effectivelyReliabilityExcellent communication skills | Ability to motivate colleaguesEvidence of previous managerial training and experience |
| **Circumstances of Job** | May be required to work at any of NHS Edinburgh and the Lothian’s sites |  |

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| **Section 2: Introduction to Appointment** |

**Job Title:** **Consultant in Paediatric Dentistry (7 PA - Substantive)**

**Department: Oral Health Service**

**Base: Edinburgh Dental Institute and Royal Hospital for Children and Young people**

You may also be required to work at any of NHS Lothian sites.

Post Summary:

This 7 PA Consultant post offers an opportunity for the appointee to join the established team of Consultants and Specialists leading the comprehensive Hospital Paediatric Dental Service within NHS Lothian. NHS Lothian Oral Health Service is comprised of the Public Dental Service and Hospital Dental Service providing an exciting, and unique opportunity for the provision of a child-centred approach to the delivery of care across the primary, secondary and tertiary dental services in line with NHS Scotland’s Core Values. The post is based at the Edinburgh Dental Institute with sessions in the Royal Hospital for Children and Young People as agreed at job planning.

The appointee will be involved in multidisciplinary working with other specialty arms of the Oral Health Service and with close liaison with medical and primary care colleagues.

Please note that the post holder may be required to work across NHS Lothian at sites within the remit of the Oral Health Service

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| **Section 3: Departmental and Directorate Information** |

NHS Edinburgh and the Lothians

NHS Edinburgh and the Lothians was created on 1 April 2004 following dissolution of 3 Trusts; Lothian University Hospitals Trust, Lothian Primary Care Trust and West Lothian Trust. Mr Calum Campbell is Chief Executive and Tracey Gillies is Medical Director.

NHS Edinburgh and the Lothians serves a population of 800,000 and has two operating divisions;

 University Hospitals Division

 Community Health Partnerships

University Hospitals Division

The University Hospitals Division provides a full range of secondary and tertiary clinical services to the populations of Edinburgh, Midlothian, East Lothian and West Lothian. The Division is one of the major teaching centres in the United Kingdom.

Hospitals included in the Division are: **http://www.nhslothian.scot.nhs.uk/GoingToHospital/Locations/Pages/default.aspx**

The Royal Infirmary of Edinburgh

The Western General Hospital

The Royal Hospital for Children and Young People, Edinburgh

St John’s Hospital

Edinburgh Dental Institute

Royal Victoria Hospital

Liberton Hospital

The Princess Alexandra Eye Pavilion

The **Royal Infirmary (RIE)** is a recently built, major teaching hospital on a green field site in the South East of the city of Edinburgh. It comprises some 25 wards, 869 beds, and 24 operating theatres, and is equipped with much state of the art theatre and critical care equipment and monitoring. Within the main building is a dedicated, multidisciplinary, 5 theatre day surgery complex. The hospital provides for most Medical, and the following surgical, specialities:

General

Vascular

Hepato-biliary and Transplant

Cardiac and Thoracic

Elective Orthopaedics

Orthopaedic Trauma

Obstetrics & Gynaecology

**The Western General Hospital** (WGH) has approximately 600 beds with the following specialities represented:

**Surgical**

Neurosurgery

Colorectal Surgery

Urology and Scottish Lithotriptor Centre

Breast Surgery

ENT Surgery

**Medical**

General Medicine

Gastro-Intestinal

Neurology

Endocrine and metabolic

Cardiology

Respiratory

Rheumatology

Infectious Diseases

Haematology Oncology

Medical Oncology

Radiation Oncology

Inpatient Dermatology (Dermatology outpatients are seen in the Lauriston Building, collocated with EDI)

There is an Acute Receiving Unit, which accepts GP referrals and 999 ambulance medical cases on a zoned basis within the city, and a nurse led Minor Injuries Unit. There is no trauma unit at this hospital. The Department of Clinical Neurosciences (DCN) is a leading centre for neurological disease. This is a tertiary referral centre with a catchment area extending up the East coast of Scotland. The casemix includes acute brain trauma, neurovascular, neuro-oncology, spinal surgery and interventional radiology. Trauma cases requiring the treatment of acute brain injury are transferred from the Royal Infirmary and other hospitals.

The hospital is currently housed in a mix of accommodation ranging from 19th century to the present. An extensive treasury funded redevelopment was completed with the opening of the £40m Anne Ferguson Building in August 2001. This houses medical and surgical wards, main and day case theatres, high dependency unit, cardiology, endoscopy suite and the Scottish Lithotriptor Centre. ENT Surgery is carried out in an older theatre complex, and the service is planned to move out to St John’s Hospital in the near future.

The five main theatres have been finished to a high standard and benefit from natural light. Medical gases including air are supplied from pendants. There has been a substantial upgrade in medical equipment with all theatres having uniform modern equipment.

**St John’s Hospital (SJH) opened** in 1989 and is located in the centre of Livingston, a new town about 30 minutes drive from Edinburgh. Services provided include:

General Medicine with specialists in Cardiology, Diabetes & Endocrinology, Gastroenterology, Respiratory Medicine and Care of the Elderly

Obstetrics & Gynaecology

Child Health including Paediatrics and community child health

The regional Burns and Plastic Surgery unit for SE Scotland

Oral and Maxillofacial Surgery

ENT

Critical Care (ITU, HDU and CCU)

Accident and Emergency

General Surgery

Orthopaedics

Anaesthetics

Mental Health including ICCU and ICPU

SJH has been developed as the major elective centre for the region. Plans are also progressing to relocate all of Lothian’s ENT services to SJH to co-locate with OMFS and Plastic Surgery to create an integrated head and neck unit. Recent developments at SJH include a new endoscopy suite, an Intensive Psychiatric Care Unit, a digital mammography unit, an oncology (cancer care) day centre, a satellite renal dialysis unit and a £2.75m reprovision of A&E. There are full supporting Laboratory and Diagnostic Radiology Services (including CT, Ultrasound and NM). The hospital has recently been afforded full teaching hospital status by the University of Edinburgh.

**The Royal Hospital for Young People and Children (**RHYPC) is a 141 bedded hospital providing general and specialist services for children on both a local and national basis. It acts as the local paediatric referral centre for the children of Edinburgh and surrounding areas, and as a tertiary referral centre for intensive care patients; gastroenterology, hepatology & nutrition; respiratory medicine; endocrinology; cardiology; nephrology; neurology; oncology; haematology; neonatal surgery; plastic and cleft surgery; orthopaedic and spinal surgery; neurosurgery; urological surgery and general surgery. There is a large community paediatrics service, which takes the lead in Child Protection. Cardiology and nephrology are provided in conjunction with the Royal Hospital for Sick Children in Glasgow. The Paediatric Intensive Care Unit is part of the Scottish Paediatric Retrieval Service, and receives patients from all of Scotland.

There is a University Department of Child Life & Health on the RHYPC site. Most of the clinico-radiological meetings feature on the medical student timetable and are held in the nearby seminar room of the University department. The RHYPC is currently being rebuilt on the Royal Infirmary site at Little France to the South of the city.

The Dental Unit in RHYPC has 4 dental surgeries in addition to facilities for taking intra-oral radiographs and providing treatment under inhalation sedation. In addition to out-patient dental clinics and in-patient oral health support, three-four weekly theatre lists operate for the provision of comprehensive paediatric dental care under general anaesthesia. Secretarial support is provided.

**Health Social Care Partnerships**

There are four established Lothian Health Social Care Partnerships (HSCP) serving the population of Edinburgh, Midlothian, East Lothian and West Lothian. The four HSCPs are coterminous with Edinburgh, Midlothian, East Lothian and West Lothian Councils bringing together those responsible for planning, managing and providing community-based health services for the population of Edinburgh and the Lothians. A population of 800,000 people is served across the City of Edinburgh, East Lothian, West Lothian and Midlothian. The range of services includes comprehensive mental health, learning disabilities, care of the elderly, medical rehabilitation, district nursing and health visiting, family planning, well woman, breast screening, comprehensive dental care and those provided by Allied Health Professions, such as occupational therapy. Specialist services provided include brain injury rehabilitation, bio-engineering and prosthetics, drugs and alcohol misuse and harm reduction, AIDS/HIV and Children and Family Psychiatric Services.

There are 24,000 staff employed throughout the NHSL and community services.

In addition, there are approximately 1,000 independent contractors in General Medical and Dental Practice, as well as pharmacists and opticians

The University of Edinburgh

**The University of Edinburgh** has been instrumental in shaping history for over 400 years. An exciting, vibrant, research-led academic community, they offer opportunities to work with leading international academics whose visions are shaping tomorrow's world. The 22 Schools spread across 3 Colleges, offer over 350 undergraduate and 160 postgraduate courses to around just under 30,000 students each year.

As an honorary member of staff, you would not only be part of one of the World's top Universities, but also part of one of the top employers in Edinburgh, with around 11,000 people spread across a wide range of academic and supporting roles.

The University’s academic staff lead the world in a range of disciplines and in the latest Research Assessment Exercise, many areas of the University scored ratings of 3\* or 4\* highlighting our place at the forefront of international research.

Support roles are also critical to the success of the University and enable the maintenance of their world class reputation and facilities for teaching and research as well as supporting the on-going commitment to the student experience. The University is located on several campuses, Social Sciences being largely located in the Central area around George Square, the College of Art and Old College. Science and Engineering is mainly at the King’s Buildings campus, with Medicine at Little France and the Western General Hospital, and Veterinary Science at Easter Bush.

The **College of Medicine and Veterinary Medicine** traces its origins back nearly 500 years (Darwin, Simpson and Conan Doyle were students here) and is internationally renowned for its research and teaching.  Headed by Professor Sir John Savill, the only conjoint Medical and Veterinary Medical School in the UK employs over 2200 academic and support staff within the College and the four Schools; Biomedical Sciences, Clinical Sciences and Community Health, Molecular and Clinical Medicine and Royal (Dick) School of Veterinary Studies,

The undergraduate medicine teaching programme in the College enjoys a very high reputation nationally and internationally, with over 1,300 students enrolled on the MBChB and Intercalated courses and nearly 1000 on the Veterinary Sciences BVM&S and related programmes. In addition, approximately 2000 students are currently enrolled in the College’s taught and research post-graduate courses, including an extensive range of online distance learning diplomas and degrees. They are trained by over 1000 outstanding academic staff. Details of PhDs, research programmes and studentships are available through the major interdisciplinary research institutes and centres

The academic disciplines within Medicine are largely concentrated in the two teaching hospital campuses in Edinburgh, the New Royal Infirmary at Little France and the Western General Hospital. Both have extensive new infrastructure with major new research institutes and state of the art research facilities on clinical sites. Edinburgh hosts a number of prestigious MRC and BHF Research Centres. The approach is interdisciplinary, with basic and clinical researchers working together at the laboratory bench and in our clinical research facilities to address major themes in basic, clinical and translational medicine.

The **School of Clinical Sciences and Community Health** (Head, Professor Hilary Critchley) has an international reputation in clinical- and community-based research through the combination of basic, clinical and translational science and epidemiological studies, and as a part of the College of Medicine and Veterinary Medicine, offers unparalleled opportunities for groundbreaking interdisciplinary research in the bio-medical sciences.

The School comprises five interdisciplinary Research Centres: the University of Edinburgh/BHF Centre for Cardiovascular Sciences, the MRC Centre for Inflammation Research, the MRC Centre for Regenerative Medicine, the Centre for Population Health Sciences, the MRC Centre for Reproductive Health; plus a Division of Health Sciences incorporating seven clinical specialties and the Post Graduate Dental Institute.

Clinical Sciences and Community Health employs around 600 members of academic and support staff and has over 550 Honorary members who contribute significantly to teaching and research. The School is a major contributor to the undergraduate MBChB curriculum and has approximately 800 registered post graduate students studying a range of PhD, MD, taught and research MSc and on-line distance learning programmes. The School can be found at the Little France site, the Royal Hospital for Sick Children, the Lauriston Building, Lauriston Place and in the Medical Quad, Teviot Place.

**The Oral Health Service**

The NHSL Oral Health Service was formed in 2016 through a merger of the secondary care referral services offered by Edinburgh Dental Institute and the Public Dental Service for NHS Lothian.

The Professional Director of Dentistry of the Oral Health Service is Mr Graeme Wright.

The Clinical Director of the Edinburgh Dental Insitute is Mr Graeme Wright

The Clinical Director of the NHSL Public Dental Service is Ms Judith Lopes

The mission of the Oral Health Service is to

**“Provide specialised and specialist care to the population of NHS Lothian in support of the general dental services.”**

The Oral Health Service provides specialised and specialist care in the following specialties

Oral Medicine on the Lauriston Site

Orthodontics on the Lauriston Site

Oral Surgery in the Chalmers Dental Centre and on the Lauriston Site

Paediatric Dentistry throughout NHS Lothian in community clinics, at the Howden Dental Centre at St John’s Hospital, at the RHYPC and on the Lauriston Site

Restorative Dentistry at St John’s Hospital and on the Lauriston Site

Special Care Dentistry throughout NHS Lothian in community clinics, at the Western General Hospital, Edinburgh Royal Infirmary, the Royal Edinburgh Hospital and at St John’s Hospital.

The Edinburgh Dental Institute

The Edinburgh Dental Institute (EDI) is the base for Consultant led care in Paediatric Dentistry and opened in November 1997 on the Lauriston site. It is located in the Lauriston Building with staff and patients benefit from facilities within premises on the second, third and fourth floors.

The Institute is located in central Edinburgh and is readily accessible by train, bus and car, being 15 minutes walk from both Princes Street and Haymarket stations.

The Institute provides all aspects of specialist dental treatment and forms the clinical focus for the Edinburgh Dental Institute of the College of Medicine and Veterinary Medicine of the University of Edinburgh. The Dental Institute offers opportunities for research and education for all members of the Dental Team. Masters and taught doctorate degrees are available in Orthodontics, Paediatric Dentistry, and Prosthodontics, as well as a master’s programme in primary dental care. In addition, the Institute offers opportunities for research and education for all members of the Dental Team and there are unrivalled opportunities for development of the clinical service, research and teaching across a wide range of areas and interests. Also, the Institute hosts a school for Dental Care Professionals including Dental Hygiene and Therapy and Orthodontic Therapy.

**The Institute provides Consultant led services in:**

* Oral Medicine
* Oral Surgery
* Orthodontics
* Paediatric Dentistry
* Dental Radiology
* Restorative Dentistry
* Endodontics
* Prosthodontics
* Periodontology

The Institute has the following facilities:

58 fully equipped open-plan treatment cubicles and enclosed surgeries with facilities for both inhalation and IV sedation in some.

Oral Surgery and Oral Medicine

 2 treatment surgeries

 5 closed consultation rooms

 4 open surgeries

Paediatric Dentistry

 14 open surgeries

 3 closed surgeries

Orthodontics

 9 open surgeries

 3 closed surgeries

Restorative Dentistry

 17 open surgeries (including 8 mainly used by the DCP school)

 3 closed surgeries

An in-house Dental Laboratory, which provides all technical work necessary for specialist patient care.

Specialist Dental Radiography and ultrasound are also provided on site as part of the NHSL Radiology Directorate

On the 2nd floor there is a state-of-the-art Clinical Skills facility that provides 24 phantom heads across two teaching rooms that can become 1 large teaching room. Recent audio-visual upgrade has provided users with the latest microscopic and camera functions at individual work-stations.

There are hospitality areas on both the 2nd and 4th floors of the Institute as well as study areas for both Postgraduate (research and taught Doctoral and Masters) and Undergraduate students.

Staff also have access to a staff room with excellent facilities for rest breaks.

***Senior Staff***

Mr Graeme WrightClinical Director, Edinburgh Dental Institute

Mr James Steven General Manager

***Consultants / Honorary Senior Clinical Lecturers of the Institute***

Ms A Morrison Consultant in Oral Surgery

Ms L Bryce Consultant in Oral Surgery - Professional Lead

Ms A Clark Consultant in Oral Surgery

Ms V Greig Consultant in Oral Surgery

Ms M Watson Locum Consultant in Oral Surgery

Mr D Thomson Consultant in Oral & Maxillofacial Radiology

Prof P Lamey Consultant in Oral Medicine

Dr N McGuinness Consultant in Orthodontics

Mr A Ulhaq Consultant in Orthodontics Professional Lead

Mr C Ritchie Consultant in Orthodontics

Mr A Keightley Consultant in Paediatric Dentistry Professional Lead

Vacancy Consultant in Paediatric Dentistry

Mr Graeme Wright Consultant in Paediatric Dentistry

Ms Fiona Lafferty Consultant in Paediatric Dentistry

\*Vacancy (This post) Consultant in Paediatric Dentistry

Ms Kirstie Lau Locum Consultant in Paediatric Dentistry

Mr A Pace-Balzan Consultant in Restorative Dentistry

There are Specialty Registrar training posts in Restorative Dentistry, Oral Surgery, Orthodontics and Paediatric Dentistry and an academic training post in Paediatric Dentistry

***Senior Clinical Lecturers/Honorary Consultants of the Institute***

Dr L O’Dowd Restorative Dentistry Professional Lead

Dr A Busuttil-Naudi Paediatric Dentistry

Dr M Cresta Endodontics

Dr S Bonsor Endodontics

***Senior Clinical Lecturers/Honorary Specialists of the Institute***

Dr K Bhatia Prosthodontics

Dr P Papacharalambous Prosthodontics

The BSc (Hons) programme in Oral Health Sciences was launched in 2009. It now admits 10 students annually to train as hygiene / therapists and is fully resourced under a Service Level Agreement with NES. The programme is supported by a part-time Consultant/Clinical Lead (Dr L O’Dowd, Senior Clinical Lecturer in Restorative Dentistry), a Senior Lecturer/Programme Director, four Lecturer posts, GDP visiting sessions (1.0 FTE), Clinical Skills Facilitator, Administrative and Reception staff. NES also supports the Orthodontic Therapy and Dental Nurse training within the Dental Institute. The MSc programme, by Distance Education, is supported by a Programme Director, Lead Developer, Research Fellow and On-line Tutor posts, resourced through the programme’s business plan.

**Department of Paediatric Dentistry**

**Staffing**

Mr Alex Keightley Lead Consultant

Mr Graeme Wright Consultant

Vacancy Consultant

Ms Fiona Lafferty Consultant

*This Vacancy* Consultant

Ms Kirstie Lau Locum Consultant

Ms Antoniella Busuttil-Naudi Senior Clinical Lecturer/Honorary Consultant

4 Speciality Registrars in Paediatric Dentistry

3 Dental Core Trainees (DCT1, DCT2, DCT3)

**Accommodation**

Centrally located on the third floor of the Lauriston Building, the Department has 14 open-plan chairs and 3 closed surgeries. Administrative accommodation is within an open plan office area on the fourth floor where secretarial and administrative support is also provided.

**Clinical Services**

The Department of Paediatric Dentistry is one of the major clinical groups in the Institute. It provides a consultant-led secondary care service for the population of Edinburgh, the Lothians, Borders and parts of Fife. Referrals are received from local dental and medical practitioners, the Public Dental Service as well as tertiary referrals from other hospital specialities in both dentistry and medicine. The Department has close working relationships with the Departments of Oral Surgery and Oral Medicine, Orthodontics and Restorative Dentistry: inter-disciplinary work within the Institute has a high priority.

There are links with the Oral and Maxillofacial Surgery service based at St. John’s Hospital, Livingston.

The Department has a total of approximately 10,000 patient attendances annually within which are about 3,000 new patient referrals each year. A major responsibility of the Consultant staff is the provision of advice for referring general dental practitioners, as well as treatment for all children requiring Specialist Services. The post holder will be encouraged to develop their particular interests within the broad area of Paediatric Dentistry.

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| **Section 4: Main Duties and Responsibilities** |

**Main duties and responsibilities**

Excellent clinical skills are required as well as a commitment to teaching and research.

The appointee to this Consultant post will be involved in the full activities of the Department including teaching and training of junior hospital staff and postgraduate dental students. The Institute is recognised across the United Kingdom for its teaching and training in Paediatric Dentistry.

It is essential that the appointee:

* is on the Specialist List in Paediatric Dentistry, held by the UK General Dental Council, before commencing consultant post

There is an effective clinical network involving the primary care dental and medical services, and secondary and tertiary providers. Over the past 15 years, the service has undergone significant redesign. There has been an increase in inter-disciplinary dental working and an model of integrated training between DCP students and dental trainees has been introduced to enhance team working. The Department underwent a further period of significant change to develop integration with the Children’s services in the Public Dental Service. This is an exciting development providing one robust Paediatric Dental service across both providers, thus facilitating patient care and enhancing training opportunities.

Please note this is an Exposure Prone post and satisfactory pre-employment health screening is essential.

This is not a regional post.

The post-holder will work with colleagues from other specialities and will include the following;

* Provision of clinical Teaching at undergraduate and post graduate level within a variety of clinical settings.

The Terms and Conditions of service are those determined by the Hospital Medical and Dental Staff and Doctors in Public Health and Community Medicine (Scotland) Consultant Grade Terms & Conditions of Service.

**Out of Hours Commitments:**

* Out of Hours Commitments:
* Nil
* Location:

**Location:**

* It is anticipated the base of work will be between the Edinburgh Dental Institute, and Royal Hospital for Children and Young People.

**Provide high quality care to patients:**

* Maintain GDC specialist registration and hold a licence to practice
* Develop and maintain the competencies required to carry out the duties of the post
* Ensure patients are involved in decisions about their care and respond to their views

**Research, Teaching and Training:**

* The post-holder will have the opportunity to undertake research. The individual will be able to contribute to the existing research activity at EDI/RHCYP and develop his/her own areas of interest. In addition, the Paediatric Dentistry Department is active in research within the Institute**.**

Some of the research is undertaken by postgraduates as part of their Doctoral Degree studies. The post holder will be expected to design, supervise, and assess research projects for students enrolled on the DClinDent in paediatric Dentistry programme.

* The Department has a strong teaching commitment to Specialty Registrars in Paediatric Dentistry, postgraduates studying for the current 3-year full-time Doctorate in Clinical Dentistry Degree in Paediatric Dentistry of the University of Edinburgh, other postgraduate students, Dental Core Trainees and Dental Care Professionals. The Department contributes extensively to Continuing Professional Development for dentists and all members of the dental team through Section 63 and other courses. The Institute is the home of the CPD and Vocational Training activities of NES through the Edinburgh Dental Education Centre.
* The post holder will be expected to contribute to the delivery of teaching and assessment within the DClinDent in Paediatric Dentistry programme. The post holder will additionally contribute to teaching of staff and other trainees and will be expected to have experience, personal engagement and enthusiasm for teaching and training. Previous experience of formal postgraduate teaching is therefore important. The possession of a higher teaching qualification would be advantageous.
* In addition, the postholder will also be expected to participate in issues relating to clinical effectiveness, share in the administrative tasks in the Department and Institute as a whole, and provide consultant cover as required
* The post holder will support student recruitment for the DClinDent in Paediatric Dentistry by participating in the short-listing and interview processes.
* They will participate in the decision-making around changes to the programme in liaison with the programme lead and the external examiner as well as support collaboration between the different programmes at EDI.
* The post holder will be expected to undertake academic development duties within the educational environment of the University of Edinburgh and contribute to the achievement of the strategic academic objectives of the College of Medicine and Veterinary Medicine and of the University.
* To provide high quality teaching to medical undergraduates and members of other health care professions as required by the Clinical Director

**Medical Staff Management:**

* To work with colleagues to ensure junior doctors’ hours are compliant in line with EWTD and New Deal
* To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff and to ensure that there is appropriate cover within the clinical areas, including on-call commitments
* To participate in the recruitment of junior medical staff as and when required
* To participate in team objective setting as part of the annual job planning process

**Governance:**

* Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented
* Ensure clinical guidelines and protocols are adhered to by doctors in training and updated on a regular basis
* Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Clinical Director
* Role model good practice for infection control to all members of the multidisciplinary team

**Leadership and Team Working:**

* To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Lothian and when participating in national or local initiatives
* To work collaboratively with all members of the team
* To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
* Adhere to NHS Lothian and departmental guidelines on leave including reporting absence
* Adhere to NHS Lothian values

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| **Section 5: NHS Lothian – Indicative Job Plan** |

**Post:** Consultant in Paediatric Dentistry (7 PA - Substantive)

**Specialty:** Paediatric Dentistry

**Principal Place of Work:** Edinburgh Dental Institute, and Royal Hospital for Children and Young People

**Contract:** 7 PAs

**Availability Supplement:** Nil

**Out-of-hours:**  Nil

**Managerially responsible to:** Mr Graeme Wright, Clinical Director EDI

**Sample timetable:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **DAY** | **TIME** | **TYPE OF WORK** | **DCC** | **SPA** | **EPA** | **Total** |
| **Monday** |  |  |  |  |  |  |
| **Tuesday****Base****EDI** | 09.00-13.0013.00-17.00 | MDT Clinic (EDI)SPA | 1.00 | 1.00 |  | 2.00 |
| **Wednesday****Base****EDI** | 9.00-13.0013:30-17.30 | Supervision (EDI)Patient Treatment (EDI) | 1.001.00 |  |  | 2.00 |
| **Thursday****Base****EDI** | 09.00-13:0013.30-17.30 | NP ClinicClinical Admin/Clinical Teaching | 1.001.00 |  |  | 2.00 |
| **Friday****Base****EDI** | 09.00-13.00 | Supervision (EDI) | 1.00 |  |  | 1.00 |
|  |  | Total PAs | 6.00 | 1.00 |  | 7.00 |

The exact daily timetabling of the job plan will be subject to change to meet requirements for developments in the integrated Paediatric Dental Service

The need for development, administration and delivery of the Paediatric Dentistry DClinDent course will be job planned flexibly across the senior clinical team according to postholder skills and therefore support to the University of Edinburgh DClin Dent programme will be variable and will be agreed on an annual basis between the successful applicant and the Clinical Director. The Job Plan is negotiable and will be agreed between the successful applicant, and the Clinical Director.

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| **Section 6: Working for NHS Lothian** |

**Working in Edinburgh and the Lothians**

**Who are we?**

NHS Lothian is an integrated teaching NHS Board in Scotland providing primary, community, mental health and hospital services. Calum Campbell is the Chief Executive, Professor John Connaghan CBE is the Chair and Tracey Gillies is the Executive Medical Director.

NHS Lothian provides services for the second largest residential population in Scotland – circa 850,000 people. We employ approximately 26,000 staff and are committed to improving all patient care and services and engaging staff in service planning and modernisation.

Over the next year across Scotland there will be significant changes in the way health and social care services are provided. In April 2015, integration came into effect in local areas led by four Health and Social Care Partnerships in East Lothian, Edinburgh, Midlothian and West Lothian. Working together will help us provide even better services for our communities and, where appropriate, people will receive high quality care closer to home. There is work underway in relation to the operational and governance capacity required, ensuring that planning for unscheduled and scheduled care is done in tandem between the four Integrated Joint Boards and the acute service.

Further information about Edinburgh and NHS Lothian can be found at https://org.nhslothian.scot/Pages/default.aspx

**Location**

Edinburgh and the Lothians are on the eastern side of Scotland’s central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East Lothian, Mid Lothian and West Lothian.

Edinburgh and the Lothians are a place of exceptional beauty and contrast, from Edinburgh’s historic skyline to the scenic countryside and coastline that surround it. Edinburgh is famous for its castle, military tattoo, fringe and international festival.

Edinburgh and the Lothians are home to top-ranking state and private schools and world class universities and colleges. Edinburgh offers a rich diversity of parks and gardens to spend time relaxing with friends and family. Whether you want to buy or rent Lothian also offers a diversity of accommodation ranging from city centre based flats, waterfront living, Victorian or Georgian villas to more rural farm houses or coastal homes.

Local and wider transport networks are excellent. Glasgow is less than 50 minutes away by train. The Scottish Highlands are accessible in a few hours offering opportunities for skiing and walking. National and international transport links make it easy to keep in touch with friends and family via Edinburgh Airport which offers a variety of international flight opportunities.

If you are thinking about joining us from overseas further information can be found at www.talentscotland.com. For a comprehensive list of services to help moving to the City of Edinburgh, please visit the City of Edinburgh Council Website at: www.edinburgh.gov.uk.

**What we can offer you**

Working with NHS Lothian offers a variety of opportunities and benefits:

* Access to the NHS pension scheme
* Assistance relocating to Edinburgh
* NHS Lothian is an equal opportunities employer and promotes work-life balance and family-friendly policies
* A beautiful setting to live and work and to take time out after a busy day or week
* Access to a transport network offering easy travel links to the rest of the UK and Europe, as well as international options

**Teaching and Training Opportunities**

NHS Lothian has one of the largest and some of the most successful teaching hospitals in Scotland. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

We successfully train medics, nurses and other healthcare professionals from all over the UK and the world, many of whom choose to remain in employment with NHS Lothian and continue to contribute to the development of the organisation, promoting new techniques and going on to train the doctors, surgeons and nurses of tomorrow.

NHS Education for Scotland (NES) and NHS Lothian recruits junior medical staff both UK and worldwide. We are committed to providing a high standard of medical education and are able to offer training in a variety of specialties at foundation and specialty level, with the majority of training posts in the South East of Scotland rotating through Edinburgh and Lothian hospitals.

Information regarding training with links to the appropriate UK websites can be found at http://www.scotmt.scot.nhs.uk/ and http://nes.scot.nhs.uk/

We enjoy close links with the University of Edinburgh (http://www.ed.ac.uk/home) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Lothian, the University of Edinburgh offers state-of-the-art medical teaching facilities at the Chancellors Building, including lecture theatres, seminar rooms, clinical skills training area, computing suites, as well as library facilities at the main university, Western General Hospital and Royal Hospital for Sick Children.

**Our vision, values and strategic aims**

We strive to provide high quality, safe, effective and person centred healthcare, continually improving clinical outcomes for patients who use our services and for our population as a whole.

To achieve this, we are committed to ever-closer integrated working with patients and our other partners in healthcare and to embedding a culture of continuous improvement to ensure that:

* Our staff can contribute fully to achieving the best possible health and healthcare, based on evidence and best practice
* Everything we do maximises efficiency and delivers value for patients and the public

We have identified six strategic aims to ensure we can deliver safe, effective and person-centred health and social care:

1. Prioritise prevention, reduce inequalities and promote longer healthier lives for all
2. Put in place robust systems to deliver the best model of integrated care for our population – across primary, secondary and social care
3. Ensure that care is evidence-based, incorporates best practice and fosters innovation, and achieves seamless and sustainable care pathways for patients
4. Design our healthcare systems to reliably and efficiently deliver the right care at the right time in the most appropriate setting
5. Involve patients and carers as equal partners, enabling individuals to manage their own health and wellbeing and that of their families
6. Use the resources we have – skilled people, technology, buildings and equipment –efficiently and effectively.

The specific areas of focus and actions needed to achieve each of these aims are detailed in “Our Health, our Future: NHS Lothian Strategic Clinical Framework 2014 – 2024,” consultation document which you will find at: https://org.nhslothian.scot/Strategies/Pages/default.aspx

**Our Health, Our Care, Our Future**

NHS Lothian works to help people live healthier, longer lives – no matter who they are or where in the region they live. Much progress has been made, but significant challenges and opportunities lie ahead. NHS Lothian draft strategic plan - Our Health, Our Care, Our Future – sets out what we propose to do over the coming decade to address these challenges and continue to provide a high quality, sustainable healthcare system for the people of Lothian.

In developing the strategic plan we have:

* asked staff and patients what and how things need to change to deliver our aims
* brought together local plans into an integrated whole
* identified opportunities to make better use of existing resources and facilities
* prioritised areas that will make most difference to patients

The plan outlines a range of proposals, which will allow us to:

* improve the quality of care
* improve the health of the population
* provide better value and financial sustainability

Over the coming months we will discuss the need for change and the proposals set out in the plan with staff, patients, communities and other stakeholders. A summary of the plan can be found at

https://org.nhslothian.scot/Strategies/OurHealthOurCareOurFuture/Pages/default.aspx

#### NHS Lothian’s Clinical Quality Approach – Quality Driving Improvement

This is a new way of approaching quality in NHS Lothian.  With this approach to service improvement we aim to deliver ‘high quality, safe and person-cantered care at the most affordable cost’. This acknowledges that every £1million of waste, unnecessary or inappropriate costs in one area of our system, denies us the opportunity to invest that £1million in another area of our system.

In all highly reliable healthcare organisations, it is clear that senior leadership commitment to the importance of the work, the introduction of consistent improvement methodology, the use of good quality data and building improvement capability within the workforce, are key to the successful delivery of improvement strategies.

To allow NHS Lothian to meet the needs of our population today and in the future, we need to build on the good work that is already being done to redesign services and create a whole organisation approach to quality improvement.

**Our Values and ways of working**

NHS Lothian is determined to improve the way their staff work so they have developed a set of common values and ways of working which they now need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of their patients.

**NHS Lothian – Our Values into Action:**

**Care and Compassion**

* We will demonstrate our compassion and caring through our actions and words
* We will take time to ensure each person feels listened to, secure, understood and is treated compassionately
* We will be visible, approachable and contribute to creating a calm and friendly atmosphere
* We will provide a safe and caring setting for patients and staff, and an efficient, effective and seamless care experience
* We will meet people’s needs for information and involvement in all care, treatment and support decisions.

**Dignity and Respect**

* We will be polite and courteous in our communications and actions
* We will demonstrate respect for dignity, choice, privacy and confidentiality
* We will recognise and value uniqueness and diversity
* We will be sincere, honest and constructive in giving, and open to receiving, feedback
* We will maintain a professional attitude and appearance.

**Quality**

* We will demonstrate a commitment to doing our best
* We will encourage and explore ideas for improvement and innovation
* We will seek out opportunities to enhance our skills and expertise
* We will work together to achieve high quality services
* We will use our knowledge and enthusiasm to implement positive change and overcome challenges.

**Teamwork**

* We will understand and value each other’s role and contribution
* We will be fair, thoughtful, welcoming and kind to colleagues
* We will offer support, advice and encouragement to others
* We will maximise each other’s potential and contribution through shared learning and development
* We will recognise, share and celebrate our successes, big and small.

**Openness, Honesty and Responsibility**

* We will build trust by displaying transparency and doing what we say we will do
* We will commit to doing what is right – even when challenged
* We will welcome feedback as a means of informing improvements
* We will use our resources and each other’s time efficiently and wisely
* We will maintain and enhance public confidence in our service
* We will be a positive role model.

Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values.

Further information on our values into action can be found at

https://org.nhslothian.scot/OurValues/Pages/default.aspx

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| **Section 7: Terms and Conditions of Employment** |

For an overview of the terms and conditions visit: http://www.msg.scot.nhs.uk/pay/medical.

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| **TYPE OF CONTRACT**  | Permanent |
| **GRADE AND SALARY** | Consultant |
| **HOURS OF WORK** | 28 Hours – 7 Session |
| **SUPERANNUATION** | New entrants to NHS Lothian who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to "opt out" arrangements can be made to do this via: www.sppa.gov.uk  |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be awarded |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | NHS candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses.  |
| **TOBACCO POLICY** | NHS Lothian operates a No Smoking Policy in all premises and grounds. |
| **DISCLOSURE SCOTLAND** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership. |
| **CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK** | NHS Lothian has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals, are legally entitled to work in the United Kingdom. Before any person can commence employment within NHS Lothian they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until right to work in the UK has been verified. |
| **REHABILITATION OF OFFENDERS ACT 1974** | The rehabilitation of Offenders act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as “spent” after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section 4 of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are “spent” under the provision of the act in the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action by NHS Lothian. Any information given will be completely confidential. |
| **MEDICAL NEGLIGENCE** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council's Good Medical Practice requires you to have adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g. with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice. |
| **NOTICE** | Employment is subject to one month notice on either side, subject to appeal against dismissal. |
| **PRINCIPAL BASE OF WORK** | You may be required to work at any of NHS Lothian sites as part of your role. |
| **SOCIAL MEDIA POLICY** | You are required to adhere to NHS Lothian’s Social Media Policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation’s expectations to safeguard staff in their use of social media.  |

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| **Section 8: General Information for Candidates** |

**Data Protection Legislation**

During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found at: NHS Lothian Staff Privacy Notice

For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.

**Counter Fraud**

NHS Lothian is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes. More detail on this responsibility is on NHS Lothian intranet (Counter-Fraud and Theft page) and further information is available via Audit Scotland.

**References**

All jobs are only offered following receipt of three satisfactory written references. At least one reference must be from your current/most recent employer or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.

**Disclosure Scotland**

Where a Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available from the recruitment centre.

**Work Visa**

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found on the UK Government Home Office website.

**Job Interview Guarantee Scheme**

As a Disability Symbol user, we recognise the contribution that all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview.

**Overseas Registration and Qualifications**

NHS Lothian will check you have the necessary professional registration and qualifications for this role. You will need to provide an official translation of qualifications notarized by a solicitor of your overseas qualifications to be checked by the recruiting panel. Please ensure that this is available before applying for the post.

**Workforce Equality Monitoring**

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfil their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce that will enable us to make comparisons locally, regionally and nationally.

**Equal Opportunities Policy Statement**

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Lothian. We are committed to encouraging equality and diversity among our workforce, and seek to eliminate discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of gender identity, gender expression, disability, marital status, age, race (including colour, nationality, ethnic or national origin), religion or belief, sexuality, responsibility for dependants, socio-economic status, political party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed on our careers website: https://careers.nhslothian.scot/equal-opportunities/

**NHS Scotland Application Process**

* The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for.
* It is essential to read both the job description and the person specification to gain a full understanding of what the job entails and the minimum criteria required.
* Please note for equal opportunity purposes NHS Lothian do not accept CV’s as a form of application.
* Your personal information will not be sent with the application for shortlisting. The application form will be identified by the candidate number only to ensure that no applicant will be unfairly discriminated against.
* Please complete all sections of the application form. Those sections that are not relevant please indicate ‘not applicable’, do not leave blank.
* Please visit https://apply.jobs.scot.nhs.uk for further details on how to apply.