

SUMMARY INFORMATION RELATING TO THIS POSITION

POST: Chief of Dentistry

BASE: Oral Health Directorate Office, Stobhill Hospital, Glasgow

REMUNERATION: 5 PAs plus responsibility supplement £18,100 - £21,200

HOURS: 5 sessions per week 0.5 WTE (1 session = 4 hours)

DURATION: Fixed term for 3 years (reviewed after 3 years)

Applications are invited for the post of Chief of Dentistry within NHSGGC Oral Health Directorate. The post holder will be the senior clinical dentistry advisor to NHSGGC and be the lead contact for Scottish Government in relation to clinical activity for Dentistry within NHSGGC.

The Chief of Dentistry will be expected to provide clinical leadership, advice, and support to:

- The General Manager – Oral Health
- The Oral Health Senior Management Team
- Director of Regional Services / Chief Officer East Dunbartonshire HSCP
- Medical Director and Chief Executive of NHSGGC
- GDPs and other NHS external contractors working within NHSGGC
- Scottish Government

For an informal discussion on the post please contact Lisa Dorrian, General Manager, Oral Health Directorate on 0141 201 3764 or by email at lisa.dorrian@nhs.scot

**To all Consultant Dentists and Dentists
NHS Greater Glasgow and Clyde**

As you will be aware the 2018 Oral Health Improvement Plan for Scotland had as a key objective the development of the role of Director of Dentistry within each health board. I attach an advert and job description for this post which outlines the main duties and responsibilities.

The NHSGGC Oral Health Directorate operates across the whole board area and is accountable for Primary Care Dental Services through East Dunbartonshire HSCP and through Regional Services for Secondary Care. The Chief of Dentistry plays a key role in supporting the Chief Officer and Director in discharging their clinical governance responsibilities in relation to dentistry.

We are writing to all Consultants and Dentists within NHSGGC to invite you to apply for the post of Chief of Dentistry. The Chief of Dentistry plays a key role in providing clinical leadership, advice, and support to their colleagues within both primary and secondary care and GPs working within NHSGGC. The post holder will have a key clinical contribution to make to the on-going development of strategy both locally and nationally; support the integration of health and social care especially in key areas of the Oral Health Improvement Plan; and an effective continuum of care through primary and acute care interface. The post holder will report directly to the Chief Officer, East Dunbartonshire HSCP and professionally to the Health Board's Deput Medical Director for Corporate Services with respect to the overall clinical services strategy for NHSGGC. The post holder will be a member of and support the work of the Chiefs of Medicine Network across NHSGGC and Clinical Directors in HSCP across NHSGGC.

If you wish to discuss your interest informally, please contact me.

**Lisa Dorrian
General Manager
Oral Health Directorate**



GREATER GLASGOW & CLYDE NHS BOARD

1. JOB DETAILS:

Job Title:	Chief of Dentistry
Responsible to:	Chief Officer, East Dunbartonshire HSCP
Professionally Accountable to:	Deputy Medical Director
Location:	Oral Health Directorate Office, Stobhill Hospital

2. JOB PURPOSE:

The post holder will be the single professional source of advice on dental issues for the NHSGGC Chief Executive and Board. The Chief of Dentistry will take counsel as needed and draw together expertise across the full range of matters related to oral health within NHSGGC. The Chief of Dentistry will be an autonomous voice and advocate for professional dental matters to the NHSGGC Board with appropriate support from the Medical Director and wider network.

3. DIMENSIONS:

The Oral Health Directorate provides the overall governance arrangements for primary and secondary oral health care. It provides direct services through the Public Dental Service and Secondary Dental Service and is responsible for those service areas.

The Oral Health Directorate directly manages more than 550 staff across its 27 sites and has registration and governance responsibility for 265 Independent Dental Practices with over 841 General Dental Practitioners.

4. ORGANISATIONAL CHART:

The Oral Health Directorate Organisational Structure and Clinical Leadership Structure is attached at appendix 1.

5. KEY RESULT AREAS:

- In conjunction with the General Manager support the effective management and resolution of operational issues within dentistry and oral health in both primary and secondary care.

Professional Leadership Role:

Working with a range of senior colleagues, the Chief of Dentistry has a vital professional leadership role across both primary and secondary care in:

- Provide the leadership to ensure that an effective framework is in place to support the co-ordination of activities for job planning, appraisal, and practice development planning in a consistent and transparent manner.
- Ensure management of disciplinary issues for dental staff in accordance with the relevant NHSGGC and Professional Policies and Procedures. The post holder will be responsible for making a referral to the NHS Tribunal or GDC, as appropriate, where concerns about a dentist exist.
- Ensure that the interests of NHSGGC are advocated and represented effectively within the context of National or Regional health improvement development activity.

Management Team Role:

The Chief of Dentistry is the professional dental leader within NHSGGC and has an important management role in ensuring the effective setting of the clinical and service delivery strategy, timescales, and overall performance:

- Provide the strategic oversight to the development and management of safe, effective, and sustainable clinical dental services on a whole systems basis.
- Provide the specialist dental and oral health advice to the Chief Officers and Health & Social Care Partnerships on primary care dental issues and developments.
- Provide specialist dental and oral health advice to the Director of Regional Services and Chief of Medicine on secondary care dental issues and developments.
- Provide specialist dental and oral health advice to the Chief Executive and NHSGGC Board on all dental issues and developments.
- Ensure that there are appropriate communication and engagement frameworks to both support the visibility of the Chief of Dentistry role and to enhance the opportunities for collaboration across professional boundaries.
- Ensure that there is a framework in place to provide appropriate monitoring of the dental workforce to support NHSGGC and / or national strategic objectives.
- Develop strong strategic level engagement with key colleagues, to ensure that there is an appropriate supporting network that will develop high level leadership consensus to implement and deliver national programmes within NHSGGC.
- Have knowledge and understanding of the Health and Care (Staffing) (Scotland) Act 2019 guiding principles and duties and how they relate to this role. Escalate any staffing concerns which will impact on the health, wellbeing, and safety of patients and or staff within their local working structure.

Clinical Governance Role:

The Chief of Dentistry has a key role to ensure that appropriate clinical governance is in place:

- Ensure that there is a framework in place to support the collection and appropriate use of defined information provided for assurance purposes at NHSGGC Board level. This will include a reporting function to highlight any significant variation in clinical quality and/or patient safety matters to the Board.
- In collaboration with the Clinical Governance Leads ensure that a system is in place to allow dental teams to demonstrate commitment to clinical governance and service improvement.
- Ensure that systems and processes are in place to review and manage remedial action emerging from clinical incidents, complaints, Ombudsman Reports, and patient feedback. This will include ensuring lessons are learnt and improvements progressed.
- At NHSGGC level lead the implementation and pace of a quality improvement plan for dentistry.

Budgetary Management Role:

The Chief of Dentistry has a role in the effective management of dental budgets to ensure that these are used to best effect and deliver improved health outcomes for patients:

- Ensure that there is a process in place to work in collaboration with the General Manager to assess the effective deployment of all resources in relation to dental budgets and expenditure.

Education and Training Role:

The Chief of Dentistry will have a role in developing the strategic plan for education and Training within the Oral Health Directorate areas:

- Ensure that there is a framework in both primary and secondary care that will deliver consistent job plans that are appropriate for the training of dentists in keeping with GDC requirements. This includes managing the balance between service delivery and training demands.
- In primary care, the post holder should ensure that opportunities are available for dentists and the dental team to develop their skills to improve patient care.

6. ASSIGNMENT AND REVIEW OF WORK

The post reports directly to the Chief Officer, East Dunbartonshire HSCP and the Director, Regional Services Directorate, NHSGGC. The post is governed within the structure of SOAR, Job Planning for professional purposes and the TURAS management appraisal process.

7. COMMUNICATIONS AND WORKING REALTIONSHPIS

The post holder will develop working relationships and communicate regularly with a wide range of individuals, clinical and non-clinical, internal, and external to NHS Greater Glasgow and Clyde and Scottish Government. These will include: -

Internal

Chief Officers - HSCP
HSCP Senior Management Teams
Board Medical and Nurse Directors
Clinical Directors and Associate Clinical Directors of HSCPs
Chiefs of Medicines within NHSGGC Acute Operating Division
Acute Service Directors
Clinical Governance Manager for HSCPs
Partnerships NHSGGC General Manager for contractor support
Office bearers of LDC
ADC

External

Scottish Government Ministers and office bearers
MSPs, MPs, Local Councilors
Advocacy Groups
Patients Groups
Special Interest Groups
Media
Glasgow University
Glasgow Caledonian University
PSD
NES

8. EDUCATION AND EXPERIENCE

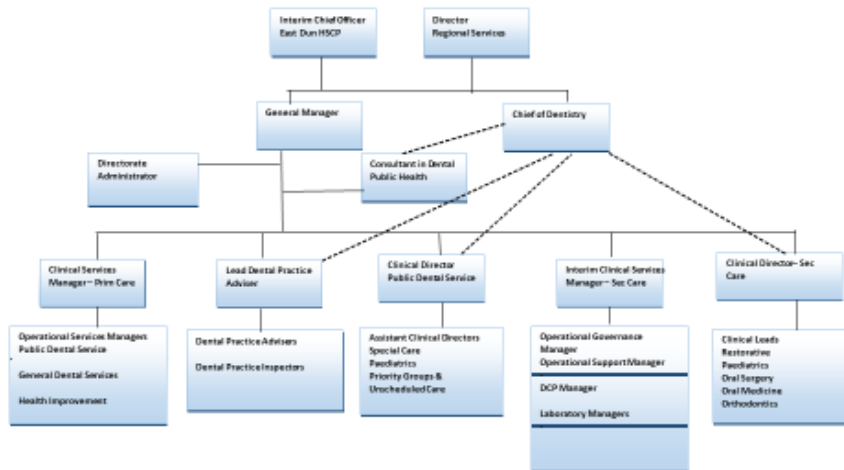
- Fully registered dentist with current GDC registration and be working within NHS primary or secondary care dentistry, or within public health dentistry.

- Demonstrable commitment to improving patient care.
- Demonstrable and relevant experience of strategic decision making / planning / redesign of services.
- Proven leadership experience.
- Excellent interpersonal skills.
- Evidenced commitment to continuous professional development.
- Demonstrable ability to use data for strategic improvement purposes.

FURTHER INFORMATION

Applicants wishing further information about the post are invited to contact Lisa Dorrian, General Manager, Oral Health Directorate on 0141 201 3764 or by email at lisa.dorrian@nhs.net

Organisational Structure – Oral Health



The Oral Health Clinical Leadership Structure

