

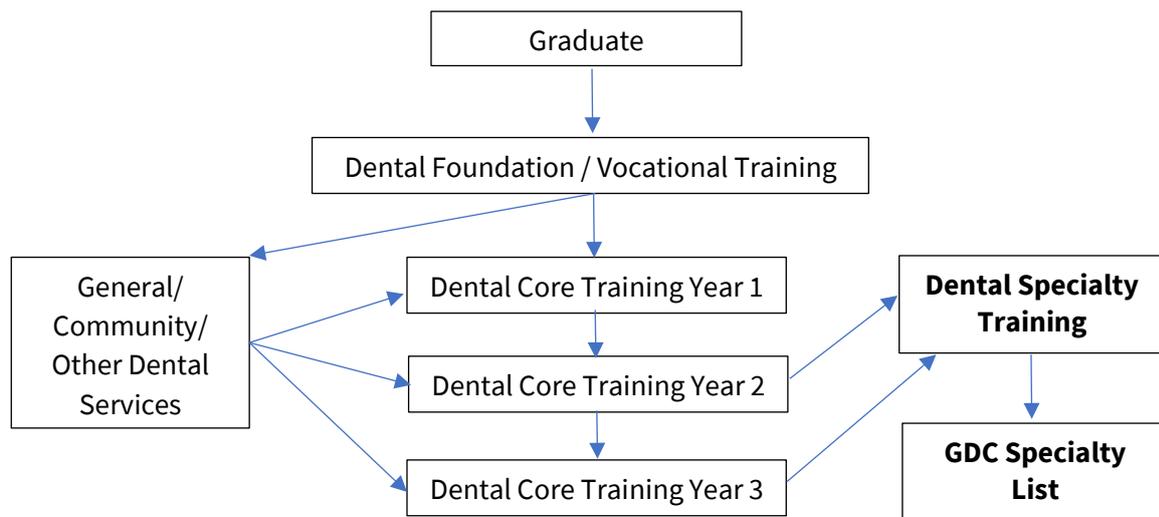
National Certificate of Dental Core Equivalence (NCDCE)

Training Year 1 Competencies

FREQUENTLY ASKED QUESTIONS

Who do I contact if I have a query?
nes.dentaldctequivalence@nhs.scot
Is there a deadline for submissions?
Applications will be accepted during a specific time frame once in each calendar year. The dates of application can be viewed at the following links: <ul style="list-style-type: none"> • Dental DCT Equivalence (NCDCE) NHS Education for Scotland
What happens to my application for NCDCE?
Applications completed will be considered by the Assessment Panel. A lay person (not a dental professional) will attend the review meeting to ensure the process is conducted fairly and in accordance with the guidelines outlined for the assessment of equivalence to DCT1.
How do I know if I do not need to follow the equivalence process?
If you have already completed a recognised DCT1 programme post-2016 or are currently on a DCT1 programme then you do not need to demonstrate <i>by equivalence</i> that you have acquired DCT1 competencies.
I wish to apply for a DCT1 post however I have not undergone a UK recognised Foundation Training post. Do I use this process to demonstrate Foundation Training?
No. This process is purely to demonstrate DCT1 equivalence. If you wish to apply for a DCT1 post you would go through the National Core Training Recruitment process.
Would it be enough for me to submit my DCT1 certificate from pre-2016 with my DCT1 completed professional development portfolio or does the equivalence portfolio in full need to be completed?
You will still be required to submit a complete equivalence portfolio in order that the panel are satisfied you have met all the DCT1 competencies; this is based on the fact that pre-2017 there was not a nationally recognised DCT curriculum (commenced August 2016) and UK posts often differed in training and assessment. You can still use the experience and assessments you gained in your posts as evidence towards the NCDCE. The certificate alone will not count as satisfactory evidence.
I completed a UK deanery recognised DCT1/2 post prior to 2016. Do I still need to go through the equivalence process even though I have certificates signed off by a UK deanery?
Yes. You still need to apply for equivalence through the NCDCE process. Pre-2017 there was not a nationally recognised DCT curriculum (commenced August 2016) and UK posts often differed in training and assessment. You can still use the experience and assessments you gained in these posts as evidence towards the NCDCE.
I have fully completed DCT year 2 however did not do a DCT1 post
If you have completed a UK recognised DCT2 post (post 2017) with a successful Outcome 1, there should be no need to apply for equivalence as you would have had to demonstrate DCT1 equivalence in your application for the DCT2 post and therefore this has been previously demonstrated.
What is the “standard” route to entry into UK dental speciality training?

Whilst there is no prescribed route, most applicants follow this:



I intend to apply for DCT2 but have not completed DCT1 although I am currently in DCT1 training. Do I use this process to demonstrate that I have the equivalent DCT1 competencies?

No. This process is only intended to support those applying for Dental Core training who are not in a recognised DCT1 training programme. It is not designed to be used by those currently within a recognised Dental Core Training Post.

If I have done a Foundation/Vocational Training job but not DCT1 do I need to apply for equivalence?

Yes, if you have not completed DCT1 training (or are not currently in an NHS approved DCT1 post) you will need to apply for equivalence. It is also necessary to ensure you have 24 months clinical experience at time of application and can evidence the DCT1 competencies in your application. If you are currently undertaking DCT1 in an approved programme, then provided this is satisfactorily completed there is no requirement to complete this process for equivalence to apply for Dental Core Training Year 2.

I have completed Foundation/Vocational Training, am I still eligible to apply for equivalence?

Yes. Whilst certification of Foundation/Vocational Training is not a requirement, for those who have achieved this your portfolio can be accepted as contributing evidence. The Panel will not accept a completion certificate alone as evidence.

How long does equivalence last for?

Once you acquire a Certificate of Equivalence to Dental Core Training Year 1 Competencies this continues to be valid on a permanent basis.

Is this Certification of Equivalence Core Training specific?

Yes. This certificate can be submitted for all UK Dental Core Year 2 training posts.

My certificates are not in English. Do I need to have them translated?

A certified, authenticated translation should be provided for any documentation which is not written in English.

Do I need to submit evidence in every section of my portfolio?

No. The panel must be satisfied that you have evidenced all the DCT1 competencies required; how you demonstrate this is your responsibility and will be different for each applicant. Some

sections of the portfolio have been deemed to be “essential”, while others are “desirable”. You should familiarise yourself with the full applicant guidance document, where this is clarified.

What CPD should I provide?

CPD Log - Please only include courses and reflections relevant to the competencies; and which you have undertaken in the last three years. Guidance and a template can be accessed at: <https://www.gdc-uk.org/education-cpd/cpd/cpd-scheme/cpd-supporting-documents>

CPD Certificates - Please only provide certificates for courses that you have included in your log.

PLEASE NOTE - The review panel expects CPD activity to demonstrate a progressive commitment to continuing education.

Can I submit evidence from my Foundation/Vocational Training year?

No, to demonstrate continued learning SLEs and Audit/QI Projects from your Foundation Training year will not be considered as evidence.

Is there a set quantity of each Supervised Learning Events (SLE) / Work Based Assessments (WBA) I need to submit as evidence? How many competencies can I evidence with one SLE / WBA?

The process does not specify numbers. although detailed guidance is available in the applicant guidance document, including a suggestion that 10-15 SLEs are often appropriate in that section of the portfolio. Applicants should be satisfied that they have provided sufficient evidence for the panel to assess.

How do I source appropriate contributors for my Multi-Source Feedback (MSF)?

The contributors will be team members that you work alongside. They should have experience of working with you. They can have a variety of roles whether reception based, DCPs, dental colleagues, managers or educational mentors. It may be necessary and appropriate that some of these contributors will come from outside your immediate working environment, especially if the workplace has a smaller immediate team.

How should I collect the data for the Multi-Source Feedback?

An MSF form should be handed out to all contributors. Suggested forms can be found in the applicants’ guide. For the exercise to be successful the contributors must be able to complete their form anonymously. They then hand it back to someone who can collate the results, including written feedback, into a summary form for you to review. Once you have reviewed the feedback then you should provide written reflection demonstrating insight and what you have learned from completing the exercise. If development needs are identified, you should take steps to remediate or correct any identified gaps.

How should I complete the Patient Satisfaction Questionnaire (PSQ)?

The PSQ is to be handed out to patients that you have treated to gain feedback on the care you have provided. The questionnaires should be handed out to a number of patients by a third party (someone other than yourself) such as your receptionist to remove bias. The forms are either handed back to the person who has distributed them, or they can be returned by post. The data should then be brought together by a third party into a summary document for you to review and reflect on. A sample form can be found at Appendix 11 in the Applicant Guidance.

What happens after the assessment of my application for DCT1 equivalence?

If your application is successful, you will be issued a Certificate of Equivalence to Dental Core Training Year 1 Competencies. If you subsequently apply for dental Specialty training, this Certificate will, when required, provide the proof of equivalence to DCT1.

What happens if my application for DCT1 equivalence is unsuccessful?

If your application is deemed unsuccessful by the Assessment Panel, you will be informed and given the reasons for the decision. You may reapply and submit additional evidence or address the Panels queries in the next application window. Furthermore, you will be provided with information regarding the Appeals Process. You are not required to attend or make representation at an Appeal Panel and the decision of the Appeal Panel is final. No additional information or evidence will be accepted by an appeal panel. We therefore recommend you ensure you submit appropriate evidence in the first instance.

If my application is unsuccessful, can I reapply at a later date?

Yes. Re-applications are permitted. Before you reapply, you are strongly advised to address the deficiencies detailed in the outcome letter as supplied by the panel.

This is why it is strongly advised that you apply for certification as soon as you intend to apply for Dental Core Training 2 and meet the criteria for equivalence.

The certificate does not lapse and can then be used for future applications.

I am currently the practice principal or the senior dentist where I work, who can I ask to carry out Supervised Learning Events (SLEs).

You may ask another experienced clinician (greater than three years clinical experience) in your practice to carry out assessments.

My file size is too large to upload onto the portal as contains clinical photos or radiographs

There is no requirement to upload clinical photos or radiographs to support your application.

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NCDCE Secretariat