

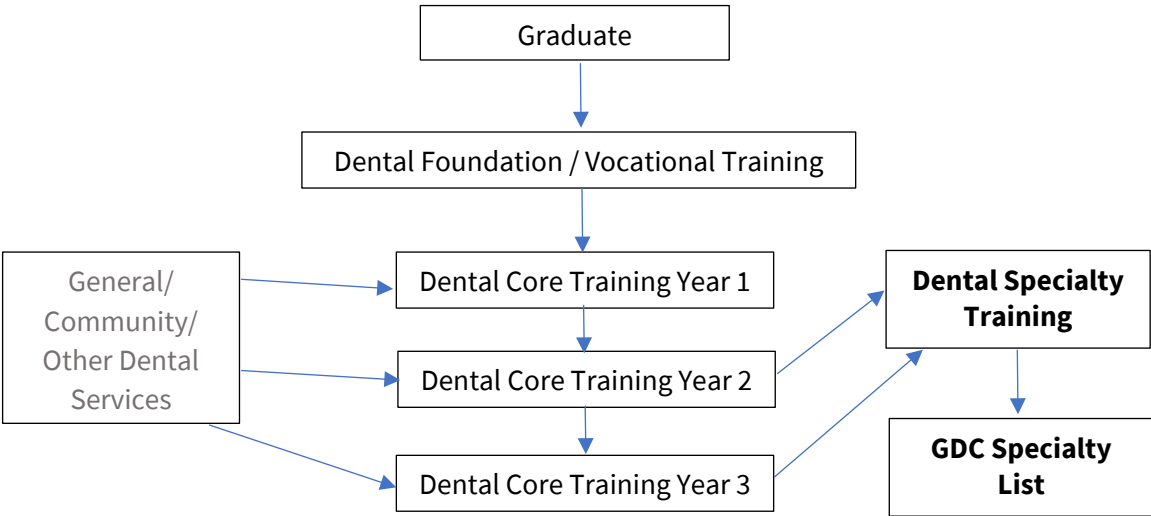


# National Certificate of Dental Core Equivalence (NCDCE)

## Training Year 2 Competencies

### FREQUENTLY ASKED QUESTIONS

<b>1</b>	<b>Who do I contact if I have a query?</b>
	<a href="mailto:nes.dentaldct2equivalence@nhs.scot">nes.dentaldct2equivalence@nhs.scot</a>
<b>2</b>	<b>Is there a deadline for submissions?</b>
	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"> <li>• <a href="#">Dental DCT Equivalence (NCDCE)   NHS Education for Scotland</a></li> <li>• <a href="#">National Certificate of Dental Core Equivalence (NCDCE) - COPDEND</a></li> </ul>
<b>3</b>	<b>What happens to my application for NCDCE?</b>
	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 DCT2.
<b>4</b>	<b>How do I know if I do not need to follow the equivalence process?</b>
	If you have already completed a recognised DCT2 programme post-2016 or are currently on a DCT2 programme then you do <u>not</u> need to demonstrate <i>by equivalence</i> that you have acquired DCT2 competencies <b>NB.</b> However, in either case, <ul style="list-style-type: none"> <li>• You <i>must</i> have been appointed to a DCT2 post through a UK NHS National Recruitment or Deanery-approved process.</li> <li>• To be eligible to commence any dental speciality training programme, you <i>must</i> have received an Outcome1 at your DCT2 <b>Final Review of Competence Progression</b> (FRCP).</li> </ul>
<b>5</b>	<b>I wish to apply for a DCT2 post however I have not undergone a UK recognised DCT1 post. Do I use this process to demonstrate DCT1?</b>
	No. This process is purely to demonstrate DCT2 equivalence. If you wish to apply for a DCT2 post you would go through the National Core Training Recruitment process.
<b>6</b>	<b>Would it be enough for me to submit my DCT2 certificate from pre-2016 with my DCT2 completed professional development portfolio or does the equivalence portfolio in full need to be completed?</b>
	You will still be required to submit a complete equivalence portfolio in order that the panel are satisfied you have met all the DCT2 competencies; this is based on the fact that pre-2017 there was not a nationally recognised DCT curriculum 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.
<b>7</b>	<b>I completed a UK deanery recognised DCT2/3 post prior to 2017. Do I still need to go through the equivalence process even though I have certificates signed off by a UK deanery?</b>
	Yes. You still need to apply for equivalence through the NCDCE process. Pre-2017 there was not a nationally recognised DCT curriculum 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.
<b>8</b>	<b>I have fully completed DCT year 3 however did not do a DCT2 post</b>
	If you have completed a UK recognised DCT3 post (post 2017) with a successful Outcome 1, there should be no need to apply for equivalence as you as you would have had to demonstrate DCT2 equivalence in your application for the DCT3 post and therefore been previously demonstrated.
<b>9</b>	<b>What is the “standard” route to entry into UK dental speciality training?</b>

	<p>Whilst there is no prescribed route, most applicants follow this:</p>  <pre> graph TD     Graduate[Graduate] --&gt; DFT[Dental Foundation / Vocational Training]     DFT --&gt; DCT1[Dental Core Training Year 1]     DCT1 --&gt; DCT2[Dental Core Training Year 2]     DCT2 --&gt; DCT3[Dental Core Training Year 3]     DCT3 --&gt; DST[Dental Specialty Training]     DST --&gt; GDC[GDC Specialty List]          GCS[General/Community/Other Dental Services] --&gt; DCT1     GCS --&gt; DCT2     GCS --&gt; DCT3 </pre>
10	<p><b>I intend to apply for DCT3 but have not completed DCT2 although I am currently in DCT2 training. Do I use this process to demonstrate that I have the equivalent DCT2 competencies?</b></p>
	<p>No. This process is only intended to support those applying for Dental Specialty training who are not in a recognised DCT2 training programme. It is not designed to be used by those currently within a recognised Dental Core Training Post. To be eligible to commence any dental speciality training programme, you <i>must</i> have received an Outcome 1 at your DCT2 <b>Final Review of Competence Progression</b></p>
11	<p><b>If I have done a DCT1 job but not DCT2 do I need to apply for equivalence?</b></p>
	<p>Yes, if you have not completed DCT2 training (or are not currently in a NHS approved DCT2 post) you will need to apply for equivalence. It is also necessary to ensure you have 36 months clinical months experience at time of application and can evidence the DCT2 competencies in your application.</p> <p>If you are currently undertaking DCT 2 in an approved programme then provided this is satisfactorily completed there is no requirement to complete this process for equivalence to apply for Specialty training.</p>
12	<p><b>I have completed DCT1, am I still eligible to apply for equivalence?</b></p>
	<p>Yes. Whilst certification of DCT1 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.</p>
13	<p><b>How long does equivalence last for?</b></p>
	<p>Once you acquire a Certificate of Equivalence to Dental Core Training Year 2 Competencies this continues to be valid on a permanent basis.</p>
14	<p><b>Is this Certification of Equivalence Specialty specific</b></p>
	<p>No. This certificate can be submitted for all UK speciality training posts</p>
15	<p><b>Which NHS commissioned dental Specialty training programmes require satisfactory completion of DCT year 2 or equivalent?</b></p>
	<p>As of 1st January 2021, this is a requirement of all dental Specialty Training programmes*:  <i>*This requirement is subject to change. Please refer to the latest relevant Person Specification, which can be found at:</i></p>

	<a href="https://www.copdend.org/postgraduate_training/national-person-specification">https://www.copdend.org/postgraduate_training/national-person-specification</a>
<b>16</b>	<b>My certificates are not in English. Do I need to have them translated?</b>
	A certified, authenticated translation should be provided for any documentation which is not written in English.
<b>17</b>	<b>Do I need to submit evidence in every section of my portfolio?</b>
	No. The panel must be satisfied that you have evidenced all the DCT2 competencies required; how you demonstrate this is your responsibility and will be different for each applicant.
<b>18</b>	<b>I have completed a postgraduate qualification. What competencies are relevant to this postgraduate qualification?</b>
	It is your responsibility to provide evidence to the panel in the relevant section if you believe completion of the qualification entailed meeting specific competencies. The panel will not assume that competencies have been met because a specific qualification has been acquired.
<b>19</b>	<b>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?</b>
	The process does not specify numbers. Applicants should be satisfied that they have provided sufficient evidence for the panel to assess.
<b>20</b>	<b>How do I source appropriate contributors for my Multi-Source Feedback (MSF)?</b>
	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.
<b>21</b>	<b>How should I collect the data for the Multi-Source Feedback?</b>
	A 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.
<b>22</b>	<b>How should I complete the Patient Satisfaction Questionnaire (PSQ)?</b>
	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.
<b>23</b>	<b>What happens after the assessment of my application for DCT2 equivalence?</b>
	If your application is successful you will be issued a Certificate of Equivalence to Dental Core Training Year 2 Competencies. If you subsequently apply for dental Specialty training, this Certificate will, when required, provide the proof of equivalence to DCT2.
<b>24</b>	<b>What happens if my application for DCT2 equivalence is unsuccessful?</b>
	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.
<b>25</b>	<b>If my application is unsuccessful, can I reapply at a later date?</b>
	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 consider you intend to apply for Specialty training and meet the criteria for equivalence. The certificate does not lapse and can then be used for future applications.
<b>26</b>	<b>I am currently the practice principal or the senior dentist where I work, who can I ask to carry out Supervised Learning Events (SLEs).</b>
	You may ask another experienced clinician (greater than three years clinical experience) in your practice to carry out assessments.
<b>27</b>	<b>My file size is too large to upload onto the portal as contains clinical photos or radiographs</b>
	There is no requirement to upload clinical photos or radiographs to support your application.