**Dental & Maxillofacial Training Programme**

**Job Description**

**Post Details**

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| **HEE Office:** | HEEYH |
| **Job Title:** | ST1 Dental & maxillofacial radiology |
| **Person Specification:** | National Pers Spec |
| **Hours of work & nature of Contract:** | 40 hours per week, permanent post for 4 years |
| **Main training site:** | Leeds Dental Hospital, Leeds Teaching Hospitals NHS Trust (LTHT) |
| **Other training site(s):** | There will be training opportunities in a number of Radiology Departments in the Yorkshire and Humber region including Radiology Departments within LTHT and Mid Yorkshire Hospitals NHS Trust |

**Organisational Arrangements**

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| **Training Programme Director (TPD):** | Brenda Murray |
| **TPD contact details:** | Radiology Department  Leeds Dental Institute  Clarendon Way  Leeds LS2 9LU |

**Training Details**

**(Description of post)**

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| There is one Specialist Registrar Appointment (StR) in Dental & Maxillofacial Radiology based at Leeds Dental Institute. Manpower and educational approval has been granted. These posts are training posts complying with the recommendations of the Joint Committee for Specialist Training in Dentistry. The post is available from September 2021. |

**Duties and Responsibilities of postholder**

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| Candidates will be expected:  - Upon to appointment, enroll with the Specialist Advisory Committee for the Additional Dental Specialties at which point they will be allocated a training number and will be required to maintain training records.  The normal period of training will be four years of consecutive training.  During the period of appointment the programme will include:  - Clinical: Whilst based principally at Leeds Dental Institute and Radiology Departments within LTHT, experience particularly in Head Neck Radiology will be gained at surrounding centres e.g. Mid Yorkshire Hospitals NHS Trust. Trainees will have access to the training opportunities provided through the Leeds and West Yorkshire Radiology Academy and where appropriate training will be integrated with that of the Clinical Radiology Trainees.  - Research: Research activity will be supported and active participation in local research groups will be encouraged. The department has good links with other clinical specialties within the Leeds Dental Institute, Medical Physics and Head and Neck Radiology within LTHT.  - Audit/Quality Improvement Programmes: The StR will be expected to participate in clinical audit, both at a departmental and regional level.  -Management Experience: Trainees are encouraged to attend management courses where appropriate for specialist registrars.  - Teaching: The StR will be expected to participate in Dental and Hygiene and Therapy Undergraduate teaching and Postgraduate teaching in radiology and radiography. They will alo contribute to teaching in dental radiology to Clinical Radiology trainees and to the provision of IRMER courses via HEEYH.  - The post is full time and non-residential with no on-call commitment |

**Description of main training site**

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| **Leeds Dental Institute (LDI)**  The Dental Institute is situated on the ground floor of the Worsley Medical and Dental building which also accommodates the Dental School, the Medical School and the University of Leeds Health Sciences Library. It is situated on the southern side of the University campus half a mile from the city centre.  Since 2003, the LDI has been undertaking a period of expansion and transformation.   An ambitious refurbishment of the main LDI clinical areas has been recently completed, including refurbishment of the Dental & Maxillofacial Radiology Department. The Department boasts a large volume CBCT, a combined small volume CBCT/Pan/Ceph, a Pan/Ceph, a panoramic machine and four intra-oral x-ray sets. The large volume CBCT was installed in March 2018 and the pan/ceph in October 2019. Peripheral sites providing dental and maxillofacial imaging to support clinical services have been established at two additional sites within LTHT (Chapel Allerton Hospital and Wharfedale Hospital). There is also a Clinical Translational Research unit, which enhances the recently extended and upgraded clinical skills and flat space teaching estate within the Worsley building. These projects represented some £15M investment to deliver for the LDI a first class clinical and academic environment.    Clinical service improvements have been facilitated by the Cone Beam CT service and digital imaging facility with a new PACS system being commissioned in 2013. The electronic patient record system was introduced in January 2015. Training of the dental team includes not only Undergraduate and Postgraduate Dental programmes, but also education for Dental Nurses, Dental Technicians, Dental Hygienists and Therapists and offers vital team working experience.  The University of Leeds has recently re-established the School of Dentistry with the Dean being Dr Alan Mighell.  From 1st April 2013, the NHS Trust reorganisation established the Leeds Dental Institute as one of 19 new Clinical Service Units and Clinical Support Units. The NHS management team is composed of:-   |  |  | | --- | --- | | **Role** | **Name** | | Clinical Director | John Steele | | General Manager | Jonathan Lockwood | | Clinical Dental Nurse Manager | Andrea Leech |   Clinical service departments include:-   * Restorative Dentistry * Oral & Maxillofacial Surgery * Oral Medicine * Paediatric Dentistry * Orthodontics * Dental and Maxillofacial Radiology   **Dental & Maxillofacial Radiology**  Within LTHT, the Dental and Maxillofacial Radiology Service provides a plain film and CBCT service to LTHT patients. In addition it provides a regional CBCT service to 10 surrounding Trusts in North and South Yorkshire. Specialist remote reporting services are also provided to Northern Ireland and regional Trusts. The Dental and Maxillofacial Radiologists form part of the Head and Neck Team within LTHT. As part of this team they provide the diagnostic and interventional sialography service, contribute to the Head and Neck ultrasound service (both diagnostic and interventional) and the cross-sectional imaging service (CT and MRI). They are also involved in the Head and Neck Oncology MDT and lead the Salivary Gland MDT.  The Dental & Maxillofacial Radiologists provide teaching in radiology and radiography to undergraduate Radiography students,undergraduate and postgraduate Dental students and undergraduate Hygiene and Therapy students and training to Dental Core Trainees and Specialist Registrars in Dental & Maxillofacial Radiology and Clinical Radiology.  **Consultant Staff:**   |  |  | | --- | --- | | **Dr Brenda Murray** | Consultant in Dental & Maxillofacial Radiology, Head of Department, Training Programme Director for Specialist Training in Dental & Maxillofacial Radiology, Honorary Senior Lecturer, Chair of the Specialist Advisory Committee for the Additional Dental Specialties | | **Miss Rosalyn Clarkson** | Consultant in Dental & Maxillofacial Radiology, Honorary Lecturer | | **Mr Niall O’Neill** | Consultant in Dental & Maxillofacial Radiology, Honorary Lecturer |     **Other Staff with Dental & Maxillofacial Radiology , LDI**    1 Specialty Registrar  1 Dental Core Trainee post  0.5 Radiographer Team Manger  2 Band 6 Radiographer  1 Band 5 Radiographer  3 Band 5 dental nurses  2 Band 3 Dental Radiography Administrator  1 Band 2 Administrator |

**Staff involved in training:**

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| **Name** | **Job Title** | **Site** | **Role** |
| Brenda Murray | Consultant Dental & Maxillofacial Radiologist | LDI | Training Programme Director  Educational Supervisor  Clinical supervisor |
| Rosalyn Clarkson | Consultant Dental & Maxillofacial Radiologist | LDI | Clinical supervisor |
| Niall O’Neill | Consultant Dental & Maxillofacial Radiologist | LDI | Clinical supervisor |
| Karthik Shishir | Consultant Head and Neck Radiologist | Radiology LTH NHST | Clinical Supervisor |
| Sriram Vaidyanathan | Consultant Head and Neck Radiologist | Radiology LTH NHST | Clinical Supervisor |
| Seung-Jin Choi | Consultant Head and Neck Radiologist | Radiology LTH NHST | Clinical Supervisor |
| Nicholas Spencer | Consultant Head and Neck Radiologist | Radiology MYH NHST | Clinical Supervisor |
| Nalinda Panditaratne | Consultant Head and Neck Radiologist | Radiology MYH NHST | Clinical Supervisor |

**Indicative timetable**

## Proposed Draft Timetable for Dental & Maxillofacial Radiology\*

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|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **Morning** | \*\*Head and Neck Oncology MDT  Administration | Research/  audit | Head and Neck Ultrasound | Head and neck MRI/CT reporting | \*\*\*Salivary gland MDT  Sialography |
| **Afternoon** | Plain film and CBCT reporting | Radiography | Plain film and CBCT reporting | Plain film and CBCT reporting | Study |

\*subject to modification, according to training requirements and departmental needs.

\*\* 0830 to 1000 hours

\*\*\* 0800-0900 hours

**Terms and Conditions**

**General**

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| The appointment is covered by the Terms and Conditions of Service for Hospital Medical and Dental Staff and by the Whitley Councils for the Health Services (Great Britain) Conditions of Service, as well as local agreements as amended from time to time.  **Hours and Salary**  The standard hours of duty will be the working week of forty hours (no on-call). The current nationally agreed Specialty Registrar salary rates will apply.  Trainees may be eligible to claim travelling expenses in accordance with Section 23 (except paragraph 2.4 and 4) of the GWC Conditions, and paragraph 227-302 of The Hospital Medicine and Dental Staff Terms and Conditions.  **Medical Clearance**  Any offer of appointment is subject to satisfactory medical clearance and confirmation that the successful candidate is Hepatitis B immune. Titre levels are checked by the Occupational Health Service prior to formal offer of appointment.  **Medical Indemnity**  The employee is normally covered by the NHS Hospital and Community Health Service indemnity against the claims of medical negligence. Health Departments advise that employees maintain membership of a defence organisation, as in certain circumstances the employee may not be covered by the indemnity.  The employee must hold current registration with the General Dental Council. |

**Study Leave**

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| Study leave will be granted according to the nationally agreed Terms and Conditions.  Study leave should only be taken after agreement with the Educational Supervisor and Training Programme Director. Study leave forms need to be completed and approved in order for clinics to be cancelled and for HEEYH to reimburse expenses. A summary of all study leave allowance needs to collated and sent to the TPD (update as necessary).  HEEYH have a curriculum delivery resources matrix which lists which courses will be funded during the specialty training. Courses not on this matrix will be considered on a case by case basis.  6-8 weeks’ notice will be required to cancel clinics in order to attend any courses (depending upon unit). The Specialty Registrar will be responsible for completing the paperwork to ensure that clinics are cancelled within the appropriate timescale.  Attendance at local/regional meetings, audit etc will be supported and travel reimbursed if part of the training programme  Examinations – Travel and Subsistence will be available for the sitting of specialty examinations but time will not be allowed for additional examination prep (unless taken as annual leave). |

**Annual Leave**

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| Annual leave will be granted according to the nationally agreed Terms and Conditions.  Annual leave should only be taken after agreement with the educational Supervisor and Training Programme Director.  6-8 weeks’ notice will be required to cancel clinics for annual leave (depending upon unit). The Specialty Registrar will be responsible for completing the paperwork to ensure that clinics are cancelled within the appropriate timescale |

**Other information**

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| Rehabilitation of Offenders Act 1974  Because of the nature of the work, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Applicants for the post are not entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act and, in the event of employment, any failure to disclose such convictions could result in disciplinary action or dismissal by the Authority. Any information given will be completely confidential and will be considered only in relation to an application for a position to which the order applies.  ROTATIONS  All rotations are subject to revision in the light of recommendations by the Speciality Training Committee  TRAINING IN RADIATION PROTECTION  Any person who has direct control over the exposure of a patient must have a 'Core of Knowledge'.  NOTICE  A period of three months' notice is applicable to this appointment (Paragraph 197a of the Terms and Conditions of Service for Hospital Medical and Dental Staff refers). Resignation letters must be sent to Yorkshire Deanery Medical Personnel Department.  FLEXIBLE TRAINING  Applicants considering working flexibly should contact the Postgraduate Dental Deans Office on 0113 343 1526  EMPLOYMENT ARRANGEMENTS  The Leeds Teaching Hospitals NHS Trust holds the employer's responsibility for all Registrars, Senior Registrars and Specialist Registrars within the Yorkshire Deanery and therefore doctors appointed to this post will be employed by the Leeds Teaching Hospitals NHS Trust. Details of employment policies are provided on appointment.    These arrangements are fully supported by the BMA. |