

**Consultant in Special Care Dentistry**

**HDFT Community Dental Services  
Children and Countywide  
Community Care Directorate**

Post reference: 421-MS-1110K

**Harrogate and District NHS Foundation Trust  
Lancaster Park Road  
Harrogate  
HG2 7SX**

[Hdft.medicalworkforce@nhs.net](mailto:Hdft.medicalworkforce@nhs.net) ☎ 01423 554435

## Consultant in Adult Special Care Dentistry

HDFT Community Dental Services is seeking to recruit a Consultant in Special Care Dentistry to work within the senior management team to deliver level 3 Special Care dentistry and support in development of the Community Dental Service to meet the needs of the population of North Yorkshire and York.

This post is offered for up to 8PAs per week.

HDFT CDS works across North Yorkshire and York delivering level 2 and 3 Special Care and Paediatric Dentistry from 11 sites organised into over 2 locality teams.

Duties will be based at multiple sites within the HDFT Community Dental Service covering North Yorkshire and York.

The main duties of the post will include

- To take a lead role as a Consultant in Special Care Dentistry within HDFT Community Dental Service Services including delivering of care within commissioned time frames
- To provide comprehensive care to patients referred into the Community Dental service that requires specialist level intervention
- To lead the Special Care Dental General Anaesthetic service in the HDFT Community Dental Service CDS
- To lead and manage the specialist Special Care dental team and support development of the wider team in the delivery of level 2 and 3 Adult Special Care dentistry
- To play an integral role in the senior management team providing strategic direction and clinical leadership of the service
- To play an integral role in developing Special Care Dentistry regionally through working with the Managed Clinical Network for Adult Special Care Dentistry
- Educational and Clinical supervision of trainees accommodated within the HDFT Community Dental Service
- Supporting Professional Activities in accordance with the Trust Framework, with *at least* a minimum of 1.5 SPAs included in a core 8 PA timetable. Additional SPA or DCC time may be commissioned in line with the skills of the successful candidate and changing requirements of the service.
  - o Examples may include formal teaching responsibilities or departmental leadership roles

## Personal Specification

| <b>CRITERIA<br/>RELEVANT<br/>TO THE JOB<br/>e.g.<br/>Experience,<br/>education,<br/>disposition</b> | <b>ESSENTIAL<br/>REQUIREMENTS<br/>necessary for safe<br/>and effective<br/>performance in the<br/>job</b>  | <b>ADDITIONAL/USEFUL<br/>elements that<br/>contribute to<br/>improved/immediate<br/>performance in the<br/>job</b>  | <b>HOW<br/>IDENTIFIED<br/>e.g. application<br/>form,<br/>interview,<br/>reference</b> |
|---|--|---|---|
| GDC<br>Registration   | GDC Full<br>registration<br><br>On Specialist List<br>for Special Care<br>Dentistry  |   | Application form  |
| Qualifications  | BDS or equivalent<br><br>Membership in<br>Special Care<br>dentistry or<br>equivalent<br><br>Successful<br>completion of post-<br>CCST training or<br>equivalent (eligible if<br>completion within 6<br>months of date of<br>interview) | MFDS or equivalent<br>Higher degree<br><br>Publications in peer<br>reviewed journals<br><br>Additional post<br>Specialist qualification<br>experience in Adult<br>Special Care dentistry<br>or equivalent | Application form<br><br>Certificates  |
| Right to work   | Eligibility to work in<br>the UK<br><br>Valid NHS<br>performer number  |   | Application form  |
| Experience  | Fully accredited by<br>college and<br>acceptable to<br>college<br>representative<br><br>Up to date<br>knowledge, skills<br>and attitudes<br>appropriate to the<br>practice of Special  | Computer literate<br><br>Experience of working<br>within Community<br>Dental setting<br><br>Teaching qualification  | Application form<br><br>Interview<br><br>E-portfolio                                  |

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|                     | <p>Care Dentistry in the UK</p> <p>Experience of providing dental treatment for Adult Special Care patients, including those with complex co-morbidities and additional needs</p> <p>Experience providing treatment under conscious sedation and general anaesthetic</p> <p>Experience of Educational supervision/clinical supervision/teaching</p> |  |  |
| Management skills   | <p>Demonstrates intelligent and analytical approach to problem solving. Good time management. Ability to lead and motivate</p>  | <p>Possess good organisational and personal management skills</p> <p>Experience of leadership and change management in developing a Community Dental Service</p>   | <p>Application form</p> <p>E-portfolio</p> <p>Interview</p>                                    |
| Personal Attributes | <p>Ability to contribute to the development of the Trust and its services</p> <p>Able to communicate clearly and effectively with staff and patients</p> <p>Caring and compassionate</p> <p>Flexible &amp; adaptable</p> <p>Willingness to provide and learn all</p>  | <p>Has personal insight into own strengths and weaknesses</p> <p>Evidence of multidisciplinary team working</p> <p>Understanding and personal fit with Trust Values and Behaviour</p> <p>Demonstrates awareness of the current UK Healthcare system and the need to develop services</p> | <p>Interview.</p> <p>E-portfolio</p> <p>Medical Questionnaire.</p> <p>DBS Application form</p> |

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|  | aspects of hospitals internal systems and processes and adhere to local policies<br><br>Physically able to carry out the duties as specified in the job description and ability to evidence competencies<br><br>Ability to travel between sites across the Service | in line with current policy |  |
|--|--|-----------------------------|--|

## Visiting Our Trust

Visits to the Trust are encouraged and our medical and executive leaders would be pleased to meet prospective candidates to discuss our Trust and your aspirations.

To arrange a visit please contact our Dentistry Department via [Yasmin.higgins@nhs.net](mailto:Yasmin.higgins@nhs.net)

In the case of candidates travelling from abroad, travelling expenses are normally payable only from the point of entry to the UK.

## Mentoring

Newly appointed senior medical staff will be offered mentoring opportunities either within the department or within the wider Trust and may be specified by the appointments committee. There is an induction and development programme for all new staff.

## Continuing Professional Development

The Trust requires all its clinicians to engage with continuing professional development, guided by the relevant professional associations or Royal Colleges. Time and funding is provided according to departmental and Trust policies, subject to approval through the clinical management structures. There is a programme of mandatory training which all relevant staff must complete as required.

## Teaching

The Trust is keen to maintain its reputation for high quality training and to attract the highest calibre of trainee and career-grade doctors. All senior clinicians are involved in training our clinicians, students and other professions. There are many

opportunities to develop training and education roles and many have taken on educational leadership roles within and beyond the Trust.

## **Research**

Medical staff are encouraged to develop areas of personal and/or research interest. This can be developed in liaison with the Trust's R&D department and in line with prevailing policies and research frameworks. The Trust is developing an expanding and outward-looking research programme.

## **Audit and Clinic Governance**

There is a rolling half-day clinical governance programme and audit meetings are well attended and lively. The Clinical Audit Department assists with setting and supporting an audit programme for the Service with which all colleagues are encouraged to engage. Clinical Audit is considered within objectives as part of job planning.

## **Job Planning, Appraisal & Revalidation**

All our senior clinicians will engage positively with appraisal and revalidation. Job Planning takes place with our dentists and clinical teams on an annual cycle.

## **Representation**

Our Senior Medical Staff Committee provides a forum to liaise with and advise our senior management team. The BMA-accredited Local Negotiating Committee negotiates on terms-and conditions matters.

## **General Conditions**

The post is advertised on a part time basis and on the basis of the prevailing national TCS and pay scales for this grade. These may be obtained from the NHS Employers website or provided upon request as well as details of joining the NHS Pension Scheme.

The appointment is subject to satisfactory medical health clearance from the Trust's Occupational Health Department. The successful applicant may be required to undergo an examination prior to taking up appointment. The post is subject to an enhanced DBS clearance evidenced by the applicant.

This post is exempt from the provisions of section 4 (2) of the Rehabilitation of Offenders Act 1974. You are **not** entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act. Any information given will be completely confidential and will be considered only in relation to your application for this post.

## Harrogate Foundation Trust

**HARROGATE AND DISTRICT NHS FOUNDATION TRUST (HDFT)** was founded under the Health and Social Care (Community Health and Standards) Act 2003 and authorised as an NHS Foundation Trust from 1 January 2005.

HDFT is the principal provider of hospital services to the population of Harrogate and the surrounding district, and also provides services to North and West Leeds. In total this covers a catchment population for the acute hospital of approximately 316,000 people. In addition, the Trust provides some community services across North Yorkshire (with a population of 621,000 people) and provides Children's and Young People's Public Health Services between birth and 19 (or in some cases 25) years of age in North Yorkshire, County Durham, Darlington, Middlesbrough, Stockton-On-Tees, Sunderland, Gateshead, Northumberland and Wakefield. The Trust's Children's Public Health Services look after almost 600,000 children across these localities.

### Our Acute Services

Harrogate District Hospital has:

- an Emergency Department
- extensive outpatient facilities
- an Intensive Therapy Unit and a High Dependency Unit
- a Coronary Care Unit
- five main theatres and a Day Surgery Unit with three further theatres
- The Hospital provides emergency, urgent, outpatients, day case and inpatient services across a comprehensive range medical and surgical specialties
- The Sir Robert Ogden Macmillan Centre (SROMC) provides assessment, diagnosis and treatment for patients with cancer
- Dedicated purpose-built facilities are also provided on site for Cardiology, Endoscopy, Pathology, Pharmacy, Imaging and Therapy Services, as well as a Child Development Centre, Stroke Ward and Women's Unit
- The Trust provides Maternity Services with an Antenatal Unit, Central Delivery Suite, Special Care Baby Unit (SCBU) and Post Natal ward, together with an Early Pregnancy Assessment Unit



Ripon Community Hospital has:

- an inpatient rehabilitation ward
- minor injuries unit
- diagnostics and offers a range of outpatient services to Ripon and the surrounding area
- It also provides a base for the integrated health and social care Community Care Team and community midwifery services in the Leon Smallwood unit



HDFT also acts as the first contact for access to more specialist services through alliance-based working with neighbouring hospitals. These extended services are provided by visiting consultants, or alternatively by the patient travelling to hospitals in York or Leeds.

The range of hospital services that are provided in partnership with York and Scarborough Teaching Hospital NHS Foundation Trust (YSTHFT) include Breast and Cervical Screening, Dermatology, Ear Nose and Throat (ENT), Neurophysiology, Non-Surgical Oncology, Ophthalmology, Oral and Maxillofacial Surgery, Orthodontics, Renal Medicine, Rheumatology, Urology, and Vascular. An outpatient renal dialysis unit is provided at a facility on the Harrogate District Hospital site, managed by YSTHFT.

In addition, HDFT has a number of established clinical links with the Leeds Teaching Hospitals NHS Trust (LTH). These include care for Coronary Heart Disease, Plastic Surgery, Specialist Adult Special Cares, visiting consultants providing additional support to HDFT's own Neurology service and access to specialist Cancer Services. Links have also been strengthened with commissioners in Leeds, providing further services in Orthopaedics and General Surgery and an outpatient clinic for ENT services at Chapeltown Health Centre.

Additional outpatient outreach clinics are held at:

- Wetherby Primary Care Centre and Yeadon Health Centre for the specialities of Dermatology, Gastroenterology, General Surgery, Gynaecology, Maternity, Neurology, Adult Special Cares, Respiratory, Rheumatology, Urology, and Vascular clinics.
- Alwoodley Medical Centre which includes clinics for the specialties of Endocrinology, Audiology, ENT, General Surgery, Gynaecology, Orthopaedics, Rheumatology and Urology.
- There is also a dedicated Radiology service providing plain film x-ray and ultrasound services to support the clinics listed above, as well as providing GP Direct Access for the surrounding practices.

Patient choice is an important part of the NHS Constitution and patients from surrounding areas frequently choose HDFT for their care. HDFT will continue



working in partnership with the local Integrated Care Systems (ICSs) to expand secondary care services and meet this demand.

### **Our Community Services**

HDFT also provides a range of community services in Harrogate and the local area as well as across North Yorkshire. Our dedicated and experienced staff, who are based in the communities they serve, offer expertise across a variety of disciplines and work closely with primary care, acute hospitals, social care, mental health and voluntary sector providers.

Services include:

- Community Podiatry Services
- District and Community Nursing
- Community Therapy Services
- GP Out of Hours Services
- Infection Prevention and Control/Tuberculosis Liaison Services
- Minor Injury Units
- Older People and Vulnerable Adults Services
- Safeguarding Children Services
- Community Dental Services
- Specialist Community Services

### **Our Children's and Young People's Services**

HDFT is the largest provider of Children's and Young People's Public Health Services (also known as 0-19 or 0-25 services) in England. We support almost 600,000 children and their families in County Durham, Sunderland, Darlington, Middleborough, Stockton, Gateshead, Northumberland, North Yorkshire and Wakefield. These are universal services which are delivered by multi-disciplinary teams led by Specialist Children's Public Health Nurses, both as Health Visitors (for children up to 5 years old) and School Nurses (for children from 5 years old).

The needs and voices of children, young people and families are at the core of the service which is designed to identify and address their needs at the earliest opportunity, as well as to recognise and build on the strengths that are within individuals. This enables them to be part of the solution to overcome challenges and identify and develop resources within communities so that children, young people and families have access to support when and where they need it.

We work closely with other trusts, local authorities and other organisations to be a strong partner. We are part of the local governance and system working for children's services and we tailor our services to the strengths and challenges of the local population. Many of these services are now delivered through partnership agreements with local authorities and this is a strategy we are keen to replicate in other areas because it enables long term investment and development of the services.

## Our Subsidiary Company



In 2018, HDFT established a wholly owned subsidiary company, Harrogate Healthcare Facilities Management Ltd to provide it with estates and facilities services. The company currently trades as Harrogate Integrated Facilities (HIF) and, while the vast majority of its activity directly supports the Trust to deliver its services, the company has begun to offer services to external organisations such as the Duchy Hospital and a number of dental surgeries.

### HDFT in numbers

|  |   |   |
|--|---|---|
| <b>3</b><br>INTEGRATED CARE<br>SYSTEMS             | <b>OVER</b><br><b>5,000</b><br>COLLEAGUES             | <b>21,000</b><br>VIRTUAL OUTPATIENT<br>ATTENDANCES        |
| <b>118,000</b><br>HOME VISITS                      | <b>HOSPITAL CATCHMENT<br/>AREA</b><br><b>c316,000</b> | <b>£350M</b><br>TURNOVER                                  |
| <b>LOOKING AFTER<br/>OVER 600,000<br/>CHILDREN</b> | <b>COMMUNITY SERVICES<br/>POPULATION c621,000</b>     | <b>LARGEST EMPLOYER<br/>IN HARROGATE AND<br/>DISTRICT</b> |
| <b>55,000</b> EMERGENCY DEPARTMENT<br>ATTENDANCES  |   | <b>OVER 2,000</b> CANCER TREATMENTS                       |

## 1.1 OUR STRATEGY – 2022 AND BEYOND



The aim of our Strategy is to establish shared understanding and clarity for our workforce, Board of Directors and partners about the Trust's purpose, ambitions and priorities. It provides a framework to align our endeavours and mobilise our resources and workforce. Our Strategy is for everyone in the Trust, in every role and every function. It drives our activities as a Trust, as Directorates, Services and individually.



We exist to serve two groups:

- the patients who we care for in our hospitals and community services in Harrogate and District, including wider North Yorkshire
- the children and young people who we support through our Children's and Young People's Public Health Services across large parts of the North East and Yorkshire

Our Strategy makes it clear that our patients and children always come first.

Our purpose is to improve the health and wellbeing of our patients, children and communities. As well as caring for patients when they are unwell, we can also help improve people's health and contribute to the wellbeing of our communities through our services and how we use our resources.



Our Strategy guides our decision-making about today's priorities, ensuring they support our purpose and long-term ambitions. Annually, we set clear, specific priorities and objectives for each ambition and goal, and track their delivery through the Board Assurance Framework and our governance and management processes.

Our strategic objectives for 2022-23 were:

### **Best Quality, Safest Care**

- Improve theatres' safety
- Reduce pressure ulcers and falls
- Implementing the learning from clinical investigations
- Reduce medication errors
- Improve patient communications

### **Person Centred, Integrated Care; Strong Partnerships**

- Increase elective capacity through theatre productivity and outpatient transformation to ensure no patients wait over two years for treatment
- Initiate projects to build additional theatre capacity at Wharfedale and Harrogate Hospitals
- Reduce waiting times in the Emergency Department by improving the environment and implementing an Urgent Treatment Centre model
- Improve patient flow through the hospital, including out of hospital services to support discharge

### **Great Start in Life**

- Develop a Children's Public Health Services Strategy and operating model
- Re-start implementation of Hopes for Healthcare, our principles for supporting children and young people in our services
- Deliver the actions from the Ockenden Report into our own Maternity Services

### **At Our Best: making HDFT the best place to work**

- Look after our people
- Embed a culture of belonging
- Embrace new ways of working
- Growing for the future

These objectives were supported by our enabling ambitions:

- **An environment that promotes wellbeing:** Deliver the 2022-23 estates programme including: Emergency Department reconfiguration; multiple wellbeing projects; the SALIX carbon reduction programme
- **Digital transformation to integrate care and improve experience:** Start the process to replace our Electronic Patient Record; Deliver the 2022-23 digital programme including: Luna - Referral To Treatment (RTT) tracking, eRoosting, Datix Cloud, Maternity Electronic Patient Record, Somerset (Cancer Tracking), Yorkshire & Humber Care Record
- **Healthcare innovation to improve quality:** Establish a Harrogate Innovation Hub; Deliver our National Institute for Health and Care Research (NIHR) Portfolio research activity; Start to develop research into Children's Public Health Services



## 1.2 OUR VALUES

Our values are a key component of what makes HDFT the organisation it is today.  
Our values are:



### 1.3 THE LOCALITY

Harrogate is surrounded by the beautiful countryside of the Yorkshire Dales but the cities of Leeds and York are also conveniently close by. Knaresborough and Ripon are the market towns which surround Harrogate. Originally, a spa town in the Victorian era, Harrogate is now famous for its shops and many festivals. It has also developed a new role as a national and international conference centre, but retains much of its older charm.

#### Leisure/Recreation

There are excellent facilities in the area for most sports and outdoor activities. Harrogate also has its own Turkish Baths and Health Spa, and for the enthusiastic spectator, Harrogate Rugby Union Football Club and Harrogate Town Football Club are located near to the hospital site.

Harrogate boasts excellent shopping facilities including department stores, boutiques and high street favourites.

The town is also a gold medal winner of Europe in Bloom and offers recreational facilities including parks, gardens and nature trails.

#### Housing/Education

There is a very good choice of housing in a variety of town and country settings. The range of state and public schools is wide, including a number of special schools, and standards are high. There are also universities in Leeds and York.

#### Transport

Harrogate is equidistant from London and Edinburgh and there are frequent connections by intercity rail links in addition to good motorway access. The Leeds/Bradford Airport for national and international connections is easily accessible.

### General Conditions of Appointment

**The appointee will enjoy terms based on the nationally agreed Terms and Conditions of Service for Consultants (England) 2003.**

- i. The successful candidate will be required to live within 15 miles of their base hospital, or 30 minutes travelling time when on call.
- ii. The appointee will be expected to cover for colleagues' absence from duty on the basis of mutually agreed arrangements with the Department and with the

Employing Trust. This is arranged by mutual agreement of consultant colleagues and approval of the Service Director, in accordance with standard Trust and NHS regulations. It is essential that six weeks notice is given to allow for proper planning and prevent cancellations of patients' appointments/surgery. This includes all forms of leave.

- iii. The Trust requires the successful candidate to have and maintain full registration with the General Medical and to fulfil the duties and responsibilities of a doctor as set down by the General Medical Council.
- iv. All appointments are subject to satisfactory Occupational Health Clearance being obtained.
- v. The appointment is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation Act 1974 (Exemptions) Order 1975. Applicants are not entitled therefore to withhold information about convictions which for other purposes are "spent" under the provision of the Act, and in the event of employing any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. Any information given will be completely confidential and will be considered in relation to an application for positions to which the Order applies.
- vi. This post falls within the scope of the The Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) (England and Wales) Order 2007 and Section 115 of the Police Act 1997. In accordance with these pieces of legislation the Trust is obliged to check the background of all candidates appointed to medical posts with the Criminal Records Bureau. Accordingly you will be expected to undertake a 'disclosure' check.
- vii. Study leave is granted in accordance with the Medical and Dental terms and conditions of service, currently equivalent to 10 days per year (or 30 days over 3 years). Preference will be given to courses which are organised locally within the region.
- viii. In accordance with the Trust's Removal Expenses policy in appropriate cases assistance may be given in respect of removal costs
- ix. All medical staff employed at the Trust should ensure they are familiar with, and apply, the agreed procedure for reporting concerns, quickly and confidentially, relating to the conduct, performance or health of medical colleagues.



- x. HDFT takes its responsibility to safeguard and protect the welfare of both adults and children very seriously. During the annual appraisal process appraisers will use the appropriate documents to work with post holders to identify the relevant competencies necessary for this role and ensure the post holder is competent to undertake any appropriate duties or requirements to safeguard adults and children.

For child safeguarding issues the relevant documents are the HDFT Child Protection Training Strategy and the Intercollegiate Document "Safeguarding Children: the Roles and Competencies of Health Professionals." For adult safeguarding issues the relevant documents are the HDFT Safeguarding Adults policy, particularly the Training Needs Analysis.

Safeguarding also means ensuring that fundamental aspects of care, such as appropriate nutrition, preventing falls and minimising the risk of pressure ulcer formation, is provided for each patient in our care.

## **Visiting and Appointments**

We encourage interested applicants to contact the Trust and arrangements for an informal discussion or visit can be made with:

Yasmin Higgins, Service Manager Community Dental Services:

[Yasmin.higgins@nhs.net](mailto:Yasmin.higgins@nhs.net)

**Closing date** for receipt of applications: **14<sup>th</sup> May 2024**

**Interview date:** **24<sup>th</sup> July 2024**