

Applicants' Guide to National Restorative Dentistry Specialty Recruitment for England, Scotland, Wales and Northern Ireland

Revisions

Previous revisions

- The section on the Stage 3 Assessment Centre has been updated to clarify that applicants will be ranked based on their Stage 2 Clinical Skills Test performance and their ranking will determine whether they are invited to attend the Stage 3 Assessment Centre.

Updates as at 10th April 2015

- Dates when applicants can preference specific posts added to the section on Preferences.
- Stage 2 Practical Skills Test date confirmed as Wednesday 24th June 2015.
- Venue for Stage 3 Assessment Centre confirmed as Manchester Conference Centre.

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Overview of Application Process

Recruitment for all vacant Restorative Dentistry specialty training posts across England commencing between October 2015 and February 2016 will be organised by Health Education North West for the first time in 2015.

Eligibility

Before beginning your application it is important for you to determine whether you are eligible to apply. Applicants must meet certain eligibility criteria in order to be considered for specialty training in Restorative Dentistry.

Please refer to the relevant person specifications for full details. The person specification can be downloaded from: https://www.nwpgmd.nhs.uk/national_RD_Recruitment.

Applying

An advert will appear on NHS jobs and in the British Dental Journal.

All applications will be managed using an online application system, Oriel. Please visit <https://www.oriel.nhs.uk> to register and apply. You can find guidance on how to use Oriel via the Resource Bank tab <https://www.oriel.nhs.uk/Web/ResourceBank>.

The application window opens at 10am on Tuesday 17th March 2015 and closes on Tuesday 31st March 2015 at 4pm UK time. You will not be able to submit your application after this time. Please ensure that you have completed all the relevant sections of the application forms as missing information will deem your application incomplete and it will not be considered.

The application form will capture your personal details and relevant educational background, work experience and attributes as well as requiring you to complete three white space questions relating to Restorative Dentistry. The white space questions may be used as part of a shortlisting process to determine a rank order for invitation to the Stage 2 Clinical Skills Test. These questions will only be shortlisted should application numbers exceed capacity at the Stage 2 Clinical Skills Test.

Preferences

When you apply for Restorative Dentistry, you will apply to a “national” group. This means that you will be considered for all of the LETBs with Restorative Dentistry posts.

Between 2nd June and 30th June 2015, eligible applicants will be able to rank all the Restorative Dentistry posts in your order of preference via Oriel.

Stage 2 Clinical Skills Test

The Stage 2 Clinical Skills Test will take place on Wednesday 24th June 2015 at Liverpool Dental School, The University of Liverpool, School of Dentistry, Pembroke Place, Liverpool, L3 5PS.

Applicants will sit a two hour Clinical Skills Test completing a practical task on a 'phantom head' in the multi-skills laboratory at Liverpool Dental School. There will be a fifteen minute reflection exercise for each applicant to discuss their work with two trained assessors.

Stage 3 Assessment Centre

Applicants will be ranked based on their performance at the Stage 2 Clinical Skills Test. Applicants who rank highly enough following the Stage 2 Clinical Skills Test will be invited to an Assessment Centre in Manchester Conference Centre, Sackville Street, Manchester, M1 3BB on Wednesday 1st July 2015.

The Assessment Centre will consist of four 15 minute stations as follows:

- Clinical Scenario Station
- Communications / Quality Improvement Station
- Portfolio Station
- Academic / research Station

Applicants may rotate through these stations in any order.

Offers

Offers to Restorative Dentistry training posts will be made via Oriel following the completion of interviews. Please note that pre-employment checks will be carried out by the relevant employer before you commence employment; any training post offers will be made subject to satisfactory references and completion of pre-employment checks.

References

Referees will only be contacted if you are appointed. References will be shared with the relevant LETB and their employer before you commence employment. You will be asked to provide the details of 3 referees on your online application.

Start Dates

Posts are anticipated to start between October 2015 and by no later than February 2016. Further details of anticipated start dates for each LETB are available via the Table of Vacancies, which can be found at https://www.nwpgmd.nhs.uk/national_RD_Recruitment.

Please note that deferring a start date of a post can only be considered on statutory grounds such as maternity leave or ill health. Please ensure that you include your intention to defer in the relevant section of your application form or should you only become aware of your need to defer after the application window has closed, please email nwd.rdrecruitment@nw.hee.nhs.uk as soon as you know.

Communications

Communication between the lead recruiter (HENW – NW) and applicants will primarily be via e-mail. Applicants should check their e-mail account regularly so as not to miss vital information in relation to their applications.

Please also check your “spam” or “junk-mail” to ensure that correspondence has not been filtered by your provider.

Expenses

Applicants can claim reasonable expenses incurred through attending the Stage 2 Clinical Skills Test and the Stage 3 Assessment Centre. A copy of our expenses claim form can be downloaded from <https://www.nwpgmd.nhs.uk/information-applicants-attending-interviews>.

Key dates

Stage	Date
Advert appears on NHS Jobs	Tuesday 3 rd March 2015
Advert published in British Dental Journal	Friday 13 th March 2015
Applications Open on Oriel	At 10am, Tuesday 17 th March 2015
Applications Close on Oriel	At 4pm, Tuesday 31 st March 2015
Shortlisting (if required)	Not required
Invitations to Stage 2 Clinical Skills Test anticipated	Week commencing 18 th May 2015
Stage 2 Clinical Skills Test	Wednesday 24 th June 2015 @ Liverpool Dental School
Stage 3 Assessment Centre	Wednesday 1 st July 2015 @ Manchester Conference Centre
Initial Offers out	ASAP following Assessment Centre
Start date	October 2015 – February 2016

Contact Us

If you have any queries about National Restorative Dentistry recruitment, please email nwd.rdrecruitment@nw.hee.nhs.uk.