

A Reference Guide
for
Dental Foundation Training
in
**England, Wales and Northern
Ireland**

Applicable to Foundation Dentists taking up appointments in
Dental Foundation Training which commenced on or after 1
September 2016

Supplement 4

RCP Panel Training Scenarios

The Dental Blue Guide
September 2016

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Interim RCP – Scenario 1

Item	Status	Detail
TPD Structured Report to Interim RCP	Available	No issues identified
ES Structured Report to Interim RCP	Available	No issues identified
ES Supplementary Report to Interim RCP (if completed)	Not required	
DOPSS	Two completed	Neither DOPSS raised any issues
MSF Summary	Available	8 responses provided All respondents rated good or very good
PSQ Summary	Available	20 PSQs returned. No patient issues recorded
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements mostly met	5 out of 12 required crowns completed to date 790 recorded UDAs
ADEPTs summary	All required ADEPTs completed	No ADEPT scores lower than 3
CbDs summary	All required CbDs completed	
Reflective logs	Required number completed	Although fairly short, there was evidence of reflection and actions had been generated and completed where appropriate
Complaints	One recorded	One complaint about late running recorded in Month 2
Adverse Incidents/Significant Events	None recorded	
Sickness absence days	Four	Two episodes of two days each
Induction	Induction completed	No issues recorded
ESR Documentation (reports, action plans etc.)	ESR completed	No actions required
Number of Tutorials	24	Evaluations completed for 23 Tutorials
Number of Study Days attended	14 out of 14 attended	Evaluations completed for all Study Days
Record Keeping Review	Completed	ES confirmed records reviewed as satisfactory

Summary

- Reports –no issues
- DOPS – no issues
- MSFs and PSQs – no issues
- Clinical Activity Summary – no issues
- ADEPTs & CbDs – no issues
- Reflective logs – no issues
- Complaints – one – not significant
- Adverse Incidents – none
- Sickness absence – not significant
- Tutorials & Study Days – no issues
- Record Keeping Review – no issues

Suggested Outcome:

No real issues – **Outcome 1**

Interim RCP – Scenario 2

Item	Status	Detail
TPD Structured Report to Interim RCP	Available / not available	Issues raised with regard to team working
ES Structured Report to Interim RCP	Available / not available	Issues raised with regard to communication with patients
ES Supplementary Report to Interim RCP (if completed)	Available	Issue raised under GDC Standards Compliance and effective communication with patients
DOPSS	Two completed	One DOPS recorded an issue with communication
MSF Summary	Available	6 responses provided Three responses were positive, three reported an issue with timekeeping
PSQ Summary	Available	20 PSQs returned. 5 patients reported that treatment options were not fully explained
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements mostly met	2 out 12 required crowns completed 430 recorded UDAs
ADEPTs summary	All required ADEPTs completed	No ADEPT scores lower than 3
CbDs summary	All required CbDs completed	
Reflective logs	Required number completed	Lengthy reflections in logs and actions had been generated for about 50%. Not all actions had been followed through
Complaints	Two recorded	One complaint about time taken to remove a broken tooth One complaint that the provision of a private crown had not been explained in advance
Adverse Incidents/Significant Events	None recorded	
Sickness absence days	Eight	Eight single days taken during December
Induction	Induction completed	No issues recorded
ESR Documentation (reports, action plans etc.)	ESR completed	No actions required

Number of Tutorials	12	Evaluations completed for 12 Tutorials
Number of Study Days attended	13 out of 14 attended	Missed
Record Keeping Review	Completed	ES confirmed records reviewed as satisfactory

Summary

- Reports –issues raised
- DOPS – issue raised
- MSFs and PSQs – low response MSF – issues raised
- Clinical Activity Summary – Low activity, low UDAs
- ADEPTs & CbDs – no issues
- Reflective logs – issues
- Complaints – two – both significant
- Adverse Incidents – none
- Sickness absence – eight single days in December – significant?
- Tutorials - low
- Study Days – one missed
- Record Keeping Review – no issues

Suggested Outcome:

Issues raised in a number of areas – **Outcome 2** with recommendations for action plan

Interim RCP – Scenario 3

Item	Status	Detail
TPD Structured Report to Interim RCP	Available	No issues identified
ES Structured Report to Interim RCP	Available	No issues identified
ES Supplementary Report to Interim RCP (if completed)	Not required	
DOPSS	Two completed	Neither DOPS raised any issues
MSF Summary	Available	3 responses provided All respondents rated good or very good
PSQ Summary	Available	No PSQs returned
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements mostly met	5 out 12 required crowns completed to date 790 recorded UDAs
ADEPTs summary	All required ADEPTs completed	No ADEPT scores lower than 3
CbDs summary	All required CbDs completed	
Reflective logs	Four completed	Very short entries. No actions generated
Complaints	None recorded	One complaint about late running recorded in Month 2
Adverse Incidents/Significant Events	None recorded	
Sickness absence days	Twelve	No details
Induction	Induction completed	No issues recorded
ESR Documentation (reports, action plans etc.)	ESR completed	No actions required
Number of Tutorials	16 recorded	No evaluations completed
Number of Study Days attended	14 out of 14 attended	No evaluations completed
Record Keeping Review	Completed	ES confirmed records reviewed as satisfactory

Interim RCP – Scenario 3

Summary

- Reports – no issues
- DOPS – no issues
- MSFs and PSQs – low response MSF – no PSQs recorded
- Clinical Activity Summary – Low activity, low UDAs
- ADEPTs & CbDs – no issues
- Reflective logs – no actions generated
- Complaints – one – not significant
- Adverse Incidents – none
- Sickness absence – twelve days – significant?
- Tutorials – no issues
- Study Days – all attended
- Record Keeping Review – no issues

Suggested Outcomes

Insufficient evidence (PSQs and MSFs) – **Outcome 5**

or

Outcome 1 with feedback by TPD to FD (and ES) on MSF/PSQ completion

Final RCP Stage 1 – Scenario 1

Item	Status	Details
TPD Structured Report to Final RCP	Available	No issues identified
ES Structured Report to Final RCP	Available	No issues identified
ES Supplementary Report to Final RCP (if completed)	Not required	
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 1 with no comments
Second MSF summary (if requested)	Not requested	
Second PSQ summary (if requested)	Not requested	
ADEPTs summary (updated to end Month 9)	18 out of 18 completed	All scores at 5 or above
CbDs summary (updated to end Month 9)	10 out of 10 completed	Presentation CbD was well evaluated
Reflective logs	Required number completed	Evidence of reflection and actions had been generated and completed where appropriate
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	All activity requirements met 2015 recorded UDAs
Management & Leadership Domain evidence summary	Available	Evidence template completed with teaching recorded in all elements
Clinical Audit(s) summary (with ability to view individual audits if necessary)	Completed	Summary demonstrates learning from audit, implementation of findings and second review audit
Complaints	None recorded	
Adverse Incidents/Significant Events	None recorded	
Sickness days	Two	
Number of Tutorials	38 completed	All Tutorials recorded and reflectively evaluated
Number of Study Days attended	28 attended	All but two Study Days recorded and reflectively evaluated
Number of days' holiday	16	
Uploaded NHSBSA data	Available	Data agrees approximately with Clinical Activity summary
Whether completed National FD Survey	Yes	

Whether completed local FD Survey (if available)	No local survey	
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Summary

Reports – no issues

Second MSFs and PSQs – not requested

Clinical Activity Summary – No issues

ADEPTs & CbDs – no issues

Management & Leadership Domain – fully completed

Clinical Audit – fully completed

Reflective logs – no issues

Complaints – one – not significant

Adverse Incidents – none

Sickness absence – two days - not significant

Tutorials – no issues

Study Days – all but two recorded and reflected on

Holidays – 16 days

Record Keeping Review – no issues

NHS BSA data - provided

National FD survey - completed

Local FD survey – local survey not in place

Suggested Outcome:

No real concerns - **Outcome 6**

2Final RCP Stage 1 – Scenario 2

Item	Status	Details
TPD Structured Report to Final RCP	Available	Concerns raised with regard to low number of crowns and dentures completed and low UDA total
ES Structured Report to Final RCP	Available	Issue raised in connection with FD's difficulty in completing treatment
ES Supplementary Report to Final RCP (if completed)	Not requested	
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 1 with no comments
Second MSF summary (if requested)	Not requested	
Second PSQ summary (if requested)	Not requested	
ADEPTs summary (updated to end Month 9)	20 out of 18 completed	Majority scores at 5 or above. Four ADEPTs with scores of less than 3 (two repeated with second score of 5)
CbDs summary (updated to end Month 9)	10 out of 10 completed	Presentation CbD was well evaluated
Reflective logs	Sixteen completed	Short entries with little evidence of reflection and actions generated on twelve but not completed
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	Less than the recommended requirements for crowns and bridges 535 recorded UDAs
Management & Leadership Domain evidence summary	Available	Evidence template completed with teaching recorded in all elements
Clinical Audit(s) (with ability to view individual audits if necessary)	Completed	Summary demonstrates completion of first audit but no information on follow-up
Complaints	None recorded	
Adverse Incidents/Significant Events	None recorded	
Sickness days	10	Two weeks' absence following skiing accident
Number of Tutorials	44 completed	All Tutorials recorded with minimal evaluation

Number of Study Days attended	28 attended	All but two Study Days recorded with minimal evaluation
Number of days' holiday	4	
Uploaded NHSBSA data	Available	Data agrees approximately with Clinical Activity summary
Whether completed National FD Survey	No	
Whether completed local FD Survey (if available)	Yes	

Summary

- TPD Report - concerns (crowns, dentures, UDAs)
- ES Report – issue raised – completing treatment
- Interim RCP Panel – no issues
- MSFs and PSQs – no issues
- Clinical Activity Summary – low no. of bridges and UDAs
- ADEPTs & CbDs – no concerns following repeats (ADEPTs)
- Management & Leadership Domain - completed
- Clinical Audit – no follow-up recorded
- Reflective Logs – no information
- Complaints – one – not significant
- Adverse Incidents – none
- Sickness absence – ten days
- Tutorials & Study Days – minimal evaluation. Two study days not attended

- Holidays - four days
- Record Keeping Review – no issues
- NHS BSA data - provided
- National FD survey – not completed
- Local FD survey - completed

Suggested Outcomes:

Refer to Stage 2 Panel - **Outcome 7**, plus request for information on Reflective Logs

or

Insufficient evidence – **Outcome 5** – (would also normally be reviewed by Stage 2 Panel anyway)

Final RCP Stage 1 – Scenario 3

Item	Status	Details
TPD Structured Report to Final RCP	Available	Issues identified with ES completion of ADEPTs reports and lack of comments in reflective logs
ES Structured Report to Final RCP	Not available	
ES Supplementary Report to Final RCP (if completed)	Not required	
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 1 but with recommendation to ensure that documentation completed on time
Second MSF summary (if requested)	Not requested	
Second PSQ summary (if requested)	Not requested	
ADEPTs summary (updated to end Month 9)	12 out of 18 completed	All scores at 5 or above
CbDs summary (updated to end Month 9)	7 out of 10 completed	Presentation CbD was well evaluated
Reflective logs	Required number completed	Evidence of reflection and actions had been generated and completed where appropriate
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	All activity requirements met 1725 recorded UDAs
Management & Leadership Domain evidence summary	Available	Evidence template completed with teaching recorded in all elements.
Clinical Audit(s) summary (with ability to view individual audits if necessary)	Completed	Summary demonstrates learning from audit, implementation of findings and second review audit
Complaints	None recorded	
Adverse Incidents/Significant Events	None recorded	
Sickness days	None	
Number of Tutorials	24 completed	All Tutorials recorded and reflectively evaluated but 4 awaiting ES sign-off
Number of Study Days attended	30 attended	All Study Days recorded and reflectively evaluated

Number of days' holiday	3	
Uploaded NHSBSA data	Available	BSA Data records significantly less Band 3 treatments than Clinical Activity summary
Whether completed National FD Survey	Yes	
Whether completed local FD Survey (if available)	No local survey	

Summary

- TPD Report – concerns with ES completion (ADEPTs reports and reflective logs)
- ES Report – not submitted
- Interim RCP Panel – issues with documentation
- Second MSFs and PSQs – not requested
- Clinical Activity Summary – No issues
- ADEPTs & CbDs – six ADEPTs and three CbDs not completed
- Management & Leadership Domain – fully completed
- Clinical Audit fully completed
- Reflective logs – no issues
- Complaints – none
- Adverse Incidents – none
- Sickness absence – none
- Tutorials & Study Days – four tutorials awaiting ES sign-off
- Holidays – three days – low?

- Record Keeping Review – no issues
- NHS BSA data – discrepancy with Clinical Activity Summary
- National FD survey - completed
- Local FD survey – not applicable

Suggested Outcome

No ES Report (key requirement) - Insufficient evidence –

Outcome 5

plus

Discussion with ES on commitment and attribution of UDAs
 Issues with number of ADEPTs and CbDs – Outcome 6R likely at Stage 2 unless completed

Final RCP Stage 1 – Scenario 4

Item	Status	Details
TPD Structured Report to Final RCP	Available	No issues identified
ES Structured Report to Final RCP	Available	No issues identified
ES Supplementary Report to Final RCP (if completed)	Not required	
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 1 with no comments
Second MSF summary (if requested)	Not requested	
Second PSQ summary (if requested)	Not requested	
ADEPTs summary (updated to end Month 9)	16 out of 18 completed	All scores at 5 or above
CbDs summary (updated to end Month 9)	10 out of 10 completed	Presentation CbD was well evaluated
Reflective logs	Required number completed	Evidence of reflection and actions had been generated and completed where appropriate
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	All activity requirements met 2015 recorded UDAs
Management & Leadership Domain evidence summary	Available	Evidence template completed with teaching recorded in all elements
Clinical Audit(s) summary (with ability to view individual audits if necessary)	Completed	Summary demonstrates learning from audit, implementation of findings and second review audit
Complaints	None recorded	
Adverse Incidents/Significant Events	None recorded	
Sickness days	Two	
Number of Tutorials	38 completed	All Tutorials recorded and reflectively evaluated
Number of Study Days attended	28 attended	All but two Study Days recorded and reflectively evaluated
Number of days' holiday	16	
Uploaded NHSBSA data	Available	Data agrees approximately with Clinical Activity summary
Whether completed National FD Survey	No	

Whether completed local FD Survey (if available)	No local survey	
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Summary

Reports – no issues
 Second MSFs and PSQs – not requested
 Clinical Activity Summary – No issues
 ADEPTs & CbDs – no issues – 16 out of 18 completed
 Management & Leadership Domain – fully completed
 Clinical Audit – fully completed
 Reflective logs – no issues
 Complaints – one – not significant
 Adverse Incidents – none
 Sickness absence – two days - not significant
 Tutorials – no issues
 Study Days – all but two recorded and reflected on
 Holidays – 16 days
 Record Keeping Review – no issues
 NHS BSA data - provided
 National FD survey – not completed
 Local FD survey – local survey not in place

Suggested Outcome:

No real concerns except numbers etc. completed - **Outcome 6R** - Requirement to complete two more ADEPTs and National FD survey

Final RCP Stage 2– Scenario 1

Item	Status	Details
TPD Structured Report to Final RCP	Available	Concerns with regard engagement and communication skills
ES Structured Report to Final RCP	Not required	Concerns with regard to communication skills and record keeping
ES Supplementary Report to Final RCP (if completed)	Available	Record keeping review identifies three areas of concern
Final RCP Stage 1 Panel Report	Available	Outcome 7 awarded with concerns over a number of areas of evidence
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 2 with concerns over record keeping and communication skills
Second MSF summary (if available)	Available	Six submitted forms. Four expressing concerns with communication skills
Second PSQ summary (if available)	Available	18 submitted forms. Concerns expressed over attitude in 5 returns
ADEPTs (updated to end Month 9)	27 out of 18 completed	Initially, four ADEPTs scored '1 or 2'. Three repeated with scores of 5,4, and 2 on communication skills
CbDs (updated to end Month 9)	10 out of 10 completed	Presentation was assessed as lacking in structure
Reflective logs	Fourteen completed	Short entries with little evidence of reflection. Actions generated on eight but not completed
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	8 recorded crowns, 16 acrylic prostheses but no Cr-Co. Two multi-rooted endodontic cases 840 recorded UDAs
Management & Leadership Domain evidence summary	Available	No evidence of received teaching in Health & Safety. Referral letters not anonymised.
Clinical Audit(s) (with ability to view individual audits if necessary)	Completed	Single stage audit completed with no summary or recommendations
Complaints	Three recorded	Two with regard to attitude and one about a perforation during endodontic treatment
Adverse Incidents/Significant Events	One recorded	See perforation complaint above. No action plan generated
Sickness days	8	Alternate Mondays before and after the Christmas period

Number of Tutorials	45 completed	No reflective evaluations
Number of Study Days attended	26 attended	Two 'missing' days replaced but not communication skills or endodontics hands-on
Number of days' holiday	20	
Uploaded NHSBSA data	Not submitted	
Whether completed National FD Survey	No	
Whether completed local FD Survey (if available)	No	

Summary

- TPD Report – concerns with regard engagement and communication skills
- ES Report & Supplementary Report - concerns with regard to communication skills and record keeping
- Interim RCP Panel – Outcome 2 with concerns over record keeping and communication skills
- Final RCP Stage 1 Panel - Outcome 7 with concerns over a number of areas of evidence
- Second MSFs and PSQs – some available with concerns over communication skills and attitude
- Clinical Activity Summary – no Cr-Co dentures, low UDAs
- ADEPTs & CbDs – low scores on presentation skills, CbD presentation lacking structure
- Management & Leadership Domain – two concerns
- Clinical Audit – not completed
- Reflective logs – issues identified
- Complaints – three – two attitude, one clinical
- Adverse Incidents – one
- Sickness absence – eight – possibly significant
- Tutorials & Study Days – no reflections. Missed study days
- Holidays – no issues
- NHS BSA data – not submitted
- National FD survey – not done
- Local FD survey – not done

Suggested Outcome:

Serious concerns - **Outcome 3** – recommend extension of training with requirement to produce specific action plan

Possibility of Outcome 4 if concerns that FD will not engage

Final RCP Stage 2– Scenario 2

Item	Status	Details
TPD Structured Report to Final RCP	Available	Issue identified with number of patients available to FD following appointment of new associate at training practice
ES Structured Report to Final RCP	Available	Issue identified over reluctance of FD to see patients referred by practice owner
ES Supplementary Report to Final RCP (if completed)	Not required	
Final RCP Stage 1 Panel Report	Available	Outcome 7 awarded with request to review FD's clinical activity
Interim RCP Panel Report	Available	Interim Panel awarded Outcome 1 with no comments
Second MSF summary (if available)	Not requested	
Second PSQ summary (if available)	Not requested	
ADEPTs (updated to end Month 9)	18 out of 18 completed	All scores at 5 or above
CbDs (updated to end Month 9)	10 out of 10 completed	Presentation CbD was well evaluated
Reflective logs	Required number completed	Evidence of reflection and actions had been generated and completed where appropriate
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements fully met	All complex treatments requirements exceeded (except surgical extractions where minimum requirement met) Low level of Band 1 treatments recorded and lower level of Band 2 compared with rest of group 1300 recorded UDAs
Management & Leadership Domain evidence summary	Available	Evidence template completed with teaching recorded in all elements
Clinical Audit(s) (with ability to view individual audits if necessary)	Completed	Summary demonstrates learning from audit, implementation of findings and second review audit
Complaints	None recorded	
Adverse Incidents/Significant Events	None recorded	

Sickness days	None	
Number of Tutorials	22 completed	All Tutorials recorded and reflectively evaluated
Number of Study Days attended	All attended	All Study Days recorded and reflectively evaluated
Number of days' holiday	10	
Uploaded NHSBSA data	Available	Data agrees approximately with Clinical Activity summary
Whether completed National FD Survey	Yes	
Whether completed local FD Survey (if available)	Yes	

Summary

- TPD Report – Issue with number of patients available to FD. Appointment of new associate at training practice
- ES Report - Issue over reluctance of FD to see patients referred by practice owner
- Interim RCP Panel – Interim Panel - Outcome 1 with no comments
- Final RCP Stage 1 Panel - Outcome 7 with request to review FD's clinical activity
- Second MSFs and PSQs – not requested
- Clinical Activity Summary – low Band 1. Clinical activity – meets requirements
- ADEPTs & CbDs – no issues
- Management & Leadership Domain – no issues
- Clinical Audit – fully completed
- Reflective logs – no issues
- Complaints – none
- Adverse Incidents – none

- Sickness absence – none
- Tutorials & Study Days – 22 tutorials. Study days - no issues
- Holidays – 10 days
- Record Keeping Review – no issues
- NHS BSA - data available
- National FD survey - completed
- Local FD survey - completed

Suggested Outcome:

No real issues with FD - **Outcome 6**

Internal issues with regard to ES's approach and future suitability as training practice

Should this have gone to a Stage 2 Panel?

Should the Outcome be 6R in view of low number of Tutorials?

Final RCP Stage 2– Scenario 3

Item	Status	Details
TPD Structured Report to Final RCP	Available	No issues identified except number of ADEPTs and CbDs completed
ES Structured Report to Final RCP	Available	No issues raised
ES Supplementary Report to Final RCP (if completed)	Not completed	
Final RCP Stage 1 Panel Report	Available	Outcome 7 awarded with request to review level of completion
Interim RCP Panel Report	Available	No concerns
Second MSF summary (if available)	Not requested	
Second PSQ summary (if available)	Not requested	
ADEPTs (updated to end Month 9)	16 out of 18 completed	
CbDs (updated to end Month 9)	8 out of 10 completed	
Reflective logs	Required number completed	Some evidence of reflection and actions had been generated and most completed where appropriate
Clinical Activity Summary (including UDA count and Complex Treatments)	Clinical activity requirements mostly met	Nine crowns, inlays, or onlays completed. No veneers recorded Two resin bonded bridges completed Twelve acrylic prostheses and two Co-Cr prostheses completed Four single-rooted endodontic cases completed Two multi-rooted endodontic cases completed Six surgical extractions completed
Management & Leadership Domain evidence summary	Available	All areas evidenced
Clinical Audit(s) (with ability to view individual audits if necessary)	Completed	
Complaints	None recorded	
Adverse Incidents/Significant	None recorded	

Events		
Sickness days	Four	
Number of Tutorials	32 completed	
Number of Study Days attended	All attended	
Number of days' holiday	10	
Uploaded NHSBSA data	Available	No issues
Whether completed National FD Survey	Yes	
Whether completed local FD Survey (if available)	Yes	

Summary

- TPD Report – issue identified over number of ADEPTs and CbDs completed
- ES Report – no issues
- Interim RCP Panel – no concerns
- Final RCP Stage 1 Panel - Outcome 7 with request to review level of completion
- Second MSFs and PSQs – not requested
- Clinical Activity Summary – 9 crowns etc.; 2 resin bonded bridges; 12 acrylic and 2 Cr-Co prostheses; 4 single and 2 multi-rooted endodontic cases; 6 surgical extractions completed.
- No veneers recorded.
- ADEPTs & CbDs – 16 ADEPTs and 8 CbDs completed
- Management & Leadership Domain - all areas evidenced
- Clinical Audit - completed
- Reflective logs – no real issues
- Complaints – none
- Adverse Incidents – none
- Sickness absence – four days - not significant
- Tutorials & Study Days – no issues
- Holidays – ten days
- NHS BSA data - available
- National FD survey – yes
- Local FD survey - yes

Suggested Outcome:

Outcome 6R with recommended actions

Complete ADEPTs and CbDs. ES to identify patient suitable for veneer(s)?