



MEETING OF THE COMMITTEE OF POSTGRADUATE DENTAL DEANS & DIRECTORS UK

09 - 10 October 2014

COPDEND EXECUTIVE MEETING

THURSDAY 09 October 2014 9.00 – 4.30

FRIDAY 10 October 2014 9.00 – 12.30

AGENDA

Session & Timings	Serial No	Item	Purpose	Lead	Documents attached
THURSDAY 09 OCTOBER 2014					
9.00 – 9.05	1.	Welcome and Apologies:	Information	HF	
9.05 – 9.15	2.	Minutes of the previous meeting 10 - 11 Jul 14:	Agreement	HF	Yes
9.15 – 9.30	3.	Matters arising from the previous minutes not covered in the agenda:		HF	Yes
	3.1	Resource Steering Group (RSG) – COPDEND bid update:	Information	HF	Verbal
STRATEGIC ISSUES					
9.30 – 10.00	4.	Specialty Training:			
	4.1	MDRS – Dental Advisory Group and Dental Recruitment Sub Group:	Information	EJ	Verbal
	4.2	Post CCST Training - speciality posts:	Discussion	KE	Yes

	4.3	GDC Consultation on the GDC Standards for Speciality Education update: http://www.gdc-uk.org/Aboutus/Thecouncil/Pages/Council-meetings-2014.aspx	Information/ Discussion	HF	Verbal
	4.4	Joint ARCP (national) for trainees in Dental & Maxillofacial Radiology and National ARCP for Oral Medicine:	Discussion/ Agreement	JC/EJ	Yes x 2
	4.5	DPH Speciality National Recruitment Plans:	Information/ Discussion	AB	Yes
	4.6	Training to Consultant Level:	Discussion	AB	Yes
10.00 – 11.00	5.	Dental Core Training:			
	5.1	DCT Job Analysis and SJT update:	Information/ Discussion	KE	Yes x 5
11.00 – 11.20		Morning Coffee			
11.20 – 11.30	5.3	Results of DCT Surveys: Trainee Deans	Information	AD	Yes
11.30 – 12.30	6.	DCT E Induction Project:	Discussion/ Agreement	AB/Charlotte Teager	Yes x 2
12.30 – 1.30		Lunch			
1.30 – 3.00	7.	Dental Foundation Training:			
	7.1	DFT Assessed Completion Project update (COPDEND project): Arrangements for DFT Assessed Completion Pilot:	Information/ Discussion	MS/BG	Yes
	7.2	DFT curriculum – to note key changes from previous versions	Information/ Discussion	Linda Prescott- Clements	Yes
	7.3	Quality Evaluation of DFT National Recruitment Draft Interim Report – Action Plan:	Information/ Discussion	HF	Yes x 2
3.00 – 3.15		Afternoon Tea			

3.15 – 3.30	8.	Workforce Planning Strategic matters:			
	8.1	Dental Workforce planning questionnaire and joint COPDEND/JCPTD covering letter	Information	KE/DF	Yes x 3
3.30 – 4.30	9.	Lifelong Learning Strategic Matters:			
	9.1	QA of CPD Consultation Response:	Information/ Discussion	Linda Prescott-Clements	Table
	9.2	GDC – Quality Control for Verifiable CPD in Dentistry	Information/ Discussion	HF	Yes
		FRIDAY 10 OCTOBER 2014			
9.00 – 9.10	10.	HEE Strategic update:	Information	HF	Verbal
		OPERATIONAL ISSUES			
9.10 – 9.30	11.	COPDEND – process for the Election of Chair/Officers for 2016- 18:	Discussion/ Agreement	HF	Yes x 2
9.30 – 9.50	12.	Stakeholder Liaison & Meetings:			
	12.1	GDC - Annual Review of Education 2012/13:	Information/ Discussion	HF	Yes
	12.2	JCPTD update: JCPTD/COPDEND joint training day	Information/ Discussion	DF	Verbal
	12.3	HEE: Dental HEE AG meeting 11 Sep 14 – items for COPDEND:	Information/ Discussion	HF	Verbal
	12.4	COPMeD meeting 09 Oct 14:	Information	HF	Verbal
	12.5	Standing Committee for Postgraduate Medical Education (English Deans) 25 Sep 14:	Information/ Discussion	AD	Yes
	12.6	National Dental Commissioning Group update:	Information/ Discussion	HF	Verbal
	12.7	Dental Commissioning Guidelines update: Oral Surgery & related Specialties Special Care Dentistry Restorative Dentistry Orthodontics	Information/ Discussion	HF JL EJ PC	Verbal
12.8	LPN Dental Steering Group meeting 11 Sep 14 update:	Information/ Discussion	SLH	Verbal	

	12.8i	LPN Assembly 09 Sep 14 update:	Information	HF	Verbal
	12.9	CQC Meeting 10 Sept 14 update:	Information/ Discussion	HF	Verbal
9.50 - 10.00	13	Dental Foundation Training Operational Matters:			
	13.1	DFT Budgets for 2015 - 16:	Information/ Discussion	HF	Verbal
	13.2	DFT applicants who are deemed not appointable at National Recruitment:	Discussion	BG	Yes
	13.3	DFT Educational Agreement:	Discussion/ Agreement	NT	Yes x 2
10.00 – 10.10	14.	Core Training Operational Matters:			
	14.1	DCT – move to common recruitment timeline:	Discussion/ Agreement	MS, KE & EJ	Yes x 2
10.10- 10.30	15.	Specialty Training Operational Matters:			
	15.1	ARCPs/Externals:	Discussion/ Agreement	EJ	Yes x 3
	15.2	Recruitment to Academic posts – NIHR & National recruitment:	Information	PC	Yes
	15.3	Run through training	Information/ Discussion	PC	Verbal
	15.4	Special Care Dentistry Post CCST https://www.rcseng.ac.uk/fds/Documents/career-development-framework-for-consultant-appointments-in-special-care-dentistry-march-2014	Discussion	KE	Verbal
	15.5	Speciality Training posts in Oral Medicine	Information/ Discussion	DF	Verbal
10.30– 10.45		Morning Coffee			
10.45 - 11.00	16.	Lifelong Learning Operational Matters:			
	16.1	Dental Foundation Therapist Curriculum update:	Information/ Agreement	SLH	Verbal
	16.2	Update on e-learning materials:	Information	SLH	Verbal
	16.3	The Appraisal DVD & Workbook update	Information	SLH	Verbal
11.00 – 11.10	17.	Communication and Stakeholder Involvement Operational Matters:	Information	HF	Verbal
11.10 – 11.25	18.	Dental Registrants in Difficulty update:	Information/ Discussion	NT	Yes x 4
	18.1	DFT Safe Transition Survey 2014:	Information	SLH	Yes

	18.2	Implications of the Recent NHSE Guidance on Managing Performer Concerns	Information/ Discussion	MS	Verbal
11.25 – 11.35	19.	SAS Doctors:	Information/ Discussion	JL	Yes
11.35 – 11.45	20.	Educators Conference – 27 Nov 14 update	Information/ Discussion	HF	Yes
11.45 – 11.55	21.	BDA Conference 07 – 09 May 15 update:	Information	SLH	Verbal
11.55 - 12.05	22.	Regional Reports; exceptional items only for discussion:	Information	All	Verbal
12.05 – 12.15	23.	Dental Business Managers summary report:	Information/ Discussion	CN	Yes
12.15 – 12.20	24.	COPDEND website development:			
	24.1	Redevelopment of COPDEND website project plan:	Information/ Discussion	JL, SLH, AD	Verbal
	24.2	Review of COPDEND logo:	Information/ Agreement	SLH	Verbal
12.20 – 12.25	25.	COPDEND Budget 2014/15 update:	Information	HF	Verbal
12.25 – 12.30	26.	Any other business:	Information	All	Verbal
12.30		Close and Lunch			
		<p>COPDEND Meetings 2014-15:</p> <p>Business meeting dates 2014:</p> <p>10 December 2014, 10.30 – 4.30, Friends House, London, NW1 2BJ</p> <p>Educators Conference – 27 November 2014, Mercure Manchester Piccadilly Hotel, Manchester, M1 4PH</p> <p>Proposed Business meeting dates 2015:</p> <p>21 April 2015 – London location tbc 02 December 2015 – London location tbc</p> <p>COPDEND Residential dates 2015:</p> <p>12 – 13 February 2015 – Scotland 09 – 10 July 2015 – Defence, Rookery Hall, Nantwich, Cheshire, CW5 6DQ 08 – 09 October 2015 – East of England</p>			