

Performers List Validation by Experience (PLVE)

**Guidance
for
HEE Local Offices
and Applicants**

February 2018 v2

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Performers List Validation by Experience (PLVE) in England

Guidance for Applicants and HEE Local Offices

NB: This model is still in pilot form in some areas. The date of full implementation locally is at the discretion of the Postgraduate Dental Dean with the intention that the model will be in place nationally by 1 January 2018.

- **Background**

Applications from dentists to join the NHS Performers List are managed by NHS England and those acting on its behalf. However, Postgraduate Dental Deans have a regulatory responsibility with regard to those applicants to the NHS Performers List who do not have a Dental Foundation Training (DFT) or Vocational Training (VT) Number/Certificate and are not exempt from the requirement to undertake dental foundation training. (See Section B below for the legislative context). The process involved in the management of these applicants in the past has varied between HEE Local Offices, resulting in significant inconsistency around the country. In 2016, a decision was taken by the Committee of Postgraduate Dental Deans and Directors (COPDEND) to set up a working group, chaired by the Lead Dean for Dental Foundation Training, to develop a standard model to assess both an applicant's educational needs and the portfolio of evidence submitted to demonstrate equivalent experience. The process set out below provides for a structured beginning and end point whilst also allowing for local variation within the PLVE period to meet local priorities and individual needs. The full process will be introduced from July 2017 onwards and fully implemented by all HEE Local Offices by 1 January 2018. Consequently, not all elements may be in place in every HEE Local Office until this date and applicants should contact the relevant HEE Local Office to confirm its current arrangements.

- **Postgraduate Dental Deans' Responsibilities**

The performers lists regulations require dental practitioners applying to join the performers list who have not undertaken DFT and who are not exempt from the requirement to do so, to undertake such relevant period of employment as a postgraduate dental dean or director of postgraduate dental education determines that dental practitioner must complete in order to demonstrate knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed foundation training. (See 'The National Health Service (Performers Lists) (England) Regulations 2013 – sections 29-35 for full details).

- **Definitions**

Applicant – a dentist applying to join the NHS Performers List who is required to demonstrate knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training in accordance with the NHS (Performers Lists) England) Regulations 2013.

Performers List Validation by Experience (PLVE) - 'An initial assessment of dental experience - which may identify learning needs which are required to be managed and reviewed by a Postgraduate Dental Dean in accordance with The National Health Service (Performers Lists) England) Regulations 2013, 30 (2) (c).' The PLVE model replaces the process which was known as Dental Foundation Training by Equivalence (DFTQ or DFTE).

PLVE Period – the length of time set by a Postgraduate Dental Dean to enable the VED to demonstrate the knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training and to complete and submit a portfolio of evidence for assessment. This period is normally of six to twelve months duration but can be reduced or extended at the discretion of the Postgraduate Dental Dean and the confirmation of the Local Office of NHS England. The maximum duration of the PLVE Period is two years, pro-rata for part-time working, and excluding any maternity leave or long-term sickness absence.

PLVE Programme – the activities required of an applicant by the Postgraduate Dental Dean to enable the applicant to submit a completed portfolio of evidence to satisfactorily demonstrate equivalent knowledge and experience to that of a dental practitioner who has satisfactorily completed (dental) foundation training.

Placement Practice – the practice approved by a Postgraduate Dental Dean as a suitable environment for the Validation by Experience Dentist to gain the knowledge and experience required by the PLVE Programme relating to that dentist.

Postgraduate Dental Dean (or Director of Postgraduate Dental Education) means a dental practitioner appointed to that position to assist in the provision of a suitable learning environment for dental practitioners performing primary dental services to meet the requirements and standards of the Dental Faculties of the Royal College of Surgeons of England and the Department of Health.

Validation by Experience Dentist (VED) – an applicant who has been accepted into the PLVE process by the Postgraduate Dental Dean and is undertaking clinical and other activity within a PLVE programme as set out following an initial assessment.

Validation Supervisor (VS) – the experienced dental practitioner in the Placement Practice who is approved by a Postgraduate Dental Dean to provide educational support to the Validation by Experience Dentist.

- **Model for use by HEE Local Offices**

The model is based on the principle that the essential elements set out below should be in place wherever an application is made to join the NHS Performers List which requires a Postgraduate Dental Dean to carry out an assessment and subsequently to provide confirmation that the applicant has knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training.

The essential elements are:

1. A common process for assessment of the requirements for an applicant accepted into a PLVE arrangement. (see Pages 7 and 8)
2. A common model for assessment of the evidence of completion of the requirements. (see Appendix A)
3. A standard Certificate of Demonstration at the end of the PLVE arrangement (Appendix C)
4. A standard charging model (Appendix D)
5. A 'core' resource pack to support the essential elements. Additional documents may be used by individual HEE Local Offices as appropriate.

- **Process Outline**

- 1. Initial Assessment by HEE Local Office**

- a. Review of the PLVE Application Form (including the Assessment of Clinical Experience), the National Performers List Application Form (NPL1), and the initial suitability of the proposed Placement Practice and Validation Supervisor. This review will be carried out by a minimum of two assessors appointed by the HEE Local Office.
- b. Identification by the assessors of areas where evidence is already present which demonstrates knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training in accordance with the NHS (Performers Lists) England) Regulations 2013 and areas where evidence needs to be acquired and completion assessed. This process may include a meeting with an HEE Local Office nominated assessor. The information provided by the assessors will be used by the Postgraduate Dental Dean to decide on the duration of the period of employment and what evidence is required.
- c. The HEE Local Office will also set a time for submission of the required evidence, which will normally be between six and twelve months to allow the applicant sufficient time to put together a comprehensive portfolio of evidence at the first submission.
- d. The HEE Local Office Initial Assessment will be valid for the VS and the practice identified in the assessment. If a variation of VS or practice is requested, a further assessment may be required and an additional charge made based on the National Charging Structure (Appendix B).
- e. When an applicant has not practised clinically as a dentist for 2 or more years a formal assessment of clinical skills prior to the applicant joining the Performers List should be carried out by the VS. This should be undertaken in a clinical skills unit in the presence of a HEE Local Office clinician or other nominated representative. This is to ensure that the employing practice and the VS are confident that the applicant is able to deliver safe patient care and/or to enable the VS to identify any particular areas which will require targeted support. If the VS does not feel able to make a patient safety declaration with regard to the applicant, the HEE Local Office will inform the Local Office of NHS England that the applicant cannot be accepted into PLVE programme.
- f. Two formal Direct Observation of Procedural Skills (DOPS) involving the VED and patients will be carried out by the VS immediately the VED commences clinical work to assess communication and clinical skills when treating patients and to ensure patient safety. If the VS identifies concerns or is not able to make a positive declaration, the placement will need to be reviewed.
- g. Within the above guidelines the actual processes to manage the initial assessment will be determined by each HEE Local Office.

- 2. Assessment of Evidence by the HEE Local Office**

- a. Once the portfolio of evidence has been submitted by the VED, it will be reviewed against the requirements set by the Postgraduate Dental Dean and the PLVE Competencies Evidence Checklist (see Appendix B).

- b. There will be a minimum of two assessors one of whom must be a registered dentist. All assessors will be appointed by the HEE Local Office.
- c. The process for review and sign-off that the VED has demonstrated knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training is set out in more detail in Section E.
- d. A maximum of three re-submissions of evidence is permitted within the PLVE Period, including any approved extension(s) but excluding maternity leave or long-term sickness.

3. Certificate of Demonstration (Appendix C)

This will be issued by the Postgraduate Dental Dean provided that there is evidence in the submitted portfolio which demonstrates knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training in accordance with the Regulations.

4. Resource Pack

There are a number of documents and models that should be used by all HEE Local Offices and are identified as 'Core'. However, there are also many examples of documents and procedures relevant to all elements of PLVE which can be used locally in addition to the Core documents during the PLVE to enhance the quality of the support for the process, the VS and the VED. It is intended to make these available where appropriate as a resource for those involved in the management of PLVE to enable the sharing of best practice.

5. Local Processes

Sections 1 to 3 above set out the elements of the process at the start and end of the PLVE period that should be standard to all HEE Local Offices. The various requirements within the PLVE placement (e.g. use of pastoral visits, assessment tools, etc.) will be at the discretion of the relevant HEE Local Office and may be subject to variation, but the final outcome must be the submission of a portfolio of evidence which meets the requirements set out in Appendix D.

• Management of the Overall Process

On receipt of notification from the applicant that they are required to demonstrate equivalence to Dental Foundation Training, the HEE Local Office will confirm that the applicant has identified a potential practice in which to work and a suitable dentist within the practice to carry out the role of VS.

The HEE Local Office will confirm with the Local Office of NHS England that there are no issues with the proposed practice and/or VS.

The HEE Local Office (or its agent) will then send out the standard application form (which includes an Assessment of Clinical Experience) to the applicant, together with a request for payment of the initial charge. Payment of the initial charge (see Appendix D) is required before the application can be considered. Information will also be sent to the proposed VS.

Once payment has been received, the HEE Local Office will review the application and determine the educational and associated requirements to enable the applicant to be accepted into the PLVE programme.

Unless the proposed Placement Practice has been involved in the PLVE process or in Dental Foundation Training, in the previous two years, a practice inspection will be carried out. Similarly, if the proposed VS has not been involved in the PLVE process or in Dental Foundation Training, in the previous two years, an interview will be carried out. If the Placement Practice or VS is not approved, it is the responsibility of the applicant to identify an alternative Placement Practice or VS for consideration by the HEE Local Office.

If the applicant has not practised clinical dentistry for two or more years, the VS should be required to carry out a formal assessment in a clinical skills unit to formally confirm that the applicant has the knowledge and skills to provide safe patient care in their practice. The applicant cannot enter the PLVE programme until this has been completed.

If the proposed Placement Practice and VS are approved and, where necessary, the clinical skills assessment has been satisfactorily completed, the HEE Local Office will contact the Local Office of NHS England to confirm their approval and the duration of the PLVE period. If the other criteria for Performers List admission are met, the Local Office of NHS England will then add the applicant to the Performers List, with the condition that the applicant needs to complete PLVE.

At this point the applicant formally enters the PLVE Programme and becomes a Validation by Experience Dentist (VED). It is a requirement that the Practice VS carries out two Direct Observation of Procedural Skills (DOPS) exercises within first two weeks of the VED commencing and reports the outcomes to the HEE local Office. One DOPS will assess communication skills and the other DOPS, clinical skills.

In the first week of the programme, the VED will work with the VS to produce an Action Plan which will be designed to address the PLVE programme requirements specifically set for the VED by the Postgraduate Dental Dean

To the timescale set by the HEE Local Office (normally four weeks before the end of the PLVE Period), the VED will submit a portfolio of evidence for review by the HEE Local Office assessors. Payment of the remainder of the PLVE programme charge and any other outstanding payments must be included with the submission.

The PLVE Period can be extended for a limited time at the request of the VED in writing and subject to the approval of the Postgraduate Dental Dean, the agreement of the VS and the approval of the Local Office of NHS England.

If the evidence is assessed to be complete and to demonstrate knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed (dental) foundation training in accordance with the Regulations, the HEE Local Office informs the VED and the Local Office of NHS England and issues a Certificate of Demonstration to the VED. For the purposes of entry onto the Performers List, this Certificate carries the same status as that which demonstrates Satisfactory Completion of Dental Foundation Training. The VED will also be asked to complete a HEE Local Office PLVE quality management questionnaire, if required.

If the evidence is assessed by the HEE Local Office assessors not to be complete, or not to demonstrate knowledge and experience equivalent to that of a dental practitioner

who has satisfactorily completed (dental) foundation training in accordance with the Regulations, the HEE Local Office informs the VED of outstanding requirements, the amount of any additional charges and extends review period if necessary to enable the VED to resubmit the portfolio for further assessment by the HEE Local Office. The maximum number of resubmissions permitted is three and all submissions must be made within two years of the start of the original PLVE Period.

Once the Local Office of NHS England has received a Certificate of Demonstration from the VED, it will review the VED's Performers List status and the condition that the VED should complete PLVE will be removed. This does not preclude the Local Office of NHS England from placing other conditions on the applicant if it deems this to be necessary

Management of concerns with regard the VED in the practice is the responsibility of the VS and/or the employer. Where there are concerns with regard to the educational elements of the programme, the relevant HEE Local Office should be contacted for advice.

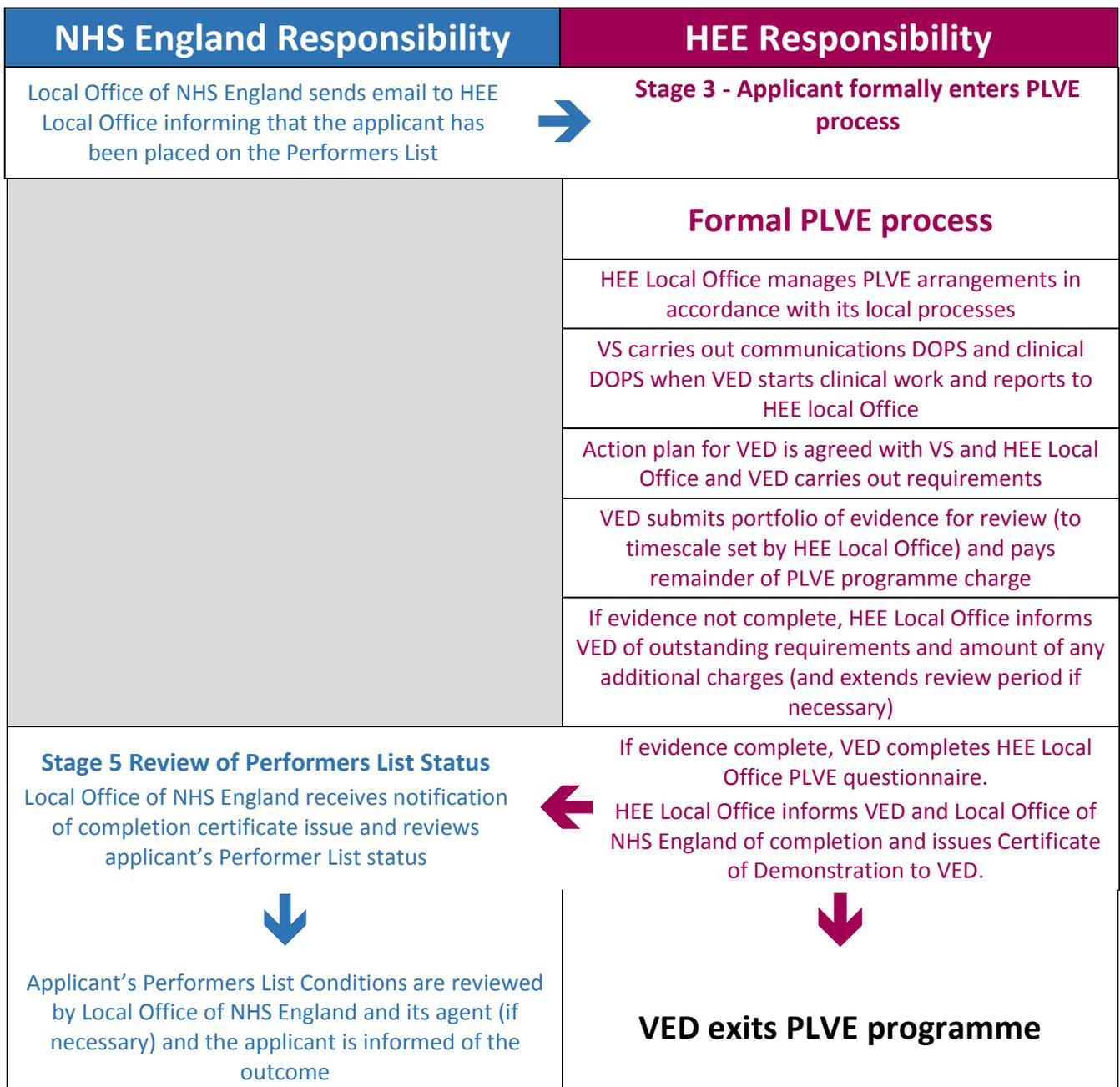
The VS is responsible for ensuring that the educational requirements set by the HEE Local Office are delivered in a timely manner and that the HEE Local Office is informed if there are any issues which affect the delivery of the educational requirements or the status of the VED.

The majority of VEDs are expected to satisfactorily complete the PLVE programme during the initial PLVE Period. Where a VED is unable to complete the programme (after extension if necessary) it will not be possible to issue a Certificate of Demonstration. In these circumstances, the Postgraduate Dental Dean will inform the Local Office of NHS England of non-completion, inform them which elements have not been demonstrated and that the PLVE Period is terminated. The Local Office of NHS England will then review the dentist's Performers List status.

A diagrammatic representation of the process for the management of applications is set out on the following two pages.

Performers List Validation by Experience (PLVE) Process for the Management of Applications

<p>Where elements of the process are delegated to a third party, it is important to ensure that, in accordance with Regulation 30(2)(c)(iii), the dentist has been assessed by a post-graduate dental dean or director of postgraduate dental education to have demonstrated knowledge and experience equivalent to that of a dental practitioner who has satisfactorily completed foundation training.</p>	
NHS England Responsibility	HEE Responsibility
<p>Stage 1N- Local Office of NHS England informed by CAPITA that applicant may need to undertake PLVE</p>	<p>Stage 1H –HEE Local Office informed by applicant that they may need to undertake PLVE and identifies proposed practice Validation Supervisor (VS)</p>
<p>Local Office of NHS England determine if there are any issues with the proposed practice and VS</p>	<p>HEE Local Office confirms that PLVE required and seeks confirmation from Local Office of NHS England that there are no outstanding issues with proposed practice and VS</p>
	<p>HEE Local Office (or its agent) sends Assessment of Clinical Experience (ACE) form to the applicant Application forms and guidance packs are sent out to both Applicant and potential VS</p>
<p>Local Office of NHS England ensures that there are no outstanding issues and informs HEE Local Office</p>	<p>HEE Local Office requests initial payment and, once received, reviews ACE and application information, checks that proposed VS and placement practice meet its criteria for appointment and decides on approval or otherwise</p>
	<p>If approved, HEE Local Office sets educational requirements, informs applicant and VS</p>
	<p>Practice VS carries out formal assessment of clinical skills if applicant has not practised clinically as a dentist for 2 or more years</p>
<p>Stage 2 – Entry on to Performers List Local Office of NHS England adds applicant on to Performers List, with the requirement that the applicant needs to complete PLVE</p>	<p>HEE Local Office contacts Local Office of NHS England (<i>and/or its agent</i>), confirms approval and duration of PLVE period.</p>
	



APPENDIX A

PLVE

Competency Evidence Portfolio Requirements

Domain – Professionalism		
Competency		Evidence required
P01	Have an up to date Personal Development Plan (PDP) indicating professional aims and objectives	Copy of Personal Development Plan with learning needs identified for next 12 months
		Reflective log of recent learning
P02	Aware of and understand the requirements of the GDC document “Standards for the Dental Team”	Evidence of tutorial signed by Validation Supervisor (VS) or attendance at HEE Local Office approved course on GDC requirements,
		Signed reflective commentary demonstrating understanding of the requirements
P03	Understand practice-based NHS complaints procedures	Copy of practice NHS complaints procedure
		Anonymised copy of complaint (if available) and response
		Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on NHS complaint management,
		Signed reflective commentary demonstrating understanding of NHS complaints management
P04	Work with patients and colleagues demonstrating courtesy and professional integrity	Results of NHS patient satisfaction survey (questionnaires)
		Signed reflective commentary demonstrating learning from the survey results
		Summary of multi-source feedback (MSF) outcomes from colleagues and staff (minimum of 8 where possible)
		Signed reflective commentary demonstrating learning from the feedback outcomes
		Practice appraisal outcomes
P05	Knowledge and understanding of Clinical Audit and Peer Review	Evidence of NHS-based audit and/or peer review experience during PLVE Period
P06	Commitment to Lifelong Learning and professional development, including Core CPD	Records of GDC-required CPD for previous twelve months, including reflections.
		Evidence of participation in Core CPD as required by the GDC including Medical Emergencies; Disinfection and Decontamination; Radiography and radiation protection; Legal and ethical issues; Complaints handling; Early detection of Oral Cancer; Safeguarding children and young people; and Safeguarding vulnerable adults

Domain – Management & Leadership

Competency		Evidence required
M01	Able to demonstrate good record keeping	Evidence of tutorial signed by the VS or attendance at HEE Local Office approved course on record keeping
		Record keeping audit cycle completed for a minimum of 21 NHS patient records (on HEE Local Office template, if available)
		Signed reflective commentary demonstrating understanding of the principles of good record keeping
M02	Able to refer patients to specialist colleagues	A minimum of two sample referral letters completed by applicant (anonymised), together with responses from specialist (at least 1 in each speciality referred to)
		Evidence of a tutorial on referral protocols and writing referral letters
		Signed reflective commentary demonstrating understanding of the principles of referrals
M03	Able to prescribe drugs / therapeutics for patients safely and with knowledge of potential drug interactions	Copy of practice NHS drug prescribing protocols
		Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on prescribing and drug interactions,
		Signed reflective commentary demonstrating understanding of the protocols
		Sample of anonymised NHS patient records demonstrating ability to prescribe appropriately
		Certificated completion of Dental Script learning resource. http://hee3cpd.dentalprescriber.org/login
M04	Appropriate training in up to date IRMER regulations and Radiation Protection	Evidence of attendance at IRMER or equivalent radiological training within past five years (5 hours verifiable CPD minimum)
		Signed reflective commentary demonstrating understanding of the regulations and procedures of dental radiology
M05	Knowledge of Cross Infection Control procedures to HTM 01-05 standards	Copy of practice infection control procedures
		Signed reflective commentary demonstrating understanding of infection control procedures

Domain – Management & Leadership (continued)

Competency		Evidence required
M06	Knowledge of H&S policies and regulations including COSHH	Copy of practice Health & Safety policy
		Signed reflective commentary demonstrating understanding of Health & Safety principles and requirements
		Copy of practice COSHH statements
		Signed reflective commentary demonstrating understanding of the COSHH regulations
		Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on Health & Safety and COSHH requirements
M07	Awareness of NHS regulations in providing treatment for patients	Evidence of previous experience in NHS primary care dentistry since April 2006 (if undertaken)
		Evidence of attendance at a HEE Local Office approved NHS dentistry induction programme or equivalent training
		Evidence of tutorial signed by VS or attendance at HEE Local Office approved course on NHS regulations,
M08	Understanding of Employment and Contract Law in UK	Copy of the practice employment contract/associate agreement
		Signed reflective commentary demonstrating understanding of the basic principles of relevant employment and contract law in relation to dental practice
M09	Ability to recognise and deal with medical emergencies in the Dental Practice	Copy of CPR training certificate within the previous 12 months
		Copy of practice emergency drug protocol
		Signed reflective commentary demonstrating understanding of the principles of managing medical emergencies
M10	Knowledge of current Safeguarding Children and Vulnerable Adults Level 2 requirements and their application in practice	Copy of the practice Safeguarding policy
		Evidence of tutorial on Safeguarding signed by VS
		Signed reflective commentary demonstrating understanding of the principles of Safeguarding

For Clinical and Communication Domains please see next pages

Domain: Clinical

Competency		Evidence required
CL01	Understanding and Experience of Working in NHS Primary Care Dentistry.	Clinical portfolio for the PLVE Period, signed by VS
		Signed VS's Structured Report on competence progression
		Evidence of any Case-based Discussions (CbDs) and Dental Evaluations of Performance (ADEPTs) identified in the Action Plan and undertaken during the PLVE Period and of learning from outcomes
		Evidence of tutorials and attendance at HEE Local Office approved courses on clinical elements identified in the PDP and/or by the HEE Local Office
CL02	Competency	Evidence required
	Patient examination & diagnosis	A minimum of five samples of patient assessments (anonymised) demonstrating a broad range of diagnostic skills
		Signed reflective commentary demonstrating understanding of the principles of patient examination and diagnosis
	Treatment planning & patient management	A minimum of five samples of patient treatment plans (anonymised) demonstrating a broad range of treatment planning and patient management skills
		Signed reflective commentary demonstrating understanding of the principles of treatment planning and patient management
	Health promotion & disease prevention	Summary NHS BSA data (anonymised) demonstrating the performance of preventative procedures to conserve tooth structure, prevent dental disease and oral health
		Signed reflective commentary demonstrating understanding of the principles of health promotion and disease prevention
		Audit demonstrating compliance with the national toolkit 'Delivering Better Oral Health'
	Dental emergencies	Summary NHS BSA data (anonymised) demonstrating experience in the management of dental emergencies
	Local anaesthesia, pain & anxiety control	Signed reflective commentary demonstrating understanding of the principles of appropriate management of pain control and anxiety in patients
	Periodontal therapy & management	A minimum of five samples of patient treatment records (anonymised) demonstrating appropriate management of periodontal conditions in patients
		Signed reflective commentary demonstrating understanding of the principles of periodontal therapy and management

	Hard & soft tissue surgery	A minimum of five samples of patient treatment records (anonymised) demonstrating effective management of buried roots etc.
		Summary NHS BSA data (anonymised) demonstrating the performance of extractions on a range of patient groups
	Management of the developing dentition	Signed reflective commentary demonstrating understanding of the principles of management of the developing dentition, including IOTN and other indices
	Restoration of teeth	Summary NHS BSA data (anonymised) demonstrating the provision of simple and complex restorative treatments (Bands 2 and 3) on a range of patient groups
	Replacement of teeth	Summary NHS BSA data (anonymised) demonstrating the provision of a range of fixed and removable prostheses, including bridges, removable and complete dentures
CL03	Previous Experience of Working in NHS Primary Care Dentistry (only required if previous experience has taken place)	CV and signed reflective commentary on learning achieved through previous experience
		Evidence of previous experience of providing a broad range of treatments on NHS patients

Domain: Communication		
Competency		Evidence required
CO01	Able to communicate with patients appropriately	Results of NHS patient satisfaction survey –see also Competency P04
		Evidence from DOPS undertaken at the commencement of the training period
		Evidence of CbDs and DEPs undertaken on NHS patients during PLVE Period, if applicable
		Signed reflective commentary demonstrating understanding of the importance of effective patient communication
CO02	Understanding of the importance of Team Work in Dentistry	Evidence of involvement in staff training and practice meetings
		Signed reflective commentary demonstrating understanding of the importance and application of team working

Appendix B

Guidance on Reflective Commentaries

A reflective commentary should provide sufficient information to assure the assessor that the writer understands the principles underlying the topic and the processes needed to implement best practice and/or statutory requirements. In essence, that the assessor can be sure that the writer understands the topic, its application in practice and its relevance personally.

Structure for Reflective Writing

- Description
 - What is the background to the topic?
 - What are the main ideas or issues?
- Interpretation
 - What does it mean?
 - How does it apply in practice?
- Outcome
 - What does it mean for me?
 - How do I apply it in my practice/work?

A list of requirements without any analysis of how it relates to practise is not sufficient.

The length of the commentary will vary depending on the complexity of the topic, but about one page (single-spaced, font size 11) is normally adequate. The writer must determine whether or not additional information is required to demonstrate understanding.

Reflective commentaries should be signed by the writer and include a confirmatory statement that the work is original.

It may be helpful to ask a third-party (e.g. the Validation Supervisor) to read and comment on the commentary before submission for assessment



THIS IS TO CERTIFY THAT:

[Name of dentist and qualification]

[GDC registration number]

has

Demonstrated Compliance

**with the requirements of Regulation 30
of**

the National Health Service

**(Performers Lists) (England) Regulations 2013
(or equivalent in Wales and Northern Ireland)**

Certificate No.:

Signed: _____ Postgraduate Dental Dean

Date:

APPENDIX D

Performers List Validation by Experience

National Charging Structure

(Applicable to most HEE Local Offices for applications made from 1 September 2017 and all Offices from 31 December 2017)
 (Current at 1 April 2017 but may be subject to change)

Item	Cost (£)
Standard Basic Charges	
Initial assessment of application	400
The above charge is payable in advance for all PLVE applications and is non-returnable. Applications cannot proceed until this payment has been made	
PLVE programme charge, including first assessment of evidence portfolio and report	800
The above charge is payable on first submission of the VED's portfolio of evidence. Portfolio assessment cannot proceed until this payment has been made	

Additional modular costs (where required)	
Payment in advance is required for all modular costs	
Supervised pre-start assessment by Validation Supervisor (VS) in CSU (Compulsory if applicant has not practised clinical dentistry for 2 or more years)	500
Practice assessment visit	650
Validation Supervisor interview at practice	500
Combined practice assessment and VS interview at one visit to practice	810
VS interview at HEE Local Office venue	180
TPD (or equivalent) meetings/visits at practice (per meeting/visit)	330
TPD (or equivalent) meetings at HEE Local Office venue (per meeting)	180
Additional portfolio reviews as required (per review)	280
HEE Induction programme (per module of 3.5/4.0 hours). Not available in all areas	90
Assessors' travel (per mile)	Locally set rate