**A Reference Guide**

**for**

**Dental Foundation Training**

**in**

**England**

**Applicable to Foundation Dentists in England undertaking assessment by Final Review of Competence Progression (RCP) Panels in July and August 2020**

**Supplement 5**

**Final RCP Guidance**

**(2020 only)**

**This Supplement applies to Foundation Dentists in**

**Dental Foundation Training Programmes in England only**

**Alternative arrangements apply in Wales, Northern Ireland, Scotland and in the Defence Deanery**

**Supplement to the Dental Blue Guide**

**dated September 2016**

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**Important Notice**

The information in this Supplement is specific to the management of the Final RCP process in England in July and August in 2020 and replaces all previous guidance relating to the management of Outcome 6C. Alternative Final RCP arrangements apply in Northern Ireland, Wales and the Defence Deanery. There is a different review process in Scotland.

For Dental Foundation Training information other than that relating to Final RCP in 2020. please refer to the Dental Blue Guide September 2016 and Supplements 1 to 3.

**Background**

The purpose of this Guidance is to implement a process to support current Foundation Dentists in England whose placement has been disrupted by the Covid-19 pandemic. RCP Outcome 6C is designed to enable dentists judged to be able to work independently, to gain further experience in any competencies not fully demonstrated during Dental Foundation Training (DFT) in a supported manner, whilst working in the NHS General or Personal Dental Services (GDS or PDS) or in Dental Core Training.

Outcome 6C is available to this year’s Final RCP Stage 1 and Stage 2 Panels in England where the clinical training of a Foundation Dentist has been interrupted by the Covid-19 pandemic. Where an Outcome 6C is awarded the Foundation Dentist will be given the opportunity to enter a period of Supervised Support as recommended by the RCP Panel and confirmed by the Postgraduate Dental Dean for that HEE Local Office. The period of Supervised Support may take place at any location in the UK approved by the Postgraduate Dental Dean for the area where the Supervised Support will take place, subject to any additional arrangements required by the administrations in Northern Ireland, Scotland and Wales. The requirement to undertake Supervised Support will also be communicated to the relevant NHS England Local or Regional Team which manages the NHS Performers List (or equivalent organisation in Northern Ireland, Scotland and Wales).

To ensure consistency, all Outcome 6C recommendations will be reviewed and ratified by a [National Review Panel for](#NRP) Outcome 6C following the Final RCP Panel process.

**Outcome 6C Descriptor**

|  |  |  |
| --- | --- | --- |
| **Outcome and Descriptor** | **Detail** | **Applicable to Panel(s)** |
| **Outcome 6C**  Demonstrated all required competences and prescribed elements subject to completion of identified actions | The Panel will recommend that the Foundation Dentist should complete the specified missing requirements to demonstrate Satisfactory Completion (Outcome 6) within a specified period after Dental Foundation Training. Suitability for the award of an Outcome 6 will be subject to review before the end of the specified period.  The panel recommend that FD is judged to be able to work independently in NHS primary dental care services but requires focussed development and support in identified competency elements to gain proficiency in those areas. | Final RCP Stages 1 and 2  Final RCP Stage 2 |

**Guidance to Final RCP Panels**

To enable the RCP process to allow Foundation Dentists to submit evidence later than normal due to the Covid-19 disruption and to take account of the Outcome 6C [National Review Panel](#NRP) process (see page 5), the following amendments have been made for this year only.

**Timeline**

In order to allow Foundation Dentists to have an opportunity to further demonstrate the competencies required for Satisfactory Completion following the resumption of clinical practice from 8 June 2020, the following changes have been made to the timeline for the Final RCP process.

These timelines are deliberately ‘tight’ to enable FDs the maximum opportunity to demonstrate competencies whilst ensuring that the full RCP process (including appeals if required) can be completed by 31 August 2020.

* Final RCP Stage 1 Panels will meet by 31 July 2020
* Final RCP Stage 2 Panels will meet by 7 August 2020
* National Review Panel or Panels will meet in the week commencing 10 August 2020
* A further National Review Panel may be convened in September 2020 to review any further Outcome 6C recommendations following local Outcome 6R review

All RCP Panels may ‘meet’ remotely should circumstances dictate.

**General Guidance**

* **Outcome 5** - Where possible the use of **Outcome 5** should be avoided. The purpose of Outcome 5 is to allow the FD to submit omitted evidence (i.e. **evidence which already exists but was not submitted**). Outcome 5 should not be used where the actions to create evidence can only be undertaken after the Panel meeting. In the latter case, Outcomes 6C or 6R should be used. Where an Outcome 5 has to be used, for expediency any missing evidence may be considered by a Stage 2 Panel.
* **Outcome 6.** The revised minimum requirements for Satisfactory Completion (Outcome 6) to take account of the disruption to training are set out in [Appendix A](#A1). To be eligible for an award of Outcome 6, ALL Minimum Requirements must be met in full. There is no compensatory mechanism (e.g. between crowns and bridges).
* **Outcome 6R** should only be used if the Panel is confident that any outstanding requirements can be demonstrated by 31 August 2020. If this is not the case, Outcome 6C should be used.
* **Outcome 6C** - Additional Outcome available for 2019/20 only**:** Demonstrated all competences and prescribed elements subject to completion of identified actions
* See [Outcome descriptor](#O6D) on page 3 for details
* In all cases where an Outcome 6C is recommended, the RCP Panel must complete a report documenting the reasons for the decision and specifying the outstanding requirements to demonstrate Satisfactory Completion. This document will form part of the material reviewed by the National Review Panel (England).
* All Outcome 6C recommendations from all Final RCP Panels will be reviewed by the National Review Panel. Outcome 6C recommendations made by a Stage 1 Panel do not need to be reviewed by a Stage 2 Panel as well.
* **Additional material to be reviewed for all Foundation Dentists by Final RCP Panels**
* Educational Supervisor’s detailed structured report
* Training Programme Director’s structured report including items specific to Outcome 6C.

**Use of Outcome 6C**

* An Outcome 6C will be recommended when a Foundation Dentist has completed the majority of the requirements for Satisfactory Completion and any missing requirements as a direct result of the Covid-19 disruption should be able to be completed within a specified period after Dental Foundation Training.
* If it is anticipated that all required competences and prescribed elements can be demonstrated by 31 August 2020, an Outcome 6R (see below) should be considered.
* The Panel should also take account of any relevant activity (clinical and non-clinical) during the Covid-19 pandemic period.
* When recommending an Outcome 6C, the Panel will need to identify the specific elements that remain to be demonstrated and reviewed at the end of a specified period for Satisfactory Completion to be confirmed. This information will be used by the Foundation Dentist to create a specific Personal Development Plan when they commence Supervised Support.
* RCP Panel Reports must include a recommendation on the maximum period of Supervised Support necessary to demonstrate the required elements. The recommended period of Supervised Support should not exceed 5 months unless there are exceptional circumstances. In many instances it may be possible for the evidence to demonstrate the requirements associated with Outcome 6C to be submitted in less than 5 months.
* All Outcome 6C recommendations will be reviewed by a [National Review Panel](#NRP) set up for that purpose.

**Use of Outcome 6R**

* This Outcome will be available to Final RCP Stage 1 Panels only and may be used where there is evidence that treatments started before the cessation of clinical activity may be completed by 31 August 2020. Examples of this include the fitting of a crown or bridge, or the completion of an endodontic treatment.
* Outcome 6R may also be used where it is anticipated that some or all prescribed elements may be able to be undertaken and completed by 31 August 2020.
* Outcome 6R evidence will be assessed by a Panel which should consist of the HEE Local Office Associate Dean for Dental Foundation Training and a TPD who is not the TPD for the FD’s Scheme.
* Outcome 6R Assessors can make the following recommendations:
  + **Outcome 6** (Demonstrated all required competencies and prescribed elements) or,
  + **Outcome 6C** (Demonstrated all competences and prescribed elements subject to completion of identified actions).
* Outcome 6C recommendations will be reviewed by a [National Review Panel](#NRP) set up for that purpose.

**Completion of RCP Panel Report for Outcomes 6C or 6R**

It has not been possible to amend the Final RCP Panel Reports on the e-Portfolio to accommodate Outcome 6C requirements. When an Outcome 6C or 6R is recommended, the following procedure should be adopted:

1. The appropriate Final RCP Panel Report should be used
2. The ‘Outcome 6’ box should be highlighted
3. The free text box below this section should be completed to include the following information
4. The words ‘Outcome 6C’ or ‘Outcome 6R’ followed by **the requirement(s) to be demonstrated, the reason(s) for the requirement(s) and the timeline for completion (maximum 5 months).**
5. Where the above information relates to Outcome 6C the same information should also be entered on the spreadsheet supplied for that purpose. The information on the spreadsheet will be used to inform the National Review Panel for Outcome 6C and should also be used by Local Offices.

**National Review Panel for Outcome 6C**

* All Outcome 6C decisions by RCP Panels in England will be reviewed and ratified by a National Review Panel set up for that purpose. The recommendations of the Panel, including any variations to the original Panel decision, must be recorded on the relevant RCP form.
* The purpose of a National Review Panel is to ensure that there is consistency and fairness in the application of requirements relating to Outcome 6C. It will not revisit in detail evidence already reviewed through the Final RCP process. It is not an appeal process.
* The Panel will only consider Outcome 6C recommendations.

**Panel composition**

* The National Review Panel will consist of the following panel members:
  + Lead Dean for DFT or their nominated deputy (Chair)
  + One Postgraduate Dental Dean from other Deanery/HEE Local Office
  + Lay member and/or other external representative
* Where the Outcome 6C decisions are being considered from the same Deanery/Local Office as one of the Panel members then that Panel Member should be substituted by a Postgraduate Dental Dean from a different Deanery/Local Office appointed for that purpose.

**Material to be reviewed by National Review Panel**

* Outcome 6C report(s) summary from the Local Office Final RCP Panel(s) – on Excel spreadsheets provided to the Panels
* The National Review Panel may also consider the following where necessary to reach a decision:
  + Educational Supervisor’s detailed structured report
  + Training Programme Director’s structured report including items specific to Outcome 6C.

**Options available to the National Review Panel**

* **Ratify Outcome 6C** without amendment (the Panel is satisfied that the requirements set by the Final RCP Panel for an Outcome 6C are consistent with those of other FDs who have been awarded an Outcome 6C) or,
* **Amend Outcome 6C requirements** (the Panel determines that the requirements set by the Final RCP Panel for an Outcome 6C are inconsistent with those of other FDs who have been awarded an Outcome 6C) or,
* **Amend Outcome 6C to Outcome 6** (the Panel determines that, the evidence submitted is consistent with that of other FDs who have been awarded an Outcome 6) or,
* **Amend Outcome 6C to Outcome 3** ((the Panel determines that, the evidence submitted is consistent with that of other FDs who have been awarded an Outcome 3)

Where the original Outcome 6C is not ratified, the Panel must state the reasons in the Panel Report.

**Appeals**

**Outcome 6C Appeals Process**

Foundation Dentists who are awarded an Outcome 6C have the right of appeal.

* Outcome 6C appeals will only be allowed following a decision of the National Review Panel
* Where required, Outcome 6C appeals will be managed by Local Offices and will be completed by 28 August 2020. Postgraduate Dental Deans should have a contingency plan in place to ensure that appeals can take place by this date.
* Outcome 6C appeals will be managed through the revised process set out below
* There will not be a Review stage as this has already been undertaken by the National Review Panel
* If a Foundation Dentist does not accept the recommendation of an Outcome 6C they have the right to request an appeal hearing. Appeal requests should be made in writing to the PGDD within **five** working days of the trainee being notified of the RCP outcome. The request must specifically state the grounds for appeal.
* A formal appeal hearing should normally take place within **five** working days of receipt of a request for an appeal. Members of the original Panels must not take part in the appeal process. All documentation which will be considered by the appeal panel must be made available to the Foundation Dentist.
* The appeal panel should include:
  + the Postgraduate Dental Dean of the HEE Local Office where the trainee is based or a nominated representative as chair,
  + a Postgraduate Dental Dean or nominated representative from an adjacent region,
  + a Lay and/or other external representative.
* Foundation Dentists have a right to be present at the appeal, to address it and to submit written evidence beforehand.
* It is not usual for a family member or legal representative to be present at appeals. If the Foundation Dentist wishes to bring a legal representative, this will be at the discretion of the panel chair and requests must be made **three** working days in advance of the appeal hearing. Legal representatives should be reminded that appeal hearings are not courts of law and the panel governs its own procedure, including the questioning to be allowed of others by the legal representatives.
* The appeal panel may decide that Outcome 6C is not justified and that an Outcome 6 should be awarded. The decision of the appeal panel is the final part of the process.

**Appeals of other Outcomes**

**Outcomes 3 and 4**

* Outcomes 3 and 4 appeals will be managed locally in line with process set out in the Dental Blue Guide and local SOPs.

**Outcome 6**

* There is currently no appeal process for an Outcome 6 recommendation.

**Information on the Supervised Support model is set out on the following pages.**

Detailed guidance on the model can be found in *‘A Reference Guide for the Management of Supervised Support following Dental Foundation Training in England’*

**Supervised Support for Outcome 6C**

**Purpose**

The purpose of a period of Supervised Support is to provide the former Foundation Dentist with the opportunity to demonstrate the additional competencies identified through a structured Personal Development Plan (PDP) to be awarded a Certificate of Satisfactory Completion of DFT at a later date. The focus of Supervised Support will be based on the requirements set out in the Outcome 6C award and delivered through the Personal Development Plan.

**Process**

The issue of an Outcome 6C will mean that the FD is awarded a Certificate of Completion of Dental Foundation Training setting out those competencies demonstrated and those not demonstrated. When a dentist is in a position to carry out procedures to demonstrate the outstanding competencies, they will apply to the HEE Local Office where they undertook DFT to join the Supervised Support programme. Once approved, if the Supervised Support will take place in another area, the location and Supervisor will then be agreed with the HEE Local Office (or equivalent) in the new area where the supervision will take place. The HEE Local Office where DFT was undertaken must be informed in advance of the allocated Supervisor and practice and the date of commencement of Supervised Support to enable the practice to receive a payment during the agreed period of Supervised Support.

**Period of Supervised Support**

The maximum period of funded Supervised Support will normally be for up to five months in total from the point when the dentist is able to undertake activity relevant to the competencies set out in their Outcome 6C Personal Development Plan. Assessment of the relevant clinical activities should take place in time specifically set aside from other clinical activities. Exceptionally, the period of Supervised Support may be extended with the agreement of the Postgraduate Dental Dean. Where circumstances dictate (e.g. the dentist may enter one or more DCT posts when opportunities for Supervised Support are limited; or for statutory leave, or prolonged illness), the Supervised Support period may be ‘paused’ to allow any remaining competencies to be demonstrated later. No payments for Supervised Support will be made during a period of ‘pause’.

Supervised Support will normally be provided as a continuous programme but, where this is not possible, may be provided in ‘blocks’, provided the overall period does not exceed five months.

Please note that for well-founded educational reasons (such as the need to maintain foundation competences/capabilities) any recommended period of Supervised Support must be completed by former Foundation Dentists within 24 months of the termination of Dental Foundation Training (i.e. by 31 August 2022). Unless there are exceptional circumstances, funding for Supervised Support will not be available after that date. Former Foundation Dentists may then need to consider alternative routes to demonstrate Satisfactory Completion to access or remain on the NHS Performers List (or equivalent organisation in Scotland, Wales and Northern Ireland).

**Requirements during the Supervised Support period(s)**

During the period of Supervised Support, the dentist will be required to:

* Work an average of 7.0 hours per week under the direction of an approved Supervisor in a practice or location approved by a Postgraduate Dental Dean. The period of Supervised Support required will be determined by the RCP Panel and based on the degree of further experience needed to fully demonstrate the identified competencies. Where appropriate, Supervised Support may be provided at the practice where the dentist is working at that time. Where allocation to an already approved practice or location is not possible, alternative arrangements may be agreed and approved by the Postgraduate Dental Dean. Supervised Support activity may be taken on a sessional basis or in an equivalent arrangement agreed in advance with the local Postgraduate Dental Dean.
* Hold a Supervised Support Agreement with the HEE Local Office in the area where the dentist is working.
* Develop, with the appointed Supervisor, a programme specifically designed to address the elements identified in the Outcome 6C requirements through a Personal Development Plan within the timescales of the Supervised Support period.
* Submit the Supervised Support programme proposal before the start of the Supervised Support period for approval by the Postgraduate Dental Dean (PGDD) in the area where DFT was undertaken. If Supervised Support will take place in a different area to that where DFT was undertaken, the approved programme will be sent to the PGDD in the new area for information. The HEE Local Office/Deanery where the Supervised Support is being undertaken will manage any day-to day issues associated with Supervised Support, in consultation with the original HEE Local Office if necessary. Neither the Local Office/Deanery where the Supervised Support is taking place or the original Local Office will be responsible for the employment of the Dentist undertaking Supervised Support.

**Subsequent assessment of Outcome 6C evidence**

* Dentists undertaking Supervised Support will be able to submit evidence to demonstrate competency in the requirements set by the RCP Panels. This evidence must be submitted to the Local Office where the dentist undertook Dental Foundation Training and will be reviewed by a Final RCP Stage 2 Panel set up by that Local Office.
* Assessment of Outcome 6C evidence will be limited to the former Foundation Dentist’s submission of evidence against the specified requirements set by a Final RCP (Stage 1 or 2) panel and will determine whether or not a former Foundation Dentist receives a Certificate of Satisfactory Completion of Dental Foundation Training (CSCDFT).
* Evidence must be submitted by the former Foundation Dentist awarded an Outcome 6C for review before the end of the allotted Supervised Support time to demonstrate to an FRCP Panel in the original Deanery/Local Office that the requirements set in connection with an Outcome 6C award have been met. Where all requirements have been demonstrated, the Panel will recommend that an Outcome 6 is confirmed and a Certificate of Satisfactory Completion of Dental Foundation Training (CSCDFT) issued.
* FRCP Panels to consider the submission of Outcome 6C evidence will be convened at the discretion of the local Postgraduate Dental Dean. For convenience and efficiency, the frequency of Panel meetings may depend on the number of submissions received but should not be longer than 8 weeks after submission.

**Payments during a period of Supervised Support**

During the period of Supervised Support, a payment of £1000 per month will be made to the supervising practice to cover the costs associated with the Supervised Support programme. The period of Supervised Support will be set by the Final RCP Panel dependent on the requirements set out in the Outcome 6C Panel Report.

**Working outside England**

Dentists who receive an Outcome 6C and elect to work elsewhere in the UK may need to demonstrate Satisfactory Completion in accordance with the relevant administration’s requirements outside, or in addition to, HEE’s Supervised Support mechanism. Where this is the case, Supervised Support funding may not always be available.

**See following pages for Appendices**

**APPENDIX A**

**Revised Minimum Requirements for Satisfactory Completion (Outcome 6)**

|  |  |  |
| --- | --- | --- |
| **Revised Minimum Requirements** | | **Justification** |
| **NON-CLINICAL** |  |  |
| ADEPT – completed by both FD and ES | 12 | Clinical activity stopped 21 March 2020. However, could do ADEPT on relevant experience (e.g. triaging). Portfolio states 18 by Month 9 so should have minimum of 12 by Month 7.  Where the opportunity to undertake further ADEPTs exists, these should be undertaken to assist in the FD’s learning. |
| CbD – completed by both FD and ES | 10 | See paragraph 2.3 of *‘Guidance for DFT Educational Supervisors to support 2020 Final Review of Competency and Progression (FRCP) Stage 1’* document |
| 11 Clinical Competencies assessed by either CbD and/or ADEPT (see competency assessed section of DFT portfolio) | All completed (min 1 for each) | Can be met via CbD during COVID 19 period |
| All competencies under Management & Leadership met | All met at least once | These elements should have been undertaken irrespective of the lack of clinical activity |
| Tutorials completed by both FD and ES | Min 40 | Should still be undertaken during COVID 19 period |
| Study Day reflections completed by FD and TPD | 25 | Reflections should have been completed for all Study Days attended |
| Reflective logs completed by FD, ES and TPD | 18 | Should still be undertaken during COVID 19 period. May include activities undertaken elsewhere which included relevant learning opportunities |
| Learning needs completed | Minimum 15 learning needs generated | Learning needs completed in line with expectations for independent practice and reflective of DFT curriculum. Learning needs identified and completed as a result of Covid-19 activity may be included |
| Audit/projects/cases relevant to region | Yes | Can be non-clinical audit cases or if redeployed extensively, then a reflective account |
| TPD FRCP Report | Yes |  |
| ES FRCP Report | Yes | Including the Supplementary Report for all FDs |
| **CLINICAL** |  |  |
| Dentures | 7 of any type | If not completed, the reasons for non-completion and the stage reached should be stated\* |

|  |  |  |
| --- | --- | --- |
| **Revised Minimum Requirements** | | **Justification** |
| **CLINICAL (cont)** |  |  |
| RCT | 6 (min 1 multirooted) | If not completed, the reasons for non-completion and the stage reached should be stated\* |
| Crowns/onlays | 3 | Expected minimum at Interim RCP. If not completed, the reasons for non-completion and the stage reached should be stated\* e.g. may not have had opportunity to fit crowns, etc. |
| Posterior fillings | 50 | Expected minimum at Interim RCP (February) -40. Practices closed 21 March |
| Extractions | 30 | Includes buried roots |
| Surgical extraction | 1 | To include section of crown and division of roots to allow elevation and extraction (without raising flap) |
| Bridges | 1 | Conventional or Resin-Bonded |
| BSA UDAs | 500  (in  Total) | Expected minimum at Interim RCP (February) – 300. Practices closed 21 March\*\* |
| Additional UDAs recorded on practice software system and verified by Educational Supervisor as attributable to FD | UDAs for treatment completed and submitted to BSA but not on most recent BSA schedule |
| \* Where it is possible to complete the treatment before the end of the DFT year, this should be noted in the e-Portfolio  \*\* Where additional UDAs have been competed before the end of the DFT year, this should be noted in the e-Portfolio | | |

[nhs logo](http://www.doh.gov.uk/nhs.htm)**APPENDIX B**

**Certificate of Completion of Dental Foundation Training**

**(Outcome 6C)**

**THIS IS TO CERTIFY THAT:**

**Name of dentist and qualification**

**has undertaken a period of twelve months**

**DENTAL FOUNDATION TRAINING**

**as required by the National Health Service**

**(Performers Lists) (England) Regulations 2013**

**Competencies demonstrated are set out on the reverse of this document**

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postgraduate Dental Dean**

**Date:**

**GDC registration number: Date of registration:**

**Competencies Demonstrated**

|  |  |  |  |
| --- | --- | --- | --- |
| **Domain** | **Major Competency** | **Demonstrated**  (Y/N) | **Comments**  (If not demonstrated) |
| **Clinical** | 1 Patient examination & diagnosis |  |  |
| 2 Treatment planning & patient management |  |  |
| 3 Health promotion & disease prevention |  |  |
| 4 Medical & dental emergencies |  |  |
| 5 Anaesthesia, sedation, pain & anxiety control |  |  |
| 6 Periodontal therapy & management |  |  |
| 7 Hard & soft tissue surgery |  |  |
| 8 Non-surgical management of the hard & soft tissues of the head & neck |  |  |
| 9 Management of the developing dentition |  |  |
| 10 Restoration of teeth |  |  |
| 11 Replacement of teeth |  |  |
| **Communication** | 12 Patients, carers & the public |  |  |
| 13 Clinical team & peers |  |  |
| 14 Other professionals |  |  |
| **Professionalism** | 15 Ethics |  |  |
| 16 Patients, carers & the public |  |  |
| 17 Self |  |  |
| 18 Clinical team & peers |  |  |
| **Management & Leadership** | 19 Personal and practice organisation & management |  |  |
| 20 Legislation & regulation |  |  |
| 21 Financial management |  |  |
| 22 Clinical leadership |  |  |
| **Outstanding Requirements** |  | | |

**APPENDIX C**

**Letter to be sent to NHSEI by HEE Local Offices re FDs with Outcome 6C**

**To NHS England and NHS Improvement**

I write to confirm that the dentists listed below have been issued with a Certificate of Completion of Dental Foundation Training with an Outcome 6C. Due to the cessation of clinical dental practice in March 2020 as a result of Covid-19 restrictions these dentists have been unable to gain the usual level of experience in some of the more complex dental procedures normally gained through the DFT programme, whilst demonstrating overall competence to work independently in most areas.

For those areas where more experience is required, HEE confirms that the dentist will be supported to fully demonstrate competence in these areas as soon as the dentist is able to undertake the relevant treatments. This support will be available for a total period of up to five months, taken within the next two years. The actual period of support will be dependent upon the requirements set out in a Panel Report and Personal Development Plan (PDP).

Once the dentist has obtained evidence of completion of the requirements, they will submit this to the HEE Local Office where Dental Foundation Training was undertaken and, if appropriate, a Certificate of Satisfactory Completion of Dental Foundation Training will be issued.

At the end of the Dental Foundation Training programme, each dentist who receives an Outcome 6C will be reminded of their professional obligation to undertake the activities set out in the PDP and provide the necessary evidence.

NHS England and NHS Improvement will be informed when a dentist receives a Certificate of Satisfactory Completion and of any dentists who have not submitted the required evidence at the end of two years.

The following dentists have been awarded an Outcome 6C by a Review of Competence Progression (RCP) panel:

**[ATTACH SPREADSHEET WITH NAMES, HEE LOCAL OFFICE & NHSEI DESTINATION REGION]**

Yours sincerely

**[PGDD]**

**[INSERT HEE LOCAL OFFICE]**