January 2016

Dear BDA Member

CLINICAL AUDIT CYCLE 2013-16, RENT REIMBURSEMENT – GP234 CUT-OFF DATE AND VOCATIONAL TRAINING SCHEME TRAINERS

1. Clinical Audit 2013-16

The first section of this letter will deal with clinical audit.

All dentists will be aware that they are nearing the end of the current clinical audit cycle which began on 1 August 2013 and will end on 31 August 2016.

CLINICAL AUDIT REQUIREMENTS AND DEADLINES

BDA Members will be aware of the need to meet their clinical audit requirements as part of their Terms of Service. BDA Scotland is circulating this letter to remind you of the 3 year audit cycle which ends on 31 July 2016. The BDA has also included advice on the imminent deadlines for the submission of clinical audit projects.

If you were already on the dental list on 1 August 2013, you must undertake 15 hours of approved and certified clinical audit activity within the audit cycle. If you have any specific questions about your individual requirement, you should contact your local Health Board at your earliest opportunity. Please note that NHS Education Scotland (NES) is not able to provide advice on this as they do not know your listing arrangements with your Health Board. You should also contact your Health Board if you have or have had any extenuating circumstances which may affect your ability to meet your requirement.

In order to help dentists comply with their audit requirements, NES has restructured the Clinical Audit section of their website to provide a step-by-step process for those planning an audit project, undertaking a pre-approved audit or submitting a significant event analysis (SEA) report, link below.

Deadlines for Submission

- The current **Pre-Approved Audit Projects** will remain on the NES Portal until 31 January 2016, after which they will be removed, so that all projects will have an end date on or before 31 July 2016.
- After 1 February 2016, NES will continue to receive **SEA Project Final Reports**, up until 31 July 2016, as long as these are received within six months of the date of the significant event.

If you have any queries about applying for the audit and approval process, please consult the guidance documentation which can be requested via the email address provided:

dental.audit@nes.scot.nhs.uk

NHS Boards will have discretion to determine whether there are any exceptional circumstances and decide if payments should not be withheld e.g. long term sickness, maternity and paternity leave. In these circumstances practitioners are still expected to have completed a proportionate number of hours of clinical audit.

2. Rent Reimbursement – PG234 cut-off date

On a separate issue, please note that all practices which wish to claim for reimbursement of practice rental costs for financial year 2016/17 will be required to submit an up-to-date form to **Practitioner Services Division by 29 February 2016**. This will ensure you receive payment for all four quarters of the financial year if you are eligible for this allowance.

3. Vocational Trainee Trainers

Following a recent meeting between the BDA and NHS Education for Scotland to discuss vocational training, BDA Scotland would like to highlight to all members that applications are still being accepted for the Vocational Trainer Programme. Post graduate training is not necessary and funding may be made available to improve VT practice standards. This is an important role and provides much needed mentoring and training for our recently qualified graduates.

If you are an experienced dentist providing a wide range of NHS treatments and have four years full-time equivalent (3 years for HTVT) experience in NHS Primary Dental Care, this could be an exciting opportunity for you to enhance your dental experience, please note that we have we provided a link to the NES website which provides guidance and supporting documentation at:


Yours sincerely

Pat Kilpatrick
Director BDA Scotland