

Dental Public Health National Recruitment 2019

**Selection Centre Applicant Guidance Notes
(ST1 Level)**

The selection process will take place at St James Park Conference Centre in Newcastle. The process will comprise of 4 stations which are as follows:

Imaging Station

For this station the candidate will be asked to prepare a 8-minute presentation based upon a photographic image they will be given.

You will be provided with a photographic image and have 20-minutes to prepare a 8-minute oral presentation to the panel then 7-minutes for questions. You will be provided with a pen and blank paper to make notes which you can take into the station with you. Please note there will be a flip chart in the room if you wish to use this. No IT is available.

The following domains will be assessed:

- Communication skills
- Technical knowledge (understanding of public health concepts)
- Clinical expertise
- Presentation skills

Length of station: 40 minutes (20-minutes preparation, 8-minutes presentation, 7-minutes questions and 5-minutes scoring).

Critical Appraisal Station

In this station, applicants will be asked to review a written article then present their findings in a 15-minute discussion with the panel. You will be provided with a pen and blank paper to make notes. You will be provided with a pen and blank paper to make notes which you can take into the station with you. Please note there will be a flip chart in the room if you wish to use this. No IT is available.

The following domains will be assessed:

- Communication skills
- Technical knowledge

Length of station: 40-minutes (20-minutes preparation, 15-minute discussion, 5-minutes scoring).

Written Essay Station

In this station, applicants will be asked to write an essay based on a scenario. The scenario and relevant questions will be available in the station along with an answer sheet. There will be at least one invigilator present within the room.

The following domains will be assessed:

- Organisation and planning
- Conceptual thinking and problem solving
- Communication skills
- Learning and Professional development

Length of station: 40-minutes.

Portfolio

Applicants will be asked to prepare and bring along their portfolio presenting evidence of experience and achievements listed on their application form.

The portfolio should be presented as hard copy and not electronically. There is a limited time for assessor's to review the content of the portfolio and so we would suggest that is concise and focussed (e.g. one ring binder folder).

The portfolio should be set out in 8 sections and the following domains will be assessed:

Section 1 – Application Form

- Copy of application form – this will be provided to all candidates during registration on the 14th May 2019

Section 2 - Career progression and experience

- Include comprehensive continuous work history and any relevant experience gained

Section 3 - Courses attended in last 5 years (including core CPD)

- Provide full list courses relevant to Dental Public Health (please include copies of all certificates)
- Evidence of relevant management and leadership training

Section 4 – Audit and Clinical Governance

- Evidence of audit/re audit projects (include your level of involvement)

Section 5 - Teaching, Research and academic achievements

- Copies of certificates
- Copies of awards/prizes
- Non-academic achievements
- Evidence of Research Projects

Section 6 - Presentations, publications and posters

- Include PDF/copies of publications, presentations or posters. If not published in English, a full translation is required

Section 7 – Post Graduate Qualifications

Section 8 – Achievements - career/non-career based

Please ensure that your portfolio **does not include any patient identifiable material (e.g. named patient records, thank you letter including patient details, logbooks etc.) and complies with NHS Information governance requirements.**

Length of station: 40 minutes (the panel will read the portfolio for 15 minutes whilst the candidate waits outside of room then the candidate will have 15-minutes to present their portfolio and answer any questions). The final 10 minutes is for the panel to score.

Please allow 2 hours 40-minutes to complete the full assessment centre (this does not include time for registration).