

Occupation Profile

Dental Nursing at SCQF Level 7

Approved by: Dental Nursing Apprenticeship Development Group

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Purpose:

This occupation profile consists of 10 National Occupational Standards (NOS) routinely carried out in Dental Nursing roles. Collectively these describe all the performance criteria and knowledge and understanding apprentices need to demonstrate competence in the occupation. Each NOS has a unique reference number and is set out as follows:

- NOS title, overview, performance criteria (what you must be able to do) and knowledge and understanding (what you need to know and understand).



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SFHCHS36

Provide basic life support



Overview

This standard covers preparing for and providing basic life support.

Performance criteria

You must be able to:

1. assess and promptly confirm that the individual's circulation and breathing has stopped and establish the need for basic life support
2. ensure your actions comply at all times with:
 - established protocols and guidelines
 - evidence based best practice
 - your own scope of practice
 - health and safety and standard precautions for infection prevention and control legislation
3. seek additional specialist support at the earliest opportunity
4. check and confirm that the individual is not breathing unaided and that resuscitation is not contraindicated
5. use relevant, safe techniques for clearing and opening the individual's airway where appropriate
6. position the individual and yourself appropriately to apply external chest compression and/or ventilation safely and effectively taking account of:
 - the individual's condition
 - the need for a sufficiently firm base to facilitate external chest compression
 - the potential need to maintain compressions and ventilation for a prolonged period
7. use the appropriate ratio when alternating compressions with ventilation and comply with the correct rates and depths of each, ensuring compression is applied on the correct site of the individual's chest
8. use an Automated External Defibrillator (AED) when cardiac arrest is suspected, following the instructions given by the AED
9. monitor and evaluate the individual's respiratory function and the effectiveness of compressions and ventilation, responding promptly and appropriately to achieve the best possible outcome for the individual
10. cease the application of any techniques when the individual regains airway and circulation control and place the individual in an appropriate position to enable continued care according to condition
11. continue ventilation and compressions until:
 - the individual shows clear signs of unaided circulation and adequate spontaneous breathing is established
 - the individual is handed over to the care of others
12. accurately and clearly report the actions you have taken, and the duration, when handing over to a specialist
13. reinstate equipment and materials to working status after use
14. complete and store all relevant documentation in accordance with organisational requirements

Knowledge and understanding

You need to know and understand:

1. the current legislation, guidelines, policies, procedures and protocols which are relevant to your work practice and to which you must adhere
2. the scope and limitations of your own competence, responsibilities and accountability as it applies to your job role
3. how to access and interpret all relevant work instructions and information
4. specific procedures for reporting issues which are beyond your competence, responsibilities and accountability
5. the duty to report any acts or omissions that could be unsafe/detrimental to you or others
6. the hazards and risks which may arise during the execution of your work role and how you can minimise these
7. how to adapt communication styles in ways which are appropriate to the needs of the individual
8. the correct use of any equipment and PPE to protect the health and safety of you and others
9. evidence-based practice and its role in improving care
10. the principles, practice and procedures associated with informed consent
11. the needs of individuals including issues relating to dignity, confidentiality, and privacy
12. organisational management structures, roles, and responsibilities
13. the procedures and methods relating to the coordination of inter-disciplinary and multi-disciplinary teams within and across services
14. the anatomy of the respiratory system
15. the priorities in life support
16. the time frame within which assessment of individual needs should be carried out and the life support response initiated in order to maximise an individual's chance of survival
17. the information which may need to be recorded following the application of basic life support
18. the clinical signs of airway obstruction
19. what to do in the event of foreign body obstruction of an individual's airway
20. the differences in techniques needed for ensuring an open airway on different types of individual
21. the factors to be considered in determining the technique that will lead to the best possible outcome for the individual
22. why the head tilt techniques should not be used where neck or spinal injury is suspected
23. the different techniques used to ventilate an individual and when each should be used
24. the ventilation ratio and rate for different types of individual and conditions
25. the importance to outcome of the positioning of the individual and the person applying basic life support, including the specific positioning needs of pregnant women in the third trimester
26. the observations to be carried out to identify adequate oxygenation in different types of individual
27. the rate and depth of compressions needed for different types of individual
28. the compression : ventilation ratio in:
 - different types of individual
 - one and two person Basic Life Support

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29. the procedure to establish the correct hand/finger placement for applying external chest compression
 30. why a firm base is needed for chest compressions, and what action to take when one is not available
 31. the purpose of the Automated External Defibrillator and importance of following the instructions for using the AED.
 32. the different methods of chest thrusts and back slaps to use in the cases of children/young people and adults
 33. the differences between certification and diagnosis of death in accordance with best practice, and who is authorised to carry out these activities
 34. personal safety as well as general health and safety, cleanliness and the range of situations and responses
 35. how to complete and safely store all relevant documentation in accordance with organisational requirements

Overview

This standard is about maintaining safe working practices in clinical dental environments, which involves preparing equipment, instruments and materials for clinical dental procedures. This includes Standard Infection Control Precautions and stock control.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Interpret and apply work instructions in accordance with all relevant legislation, guidelines, and workplace procedures
2. Identify and minimise workplace hazards and risks in accordance with workplace procedures
3. Identify and report hazards and problems in accordance with workplace procedures
4. Check equipment is functioning correctly taking appropriate actions in accordance with manufacturers' instructions and workplace procedures
5. Perform effective hand hygiene requirements in accordance with workplace procedures
6. Identify and apply appropriate personal protective equipment in accordance with workplace procedures
7. Decontaminate surfaces in accordance with workplace procedures
8. Clean, maintain and disinfect aspirating equipment in accordance with manufacturers' instructions
9. Clean, maintain and disinfect water lines and water storage equipment in accordance with workplace procedures
10. Clean and store equipment and materials safely and securely on completion of dental procedures
11. Prepare and handle re-usable instruments and handpieces for decontamination in accordance with workplace and manufacturers' instructions
12. Conduct decontamination procedures in accordance with all relevant legislation, guidelines, and workplace procedures
13. Package and store sterilised items using appropriate form of packaging medium in accordance with all relevant legislation, guidelines, and workplace procedures
14. Dispose of waste in accordance with all relevant legislation, guidelines, and workplace procedures
15. Check and confirm adequate supplies are available for clinical procedures in accordance with workplace procedures
16. Complete and store all documentation in accordance with relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. Current legislation, guidelines and relevant workplace procedures within scope of your competence, responsibilities and accountability
2. Workplace procedures for identifying and reporting issues and how to apply these including:
 - hazards and risks
 - unsafe working conditions and practice
 - equipment failure
 - spillages
3. Potential routes of transmission of infectious agents in clinical environments
4. The significance of pathogenic and non-pathogenic micro-organisms and infective proteins in clinical environments
5. How infective conditions are managed within clinical environments
6. Effective hand hygiene methods and how to apply these
7. How to use PPE correctly to protect individuals
8. Types and properties of products used to decontaminate surfaces, including when and why they are used
9. The importance of maintaining and disinfecting of suction units
10. Reasons and frequency for regular maintenance and disinfection of water lines and water storage equipment
11. Methods for cleaning different types of equipment and materials and how to apply these
12. Methods of safe handling and transportation of re-usable items, before and after decontamination, how to apply these and why this is important
13. Differences between disinfection, sterilisation, and sterile procedures
14. Methods of sterilisation and types of sterilisers used, including their relationship to different equipment and instruments
15. Correct sequence and duration of decontamination equipment
16. Methods of testing to show decontamination equipment is functioning effectively and how to apply these
17. Different forms of packaging and methods of storage for instruments and handpieces appropriate to the clinical setting
18. The importance of maintaining appropriate ventilation and humidity within clinical environments in reducing risk of transmission of infection
19. Different methods of waste disposal and how to apply these
20. The importance of updating and storing relevant documentation

Overview

This standard is about providing information and support on dental services to help individuals to improve and maintain their oral health. This includes the importance of effective communication in ways that demonstrate equality, respect and dignity and providing advice, information and support to individuals.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Obtain valid, informed consent from individuals in accordance with professional standards and workplace procedures
2. Communicate with individuals in ways that meet their needs and demonstrate equality, respect and dignity
3. Provide information and support, as prescribed, to individuals on factors which may lead to poor oral health, in accordance with evidence-based guidance
4. Provide information and support, as prescribed, to individuals on key oral health messages to prevent dental caries and periodontal disease in accordance with evidence-based guidance
5. Prepare and apply oral health education aids for individuals to promote behavioural change in accordance with workplace procedures
6. Demonstrate oral hygiene techniques to individuals as prescribed by clinical operators, including:
 - toothbrushing and interdental cleaning
 - disclosing agents
 - care of prostheses/orthodontic appliances
7. Provide individuals opportunities to discuss and seek clarification on all aspects of oral health care in accordance with workplace procedures
8. Provide advice, information and support to individuals in ways that are consistent with other members of the oral health care team and within your scope of practice
9. Complete and store all documentation in accordance with relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. Principles, practice and procedures associated with informed consent
2. Different methods of communication and how to apply these
3. The importance of taking account of individuals preferences, needs and values during communication
4. Barriers to effective communication and how to overcome these
5. The main types and causes of oral disease and how to prevent them
6. The causes of non-carious tooth surface loss and methods of controlling it
7. How dental plaque develops and methods of controlling this
8. Ways in which dental caries and periodontal disease can be prevented and minimised including effective oral hygiene techniques
9. Different sources, types and the optimum levels of fluoride in preventing dental disease
10. Ways in which general health can affect oral health
11. Methods, techniques, agents or materials to prevent dental caries
12. The nature and progression of dental and oral disease
13. Social, cultural, psychological, and environmental factors which contribute to inequalities in oral and general health
14. Key oral health messages and associated evidence-based guidance and how to apply these when providing information and support to individuals
15. How individual behaviours impact on oral and general health
16. Methods of caring for fixed and removable prostheses and orthodontic appliances
17. Systems and processes available to support wellbeing and safe care for self and others
18. Scope and limitations of your competence, responsibilities and accountability within your job role
19. The reasons why individuals may be referred to relevant others, including appropriate use of primary and secondary care networks
20. Why it is important to update documentation and store individuals records safely and securely

Overview

This standard is about providing chairside support during oral health assessment procedures

This involves preparing equipment, instruments, materials and medicaments required for assessment. This includes providing close support during assessments of individuals through recording and charting information obtained from examinations of the head, neck, teeth, periodontium and soft tissue, and monitoring individuals during procedures to identify complications, and taking necessary actions.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Retrieve and make available individuals records to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions taking other appropriate health and safety measures throughout chairside support in accordance with workplace procedures
3. Select, offer and prepare correct equipment, instruments, materials and medicaments required for full clinical assessments of head, neck and mouth
4. Monitor individuals during procedures to identify complications, taking necessary actions in accordance with workplace procedures and within your own scope of practice
5. Record assessments communicated by other team members accurately in accordance with workplace procedures
6. Arrange further assessments and treatments as prescribed by the clinical operator and in accordance with workplace procedures
7. Dispose of waste in accordance with all relevant legislation, guidelines, and workplace procedures
8. Complete and store all documentation in accordance with relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. Different types and functions of dental record and charts used, including personal details, images and study models for assessment and treatment planning
2. Information required for a medical history, and implications that relevant systemic diseases and medical conditions have on oral health and dental treatment
3. Health risks of prescribed, non-prescribed and recreational drug use and misuse on oral and general health and how to provide appropriate advice and support including signposting and referral
4. The purpose of oral health assessment and methods of communicating this appropriately to individuals
5. The anatomy, structure and function of teeth and periodontium
6. The function and position of salivary glands
7. The function and position of muscles of mastication and facial expression
8. Conditions which may affect facial movements
9. Signs and symptoms of oral cancer and the importance of raising concerns and early referrals
10. Oral conditions and methods for their diagnosis, prevention and management
11. Diagnosis and management of diseases of facial bones, oral mucosa, other soft tissues, salivary glands and joints
12. Standard Infection Control Precautions and how to apply these
13. Equipment, instruments, materials and medicaments required for full clinical assessments of the head, neck and mouth
14. Methods of measuring pulp vitality and their relative merits
15. Main classes of drugs which are used in dentistry and reasons for their use, including analgesics, antibiotics, sedatives, hypnotics, emergency drugs, drugs which reverse action of other drugs
16. How to monitor and support individuals, and manage anxiety
17. Methods of monitoring the physical characteristics of individuals and signs and symptoms to be aware of to recognise complications and potential emergencies
18. How to identify medical emergencies and provide appropriate support both for individuals and to those providing immediate emergency management
19. How to recognise signs of injury, abuse or neglect and how to raise concerns with appropriate persons and agencies
20. Terminology and charting notation, charting symbols for tooth surfaces, cavities and particular tooth problems related to type of dental charts being used
21. Reasons for taking images and study models for treatment planning and monitoring of individuals
22. Measurement, records and classifications associated with malocclusion records
23. Types and purposes of orthodontic treatment available
24. The importance of taking account of individuals preferences, needs and values during communication
25. Principles of candour and effective complaint handling and how to apply these
26. Different methods of waste disposal and how to apply these
27. The importance of current data protection regulations and how to apply these
28. Why it is important to update documentation and store individuals records safely and securely

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29. The importance of meeting individuals needs including issues relating to dignity, confidentiality, and privacy

Overview

This standard is for those who contribute to producing (digital or non-digital) dental radiographic images for diagnostic and quality assurance purposes. It is about preparing equipment and materials for taking dental radiographic images, as well as protecting others from hazards associated with ionising radiation. Users of this standard will need to know about the various dental radiographic films and digital systems.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Retrieve and make individuals records available to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions and take other appropriate health and safety measures during production of dental radiographic images
3. Select, offer and prepare correct equipment and resources to produce dental radiographic images
4. Confirm radiography equipment is functioning and ready for use in accordance with workplace procedures
5. Monitor individuals during procedures to identify complications, and taking necessary actions in accordance with workplace procedures and within your own scope of practice
6. Contribute to producing and storing dental radiographic images in accordance relevant legislation, guidelines, and workplace procedures
7. Dispose of waste in accordance with all relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. Current legislation, guidelines and workplace procedures relevant to using ionising radiation and how to apply these
2. Standard Infection Control Precautions and how to apply these
3. Practical protective measures used to minimise risks to individuals, self, oral healthcare teams and the public
4. The purpose of using ionising radiation in dentistry
5. Hazards and risks associated with ionising radiations including effects on general health and different doses of radiation on people
6. Why radiation doses should be as low as reasonably practicable
7. The range of different roles and responsibilities of those involved in producing dental radiographic images
8. Different equipment and resources required to produce dental radiographic images
9. Different types and purposes of dental radiographic images
10. The purpose of intensifying screens in dental radiography
11. The importance of quality assurance in dental radiography
12. How to confirm correct functioning of radiographic equipment and actions to take for equipment failure
13. Items which may interfere with radiographic images and the importance of preventing this
14. Concerns individuals may have regarding dental imaging and methods of supporting individuals when taking dental images
15. Methods of processing both extra and intra oral dental radiograph images and how to apply these
16. The importance of safe handling of resources to maintain the quality of dental radiographic images
17. Criteria for determining whether radiographic images are of acceptable quality and how to apply these
18. Different types of faults that could occur during the production of dental radiographic images
19. Methods of storing different types of radiographic images
20. Different methods of waste disposal and how to apply these

Overview

This standard is about providing chairside support during periodontal and restorative procedures. This includes selecting and arranging equipment, instruments, materials and medicaments for procedures including periodontal treatment and restorative treatment.

This standard is applicable to oral health workers in all settings where individuals require treatment related to prevention and control of periodontal diseases and dental caries.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Retrieve and make available individuals records to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions and take appropriate health and safety measures in accordance with workplace procedures
3. Select and arrange equipment, instruments, materials and medicaments in accordance with dental procedures, including:
 - periodontal treatment
 - restorative treatment (composite or glass ionomer)
4. Provide support to clinical operators during administration of local analgesia in accordance with dental procedures
5. Aspirate treatment areas, maintain clear fields of operation and suitably protect individuals' soft tissues using instruments and materials appropriate to procedures
6. Identify, select and provide clinical operators with:
 - suitable matrix system to aid placement of restorations
 - correct quantities of restorative materials
 - materials and equipment required to finish restorations
7. Monitor individuals during procedures to identify complications, taking necessary actions in accordance with workplace procedures and within your own scope of practice
8. Dispose of waste in accordance with all relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. The basic structure of the maxilla and mandible including nerve and blood supply to teeth and supporting structures
2. Standard Infection Control Precautions and how to apply these
3. The functions of equipment, instruments, materials and medicaments used in:
 - periodontal treatment
 - administering local anaesthesia
 - restorative treatment
4. Methods of facilitating clear views of treatment areas for clinical operators and impacts of doing this incorrectly
5. Ergonomics of dental practice and how to apply these
6. Different stages in cavity preparation and why this is important
7. The purpose and different types of lining materials including when and where they are used
8. Advantages and disadvantages of different types of restorations, including
 - temporary restorations
 - composite restorations
 - glass ionomer restorations
9. The purpose of etchants and bonding agents
10. The importance of finishing restorations and matrix systems
11. Safe handling, storage and disposal of dental materials
12. Safe use of curing lights and potential hazards
13. How to monitor and support individuals, and manage anxiety
14. Different methods of waste disposal and how to apply these

SFHOH6

Provide chairside support during prosthetic procedures



Overview

This standard is about providing chairside support during preparation and fitting of fixed and removable prostheses.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Performance criteria

You must be able to:

1. Retrieve and make available individuals records to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions and take other appropriate health and safety measures in accordance with workplace procedures
3. Select and provide resources for dental impressions or intra-oral scanning in accordance with workplace procedures
4. Provide individuals with support throughout dental impression procedures in accordance with workplace procedures
5. Select and arrange equipment, instruments, materials and medicaments for constructing removable prosthesis in accordance with dental procedures for:
 - occlusal registration
 - try-in
 - denture fit and adjustment
6. Select and arrange equipment, instruments, materials and medicaments for constructing fixed prosthesis in accordance with dental procedures for:
 - fixed prosthesis preparation
 - fixed prosthesis fit
7. Prepare and disinfect dental impressions, bite blocks and try ins, and prescriptions for laboratories in accordance with workplace procedures
8. Prepare materials and medicaments for constructing temporary fixed prosthesis and permanent placement of fixed prosthesis in accordance with dental procedures
9. Aspirate treatment areas, maintain clear fields of operation and suitably protect individual's soft tissues using instruments and materials appropriate to procedures
10. Monitor individuals during procedures to identify complications, and taking necessary actions in accordance with workplace procedures and within your own scope of practice
11. Dispose of waste in accordance with relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. Options and benefits for replacing missing teeth, including:
 - fixed prostheses
 - removable prostheses
2. The purpose of crown, bridge, inlay and veneer preparation techniques
3. The purpose of dental implants and associated potential risks
4. Standard Infection Control Precautions and how to apply these
5. The purpose of dental impressions and intra-oral scanning
6. Functions of equipment, instruments, materials and medicaments used to produce dental impressions and images
7. Different forms which impression materials take and relationships of these to treatments being undertaken
8. How to monitor and support individuals including management of anxiety
9. Functions of equipment, instruments, materials and medicaments used in the construction of removable prosthesis, including:
 - occlusal registration
 - try-in
 - denture fit and adjustment
 - additions, relines and tissue conditioners
10. The purpose of taking occlusal registrations and how to do this
11. The purpose of obturators
12. Functions of equipment, instruments, materials and medicaments used to construct fixed prosthesis, including:
 - fixed prosthesis preparation
 - fixed prosthesis fit
13. Procedures for preparing, applying, storing and after-care of impressions to preserve their accuracy
14. Why impression materials are disinfected prior to attachment of laboratory prescriptions
15. The purpose and construction of temporary crowns and bridges
16. Different types and correct methods for preparing adhesive materials
17. Methods of facilitating clear views of treatment areas for operators and impact of doing this incorrectly
18. The relevance and importance of dental laboratory prescriptions in relation to regulation of custom-made medical devices
19. Roles of dental technicians and clinical dental technicians within oral health care teams
20. Types of support which individuals may need when obtaining new removable prostheses including concerns they may have
21. Different methods of waste disposal and how to apply these

Overview

This standard is about providing chairside support during endodontic procedures. It is about anticipating clinical operators' needs for equipment, instruments, materials and medicaments.

Users of this standard will understand the purpose and reasons for non-surgical treatment, potential risks of treatments, and equipment, instruments, materials and medicaments involved.

Dental procedures may be carried out in general dental practices, public dental services, hospital settings, domiciliary or other non-standard environments.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Retrieve and make available individuals records to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions and take other appropriate health and safety measures in accordance with workplace procedures
3. Select and arrange equipment, instruments, materials and medicaments in accordance with dental procedures, including:
 - access
 - isolation
 - preparation
 - measurement
 - obturation
 - restoration
4. Provide support during administration of local analgesia in accordance with dental procedures
5. Aspirate treatment areas and maintain clear fields of operation using instruments and materials appropriate to procedures
6. Monitor individuals during procedures to identify complications, and taking necessary actions in accordance with workplace procedures and within your own scope of practice
7. Prepare and handle irrigation solutions in accordance with workplace procedures
8. Assist clinical operators in measuring and recording root length in accordance with dental procedures
9. Prepare materials and medicaments for temporary and permanent placement in canals and pulp chambers in accordance with dental procedures
10. Prepare and provide required restorative material to clinical operators in accordance with workplace procedures
11. Provide post-operative instructions to individuals in accordance with dental procedures
12. Dispose of waste in accordance with relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. The purpose of non-surgical endodontic treatment
2. Different forms non-surgical endodontic treatment may take including pulpotomies and pulpectomies
3. Non-surgical endodontic treatments and relationships to other dental treatments
4. Potential risks and complications that may arise during and after non-surgical endodontic treatment
5. Standard Infection Control Precautions and how to apply these
6. Functions of equipment, instruments, materials and medicaments used in non-surgical endodontic treatment, including:
 - access
 - isolation
 - preparation
 - measurement
 - obturation
7. Functions of equipment, instruments, materials and medicaments used in administering local anaesthesia
8. The importance of moisture control and isolation during non-surgical endodontic treatment
9. Methods of facilitating clear views of treatment areas for clinical operators and impact of doing this incorrectly
10. How to monitor and support individuals, and manage anxiety
11. Methods of cleaning and preparing root canals and how to apply these
12. The types of irrigation solutions and how to apply these
13. Methods for recording root length
14. Different materials used in the temporisation, obturation of root canals, and permanent restoration
15. Information required to support individuals following non-surgical endodontic procedures
16. Different methods of waste disposal and how to apply these

Overview

This standard is about providing chairside support during extraction and minor oral surgery procedures.

Dental procedures may be carried out in general dental practices, public dental services and in hospital settings.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Retrieve and make available individuals records to identify planned treatments in accordance with workplace procedures
2. Apply Standard Infection Control Precautions and take other appropriate health and safety measures in accordance with workplace procedures
3. Select and arrange equipment, instruments, materials and medicaments in accordance with dental extraction or minor oral surgery procedures
4. Provide support during administration of local analgesia in accordance with dental procedures
5. Protect individuals' soft tissues using instruments, materials and irrigation appropriate to procedures to maintain clear fields of operation
6. Monitor individuals during procedures to identify complications, and taking necessary actions in accordance with workplace procedures and within your own scope of practice
7. Assist clinical operators in placement and cutting of sutures where appropriate to procedure, and prepare post-operative dressing in accordance with workplace procedures
8. Provide post-operative instructions in accordance with the dental procedures, advising individuals on how to access emergency care and advice
9. Dispose of waste in accordance with all relevant legislation, guidelines, and workplace procedures

Knowledge and understanding

You need to know and understand:

1. The basic structure of the maxilla and mandible including nerve and blood supply to teeth and supporting structures
2. The anatomy, structure and function of teeth and periodontium including the number of roots
3. Regional anatomy of the head and neck and dental anatomy
4. Reasons why extraction of teeth may be necessary
5. The purpose of removing roots and unerupted teeth, different forms which this may take and relationships to other forms of dental treatments
6. The purpose and reasons for raising mucoperiosteal flaps and your role in providing chairside support for these procedures
7. The purpose and reasons for tooth sectioning and bone removal and your role in providing chairside support for these procedures
8. Potential risks and complications that may arise during and after extractions including those related to nerve damage, haemorrhage, oro-antral fistulas
9. Standard Infection Control Precautions and how to apply these
10. The importance of maintaining sterile fields for minor oral surgery
11. Functions of equipment, instruments, materials and medicaments used in:
 - extraction of erupted teeth
 - extraction of unerupted teeth and roots
 - administering local anaesthesia
12. Methods of protecting and retracting the soft tissues and how to apply these
13. Methods of aspirating during treatment and how to apply these
14. How to monitor and support individuals, and manage anxiety
15. Different forms of pain and anxiety control available in dentistry
16. How to assist in haemostasis, including assisting placement and cutting of sutures, and preparing packs
17. How to provide post-operative instructions or information to individuals on care of mouth, post-extraction haemorrhage and suture removal including how to access emergency care and advice
18. Resource management considerations for providing care decisions including appropriate uses of primary and secondary care networks
19. Different methods of waste disposal and how to apply these

Overview

This standard is about maintaining professional standards of conduct, performance and ethics and the regulatory requirements that govern dental professionals.

This standard includes the importance of assessing strengths and improvement needs in relation to personal and professional development and developing self-management, social intelligence and innovation skills to support adaptability, wellbeing and personal growth.

In addition, this standard will enable dental care professionals to use reflection, feedback and insight to maintain personal and professional development.

Users of this standard will need to ensure their practice reflects up to date information and policies.

Performance criteria

You must be able to:

1. Identify regulatory requirements for professional dental registration in accordance with legislation
2. Identify and maintain standards of conduct, performance and ethical standards that govern dental professionals, in accordance with legislative and professional guidelines
3. Identify and assess strengths and improvement needs in relation to self-management, social intelligence, innovation skills and professional development in accordance with professional guidelines
4. Assess the extent to which own practice is inclusive and promotes equality and diversity in accordance with legislative and professional guidelines
5. Plan and maintain continuous development of professional knowledge and competence in accordance with regulatory and workplace requirements
6. Discuss and agree Specific, Measurable, Achievable, Realistic and Time-bound objectives for personal and professional development in accordance with regulatory and workplace requirements
7. Act on feedback to improve own performance and development in accordance with professional guidelines and workplace requirements
8. Reflect on performance, practice and skills to identify and agree future development needs in accordance with professional guidelines and workplace requirements
9. Complete documentation required for personal and professional development in accordance with professional guidelines and workplace requirements
10. Apply new knowledge and skills to consolidate learning, improve own practice and skills in accordance with evidence-based practice, professional guidelines, and workplace requirements.
11. Review and assess newly acquired knowledge and skills to identify their effectiveness and any further development needs
12. Share knowledge, skills and improvements to practice with colleagues in accordance with workplace requirements

Knowledge and understanding

You need to know and understand:

1. Legislative and regulatory body requirements to maintain professional registration as a dental professional, and how to apply these
2. The regulator's expectations, requirements and other relevant laws, ethical guidance and systems as set out in regulations and guidance
3. Impact and consequences of non-compliance with legislation and regulatory body requirements
4. Roles, responsibilities and limitations of dental team members
5. Methods of effective team working in oral health care, and the importance of effective leadership and management within teams
6. Self-management, social intelligence and innovation contribute to professional development and how to apply these
7. Strategies to identify and manage the personal and emotional challenges of work, teamwork and workload and how to apply these
8. Protected characteristics and how these promote diversity, equality and inclusion and that prevents discrimination
9. The importance of personal and professional development
10. Why insight is important in ensuring safe and effective care
11. How to use Specific, Measurable, Achievable, Realistic and Time-bound objectives to support personal and professional development
12. Why effective feedback is important to own professional development and other dental team members
13. How to apply appropriate models for self-reflection to inform personal and professional development
14. Principles of personal development planning, recording of evidence, and reflective practice and how to do this
15. The importance of evaluating learning, new techniques and technologies and how to apply these
16. The importance of using evidence-based guidance to inform current practice and how to apply this
17. The importance of sharing learning for the improvement of clinical services and how to apply this
18. Strategies and resources available to support own and other dental team members' health and wellbeing and how to apply these

The relationship between meta-skills and National Occupational Standards (NOS)

NOS	Meta skills alignment											
	Adapting	Collaborating	Communicating	Creativity	Critical thinking	Curiosity	Feeling	Focussing	Initiative	Integrity	Leading	Sense making
Provide basic life support	✓	✓	✓				✓	✓	✓	✓	✓	✓
Prepare and maintain safe working practices in clinical dental environments					✓			✓		✓	✓	
Provide information and support to individuals on oral health	✓	✓	✓		✓		✓	✓		✓	✓	✓
Provide chairside support during oral health assessment procedures	✓	✓	✓			✓	✓	✓	✓	✓		✓
Contribute to producing dental radiographic images		✓	✓		✓		✓	✓	✓	✓		✓
Provide chairside support during periodontal and restorative procedures	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
Provide chairside support during prosthetic procedures	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓
Provide chairside support during endodontic procedures	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
Provide chairside support during extraction and minor oral surgery procedures	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
Maintain personal and professional practice for dental care professionals	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

The table above indicates where there are opportunities to develop and evidence meta-skills in each national occupational standard (NOS) within the occupation profile. Please note this information is for guidance and indicates where meta-skills are explicit rather than an exhaustive list. There may be opportunities for individuals to develop and evidence other meta-skills when carrying out their role.