

Record of Competence Instructions: Orthodontic Dental Nurses

Aim

The aim of completing this Record of Competence (RoC) is to demonstrate your ability to provide oral health education and promotion to a range of patients on a variety of oral health topics, both within the dental practice and in the wider community.

Learning objectives

By the time you have completed the RoC, you will:

1. Be confident in providing appropriate oral health advice to a range of patients, on a range of topics, in a one-to-one session.
2. Be confident in providing oral health promotion in a group setting.
3. Be able to identify barriers to good oral health faced by patients and patient groups, and be knowledgeable on ways of overcoming these barriers.
4. Be able to create your own resources for use in oral health promotion.

RoC sections

The RoC consists of the following five parts:

- Part 1 – In clinic OHE appointments.
- Part 2 – Display.
- Part 3 – Resources.
- Part 4 – Group sessions.
- Part 5 – Course feedback and signed/completed witness list.

Before you start the RoC

Ensure you have completed Modules 1–7.

Order of completion

You can complete Parts 1, 2 and 3 at any time and in any order. Part 4 must not be attempted until Parts 1, 2 and 3 have been signed off as satisfactory. Part 5 is completed after Parts 1–4 are complete.

File format

This assessment must be completed using this document. Do not edit the layout of this document. You should use Microsoft Word or Google Docs. Google Docs is a free software program that is very similar to Word; see: <https://www.google.com/docs/about/>.

Font must be Arial, Calibri or Helvetica and size 11 or 12. Please use spell check.

Sending each assessment to DNN

Attach your completed file as a Word document, using the templates provided. Do not use any other format, e.g. pdf. Email it to your assigned assessor.

Part 1: In-clinic OHE appointments

These sessions must be supervised by a GDC-registered dental professional who is qualified and competent in carrying out an oral health session with a patient; your supervisor can be a dentist/therapist/hygienist/dental nurse who holds a recognised OHE certificate (evidence required). Your supervisor must agree to observe your sessions in full and provide constructive feedback using the associated log sheet. (Please note that you may have more than one supervisor within your practice.)

You are required to see five patients in clinic, four of whom must each be seen on two occasions.

Upon completion of each visit, please email the OHE session log sheet to your assigned assessor. The sheet must be submitted as a Word file only. Assessments will be marked within five to ten working days.

You must complete the following range of OHI appointments:

1. Patient A: Fixed appliances (two visits, child)
2. Patient B: Fixed appliances (two visits, young adult)
3. Patient C: Removable appliances (two visits, child or young adult)
4. Patient D: Removable appliances (two visits, adult)
5. Patient E: Fixed appliances (two visits, adult)

Children are classified as 0–14 years or 15 years of age; young adults are classified as 14–15 years up to 18 years of age; adults are classified as over 18 years of age.

Part 2: Displays

The use of displays in waiting rooms and reception areas in dental practices can help to promote oral health to patients in a subtle way.

For this element of the RoC, you are to choose an appropriate topic and create a display for your practice.

You should use a mixture of your own resources and others that you source – for example, from the Oral Health Foundation.

The topic is of your own choice, but some ideas are included below:

1. Effects of smoking on the oral cavity.
2. Effects of alcohol on the oral cavity.
3. Sugar and caries.
4. Oral cancer awareness. (Be careful with the images that you use with this topic; ensure they are suitable for anyone entering your practice.)

You must complete the relevant submission forms included within the RoC and provide photographic evidence of your display for assessment by your tutor. A minimum of 4 photographs should be submitted.

Part 3: Creating resources

It is sometimes very difficult as an oral health educator to find the leaflets and resources that are the most specific and relevant to supporting you in your role.

As part of your assessment for this course, and to show your understanding of the topics, you must create a selection of leaflets and other resources, for each area listed below, that you could use in sessions or provide to your patients to take home. The aim of each resource is to reinforce the advice you would provide in an oral health session. Resources may include posters, models, displays and/or presentations on computer software such as PowerPoint.

Be as creative as you like!

You are required to make at least one leaflet or resource for each of two topic ranges; select two out of the four topic ranges below.

Topic 1: Care of dentures

- 1) *Think about your target audience: what age group are they? Are they already wearing dentures, or are they new to wearing dentures?*
- 2) *Think about the different types of dentures: immediate, partial, full.*
- 3) *Think about the types of material dentures are made of: acrylic, chrome.*
- 4) *What are the key messages you want your patients to remember from your session?*

Topic 2: Care of orthodontic appliances

- 1) *Think about your target audience: what age group are they?*
- 2) *Think about the different types of orthodontic appliances used.*
- 3) *What are the key messages you want your patients to remember from your session?*

Topic 3: Care of fixed prosthetics

- 1) *Think about your target audience: what age group are they?*
- 2) *Think about the different types of fixed prosthetics you are focusing on. What are the particular risks associated with poor care of these appliances?*
- 3) *What are the key messages you want your patients to remember from your session?*

4) Care of implants

- 1) *Think about your target audience: what age group are they? What are their reasons for needing implants in the first place?*
- 2) *Think about the different types of restoration on the implant and how these will need to be cared for.*
- 3) *What are the key messages you want your patients to remember from your session?*

Submission

A submission form must be fully completed for each leaflet or resource. Any resources that are not in digital format (such as models) can be photographed to be submitted. Resources should be submitted together.

Part 4: Group sessions

You should not attempt this section until you have completed Parts 1, 2 and 3.

These sessions can be completed with or without supervision.

The aim of this section of your RoC is to promote the work of oral health educators within the community. It is also a good way to see how oral health educators going out into the community can represent and promote their practices.

You must complete an oral health session for a group of patients either within the practice or out in the community. This session needs to be planned and the plan submitted before undertaking the session.

The patient group and the topic can be your own choice; below are some ideas to give you some guidance as to patient groups:

- a) Nursery/school visits: you can use your own resources or access BrightBites (<https://www.dentaid.org/uk/bright-bites/>).
- b) Care home visits: if it is not possible to visit a care home, you can complete the session as a one-to-one with an elderly person.
- c) Oral health workshop: this is a session in the practice where you can invite a group of patients to come in for a group oral health session. Examples of groups include parents of schoolchildren or patients with diabetes.
- d) Homeless shelter visits: homeless people comprise a group that is often underserved and that could benefit from your time and knowledge. Make sure you are in close contact with those who run the shelter and that you have a good understanding of the patient groups that are likely to be present.

You must complete the relevant forms included within the RoC and provide photographic evidence for assessment by your tutor.

Part 5: Course feedback and witness list

Students are required to complete course feedback and email the signed witness list.