



The
University
Of
Sheffield.

School
Of
Clinical
Dentistry.

USIC Student Entry Agreement to the BDS programme

All students who study for a University clinical qualification are exposed to all aspects of the clinical environment. It is therefore essential that students undertaking clinical training must be aware of and fulfil the requirements of the General Dental Council, *Standards for the Dental Team* which outlines the standards of conduct, behaviour, ethics and professionalism expected of all Dental Professionals including students.

All clinical students should also be aware of the requirements of the General Dental Council as published in *Student Professionalism and Fitness To Practice* which outlines and promotes a positive approach to professional behaviour amongst students.

Our patients are treated as part of an NHS service. As such all students must adhere to the principles and values contained within *The NHS Constitution*.

The full text of these documents can be found at <https://www.sheffield.ac.uk/dentalschool/clinical-requirements>

Before accepting an offer of a place to study at The University of Sheffield, we want you to be aware of the GDC guidelines and The NHS Constitution and to have read the School's expectations below. We will ask you to sign up to these expectations, to guide you as you follow your clinical programme. If you require clarification on any of our expectations, please contact us.

Should you have any questions or require further clarification on any of the expectations outlined below, please contact us at ds-predentalfoundation@sheffield.ac.uk

Department of Health and Social Care Expectations

1. My BDS degree course will be fully funded either by my government's sponsorship or from my own funds, without recourse to UK government funding.
2. I will return home to my country of permanent residence/home country at the end of my BDS degree and will not seek access to a UK government funded Foundation Training place.
3. I will not seek to find employment as a Dentist in the United Kingdom when I graduate from the Dental School and will return to my country of permanent residence/home country.
4. In order to treat NHS patients I must be clear of health problems in accordance with the Department of Health and Social Care guidance for healthcare workers infected with blood borne viruses (more detail in section 19).

Dental School Expectations

a) Putting Patients First

1. When I meet patients and listen to them I will put their needs first, respect their views, treat them politely, considerately and with compassion, respect their privacy and dignity and respect their right to refuse to take part in my learning.

2. I will not allow my views about lifestyle, culture, beliefs, race, colour, gender, sexuality, age, social status, disability, disease or perceived economic worth to prejudice my interaction with patients, their families, teachers or colleagues.
3. I will not abuse the trust of a patient or other vulnerable person and I will not enter into unprofessional relationships.
4. I will treat patients irrespective of their lifestyle, culture, beliefs, race, colour, gender, sexuality, age, social status, disability, disease or perceived economic worth. I will have a chaperone present when appropriate. Before undertaking any treatment I will obtain permission from the patient to do so.
5. I will be honest in my dealings with patients, their families, teachers and colleagues. I will also make clear to others that I am a student.
6. I understand, accept and agree to be bound by the principle of confidentiality of patient records and patient data. I will not discuss patients with other students or others outside the clinical setting except anonymously. I will respect all clinical and other records of patients.
7. I will not access any hospital patient data or information other than is required for the direct care of a patient I am treating, or as part of my educational needs.
8. I will not falsify any information e.g. Dental School Clinical Feedback Books, Hospital Patient Records or Attendance Registers.
9. I will not post patient information or informal, personal or derogatory comments about patients or colleagues online or on social media. I will not initiate contact with patients online, but if interactions do occur with patients online I will conduct myself in accordance with professional ethical guidelines.

b) Commitment to Quality of Care

10. I will maintain appropriate standards of dress, appearance and personal hygiene so as not to disquiet patients, teachers or colleagues.
11. I will not cover my face when interacting with patients, teachers and colleagues in all clinical teaching settings, whether on University, NHS or other sites.
12. I will adhere to NHS policies for infection control and dress including complying with the need to be "bare below the elbow".
13. I will raise any concern that might put a patient at risk, even if I am not in a position to control or influence the outcome.
14. I will work and communicate effectively with all members of the dental team.

c) Commitment to my training

15. As part of my training I will undertake clinical procedures on my colleagues and allow them to reciprocate (e.g. take impressions or scale and polish).
16. I will attend classes and other teaching sessions as required by the regulations of the BDS programme. I will work outside normal working hours, including evening or weekends as required of me.
17. I will not use unfair means to gain advantage in any form of assessment including plagiarism.

18. Criminal Record Declaration

I will inform the Dental School at the point of my application to USIC if I have been involved in an on-going police investigation, arrested, charged, convicted, cautioned, or reprimanded in relation to any offence. If I am involved in an on-going police investigation, arrested, charged, convicted, cautioned, or reprimanded in relation to any offence during my time as a student registered at USIC or at the University of Sheffield, I will inform the Dental School immediately. I am aware that any such incidents may affect my progression onto the BDS course or continued registration on the BDS course. As part of entry to the BDS course, I must supply a certificate of good conduct from my home country dated within the last three months confirming that I do not have a criminal record. This must be an original office document to be received by the Dental School no later than the end of September 2023. I will need to undertake a Disclosure and Barring Scheme (DBS) check. Details on when and how to undertake a DBS check will be provided by the Dental School.

19. Occupational Health Clearance

In order to treat patients in an NHS Dental Hospital or placement, I will need to have occupational health clearance. I am aware that this will involve blood tests for Hepatitis C, Hepatitis B carrier status and HIV. If I am found to be HIV positive, or an infectious carrier of Hepatitis B or are infected with Hepatitis C, it might be the case that I will be unable to continue on the course. I will attend my Occupational Health appointment as organised through the Dental School and any follow up appointments. As health requirements do change, I will comply with the requirements in place at the time of my progression to the BDS course.

20. I will inform the Dental School at the earliest opportunity of any health condition or disability which might impact on my ability to work in a clinical environment and undertake a clinical programme. (The University of Sheffield and the STH NHS Foundation Trust Occupational Health Service will be able to support you to assess whether your health condition or disability will prevent progression to the course.) I am also aware that if there is any significant change to my health that might affect my fitness to practise whilst registered at USIC or the University of Sheffield, I will inform the Dental School immediately.

21. Consent to access the Excluded Student Database

In the interests of patients and public safety, we wish to ensure that applicants to our clinical courses do not have any fitness to practise outcomes against them, which they have not already disclosed to the School. The Excluded Student Database includes details of those students on courses leading to professional registration, who have been excluded from their programme of study on the basis of being unfit to practice. As part of our application process, we *may* wish to access the Excluded Students Database, to ensure that an applicant has fully disclosed all fitness to practise cases against them. We require your consent to access the Excluded Student Database if necessary.

22. I confirm that I have been truthful in my application and in all dealings with USIC and with The University of Sheffield, and that I did not omit any relevant information on my application. I understand that if The University of Sheffield discovers that I have been untruthful in any aspect of my application, it reserves the right to withdraw an offer or terminate the course of study.
23. If I am faced with a conflict of interest, I will be open about the conflict, declaring my interest formally, and be prepared to exclude myself from conflicted processes. This might include, for example, sharing with potential applicants, for financial gain or otherwise, information or assistance that is perceived to give an applicant an advantage over others who may not have the opportunity or means to engage with this service. This would be considered as unfair, inappropriate and discriminatory practice; that is against the core ethical values of the School of Clinical Dentistry and the professions that it represents.

I confirm that I have read and understood all of the expectations above and will comply with them. I also confirm that I have read the General Dental Council's documents '*Standards for the Dental Team*', '*Student Fitness to Practise*' and '*The NHS Constitution*'. I consent to the School accessing the Excluded Student Database during the application process.

Name:

Signed:

Date:

Please return to:

Miss Angela Hall, School of Clinical Dentistry, University of Sheffield, Claremont Crescent, Sheffield, S10 2TA