

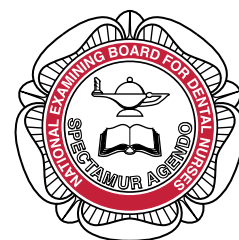


Course Provider Catalogue

Assisting you in your qualification delivery

● Date
1 July 2021

● Version
1.0




**National
Examining
Board for
Dental Nurses.**

CONTENTS

Welcome to our Course Provider Catalogue!

<u>What we can offer you</u>	04
<u>Why choose NEBDN?</u>	05
<u>Enhanced teaching and learning</u>	07
<u>Our qualifications</u>	08-10
<u>Fees & Charges 2021</u>	11
<u>Qualification Fees</u>	12
<u>Supporting the Environment</u>	13
<u>Working with us</u>	14
<u>Accreditation process</u>	16-17
<u>Get In Touch</u>	18



“In our experience,
dental practices
understand and value
the qualifications NEBDN
offer.”

Leeds Dental Institute, NHS

What we can offer you

Here at the National Examining Board for Dental Nurses (NEBDN), we develop qualifications which are assessed by online written and practical exams and online portfolios of evidence. We work with over 130 accredited course provider centres across the UK and hold a prestigious 78 years of experience as an Awarding Organisation, which is why NEBDN's qualifications are nationally



recognised by employers. Many centres offer flexible learning options to support students, for example, face to face, online, or blended learning; we endeavour to offer the qualification in the method a student needs, to ensure the chosen pathway is right for them, as we understand that education is all about choice and flexibility.

Our qualifications are suitable to be delivered by colleges, training providers and employers. They are available in a range of levels, to support dental nurses from new registrants to highly skilled dental care professionals. We pride ourselves on delivering excellence and our ability to adapt to change throughout continuous improvement. We feel it's important to tell you exactly what becoming a course provider entails and what you will get in return, making the process as transparent and easy as possible.

We have a portfolio of user-friendly qualifications which include our pre-registration National Diploma and seven post-registration qualifications for qualified dental nurses in: Implant, Radiography, Sedation, Fluoride Varnish, Oral Health, Orthodontics and Special Care Dental Nursing.

NEBDN is a registered Charity governed by a Board of Trustees, with a purpose to provide high-quality, robust qualifications to dental nurses, to support them in their education. NEBDN's roots stretch back over 80 years, when Philip Grundy, a visionary dental practitioner, imagined creating a recognised qualification to regulate the profession nationwide. Philip's vision is what makes us well recognised in the dental industry today, holding one of the largest market shares for dental nurse GDC registrations.

Why choose NEBDN?

- ✓ We are the only Awarding Organisation in the UK dedicated to providing qualifications for dental nurses
- ✓ We provide all assessment materials and exams to assist you in focusing on your teaching
- ✓ Dedicated Engagement Manager to guide you step by step through your application
- ✓ Our nationally recognised Diploma is a gateway to GDC registration for dental nurses
- ✓ Dedicated GDC registered Quality Assurance Auditor assigned to you for support and guidance
- ✓ Access to a suite of Course Provider Toolkits to support your ongoing compliance with NEBDN's Standards for Accreditation
- ✓ Online written exams delivered through our secure exam management system
- ✓ Feature on our 'Course provider search' website function so you can be easily found by potential students
- ✓ Access to free Course Provider Workshops and Forums
- ✓ No hidden costs – NEBDN's registration fees include online portfolios of evidence for all qualifications, quality assurance activity and exam entry
- ✓ No minimum spend or minimum registrations - approved course providers can apply to deliver further qualifications at no additional cost

“ 100% online assessment methods
and portfolio of evidence. ”



Enhanced teaching and learning

Our commitment to you

NEBDN personalises their approach by providing you with a dedicated Engagement Manager throughout your accreditation process at no additional cost, alongside a wealth of support from our trustworthy, reliable team. We are dedicated to providing you with an exceptional service and high-quality exam delivery. As an Awarding Organisation, our success rates and standards reflect the excellent quality of our products and services.

At NEBDN we recognise the changing needs of dental nurses and course delivery, which is why all our exams are delivered using our secure exam management system. This allows us to maintain our high security standards and monitor student progress throughout the examination.

All results are sent electronically, along with exam feedback relating to the curriculum.

What will your students receive as part of their results information?



Exam result

This will include a pass or unsuccessful grade.



Exam time and date

This will confirm the time and date the student sat the exam.



Exam percentage

This will provide the student with an overall exam percentage.



Exam marks for each section (based on each curriculum topic)

This will provide a total of marks available for each section.

As a course provider you will receive a copy of your students results, and students can access personalised exam feedback based on the curriculum in the Maxinity exam delivery software.

Our qualifications

All of NEBDN's qualifications can be delivered in a variety of ways e.g., classroom based, distance learning, or online; but this will depend on your chosen teaching method.

NEBDN professional qualifications are not currently in the Qualifications Framework. However, as a guide; our National Diploma is broadly equivalent to Level 3 and our Post-Registration qualifications to Level 4/5 standards.

All our Post-Registration exams (level 4 upwards) comprise of a 90-minute online written examination composed of two sections:

Part A - 45 Multiple-Choice Questions (MCQs)

Part B – 30 Extended Matching Questions (EMQs)

Post-Registration students are required to complete a work-based Record of Competence (RoC) and an online written examination (with the exception of Fluoride Varnish - see p10).



National Diploma



Dental Implant Nursing

National Diploma

The purpose of this qualification is to prepare trainee dental nurses in the foundations of dental nursing, allowing for the demonstration of knowledge, skills and professional attributes. This is NEBDN's flagship qualification and allows successful students to apply for GDC registration as a dental nurse.

Students are required to complete a work-based Record of Experience (RoE), and an online written and practical examination.

Examination

- Part 1 – An online written exam combining 60 Multiple-Choice Questions (MCQs) and 40 Extended Matching Questions (EMQs)
- Part 2 – Objective Structured Clinical Examination (OSCE).

Dental Implant Nursing

This course involves practical and theoretical elements, from the reasons why to how an implant is placed. Students will assist in several implant case studies to allow for the completion of their qualification.

Our qualifications



Dental Radiography



Dental Sedation Nursing



Oral Health Education

Dental Radiography

This course involves the practical and theoretical aspects of radiography within dentistry. Students will gain knowledge of the importance of safe radiation along with the various types of radiographic images required within dentistry and the purpose of these.

Dental Sedation Nursing

All our dental sedation courses will require students to achieve a balanced mixture of knowledge and practical skills, as well as demonstrating an appropriate professional attitude. To ensure our dental sedation qualifications reflect the areas of practice the dental nurse works in, we offer the following three options:

- Certificate in Dental Sedation Nursing
- Award in Inhalation Sedation Dental Nursing
- Award in Intravenous Sedation Dental Nursing

Students are required to complete a work-based Record of Competence (RoC) and an online written examination (dependant on which method of sedation they select from above).

Oral Health Education

This qualification will help students develop their communication skills, which is essential for delivering oral health education and being an effective educator. They will gain in-depth knowledge of the importance of oral health, along with methods and approaches they can take to communicate this to patients.

Our qualifications



Orthodontic Dental Nursing



Special Care Dental Nursing



Fluoride Varnish Application

Orthodontic Dental Nursing

The theoretical learning covers the biological background to orthodontics and encompasses the various appliances used today and how to maintain them. This course also emphasises the medico-legal aspects of treatment and the importance of good communication between a patient and the dental team.

Special Care Dental Nursing

Special Care Dentistry is about providing and enabling the delivery of oral care for people with specific needs. The syllabus is structured to ensure that students receive a broad range of knowledge and understanding towards Special Care Dentistry. This includes social and ethical issues, together with a working knowledge of the relevant current legislation and guidance.

Fluoride Varnish Application

This course is split into two elements which work in conjunction with each other. The theoretical element of the course looks at a variety of subjects including patient management, community-based fluoride application programmes and more generic subjects such as legal and ethical issues and oral hard and soft tissue conditions.

Students are required to complete a work-based Record of Competence (RoC) as part of their learning.

No exam required.

Fees & Charges 2021

Admissions: Registration fee (fee charged to course provider per new candidate)

• National Diploma in Dental Nursing	£485
• Certificate in Dental Implants Nursing	£195
• Certificate in Dental Radiography	£195
• Certificate in Oral Health Education	£195
• Certificate in Orthodontic Dental Nursing	£195
• Certificate in Special Care Dental Nursing	£195
• Certificate in Dental Sedation Nursing	£195
• Award in Intravenous Sedation Dental Nursing	£195
• Award in Inhalation Sedation Dental Nursing	£195
• Certificate in Fluoride Varnish Application	£95

Admissions: Administrative charges to course providers

• Deferral of candidate to a different exam date – except National Diploma OSCE	Free
• Deferral of candidate to a different exam date – National Diploma OSCE only	Free
• Late fee – Candidate Registration Form(s) (per batch)	£100
• Late fee – exam entry documentation (per candidate)	£100
• Transfer from Award in Intravenous or Inhalation Sedation Dental Nursing to Certificate in Dental Sedation Nursing	£100

Admissions: Resit fee/Did Not Attend (fee charged to course provider per resit candidate)

• National Diploma in Dental Nursing – written examination	£125
• National Diploma in Dental Nursing – OSCE	£300
• Post-Registration Certificates	£175
• Post-Registration Awards	£175

Qualification Fees

We understand how important it is to make a profit as a business, which is why unlike other Awarding Organisations, we don't charge annual fees. We only charge a one-off application fee of *£500 for initial accreditation. Once you have become an accredited NEBDN course provider in one of our qualifications, you can add as many other NEBDN qualifications as you like, free of charge.

Please note, this does not include fees and charges for students registered with NEBDN and any costs incurred with this. For a full list of our schedule of fees and charges, including products and services, please click [here](#).

We endeavour to ensure that all our qualification fees are competitive and fair.

***This is a non-refundable cost to cover the accreditation process.**

- Support throughout the accreditation process
- Support from the Engagement team
- Financial eligibility credit checks
- A service tailored to your needs
- Help with formation and development of documentation
- A high-quality service with our experienced Auditors
- Access to our qualified Customer Support team
- A certificate upon successful completion of accreditation



We chose NEBDN over competitors because NEBDN's course format is really straightforward, and the learners can qualify in a short duration achieving all the necessary learning outcomes.

Forward Academic Team Ltd.

Supporting the Environment

NEBDN supports an eco-friendly work environment and has successfully managed to reduce its environmental footprint by making changes to the way it operates as a business. From July 2020 to March 2021, NEBDN issued six online exams, saving the equivalent of 160,830 sheets of paper or 16 pine trees. By moving paper expenses to an online app, producing digital content and online tickets for events, and integrating new online software solutions for stakeholders, we can create a greener environment with our suppliers and continue to reduce our carbon emissions.

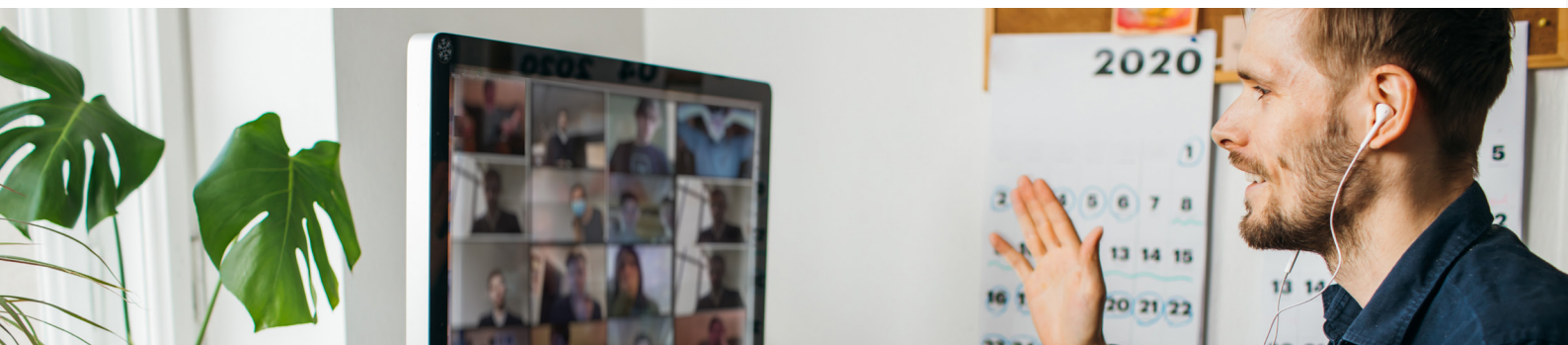


“ I’m incredibly proud of all that we’ve achieved over the year. A positive outcome of COVID-19 has been the immense reduction of travel for our Staff and Trustees, and the amount of paper decreased from facilitating online exams. ”
Kate Kerslake, CEO.

NEBDN’s ‘Going Green’ campaign is a continued initiative to make positive environmental changes to lower its carbon emissions and generate greener solutions by utilising online platforms and lowering print and travel plans over the coming years, hosting more meetings virtually and looking at ways in which they safely recycle products. NEBDN is part of an Environmental Accomplishment recycling programme through one of its suppliers.

Working with us

We are the perfect qualifications provider to assist you in your exam delivery. Combining dedicated support and sector expertise with the right registration, assessment and quality systems, we provide you with access to digital platforms to manage large and small volumes effectively and efficiently. Everything we do is focused towards helping you do business quicker and with greater ease, enabling you to give your full attention to your students' learning and development to achieve success.



PebblePad

Manage your students via a personalised platform where they can upload their RoE/RoC.

TheHub

Register your students, request deferrals, reasonable adjustments or extenuating circumstances and manage your course provider details.

E-certification – digital certificate of achievement for students who pass their exam.

Maxexam

Exam management system enabling students to complete exams securely online.

DocuSign/Egress

Sign and return all legal agreements and contracts.

Certified secure emails for sensitive/confidential information.

Are you fed up with paying for dental nurse training?

Why not become an NEBDN course provider yourself?

We are dedicated to supporting you and your cohorts throughout your qualification delivery. For an informal chat, call our team on 01772 429917.

4,000+


dental nurses
sit an NEBDN exam
each year

100%

online assessment
methods and
portfolio of
evidence

24,350

website searches
for NEBDN course
providers in 2020



*"We have found
working with the NEBDN
team very easy and
extremely efficient."
SmileWisdom Academy of
Dentistry & Dental Nursing.*

Accreditation process

As part of your customised experience with us, NEBDN will provide you with a dedicated Engagement Manager who will assist you in completing your accreditation documents throughout your application journey. To start your application, you will need to complete an easy-to-use online contact form, that can be accessed [here](#).

As part of your application process, you will fill out further information in two parts:

Application form part one: your details

The first part of accreditation asks for all the information about you, your tutors, and the chosen course(s) that you expect to teach.

Application form part two: self-audit

NEBDN's Standards for Accreditation apply to all course providers who deliver, or seek to deliver, NEBDN qualifications. The Standards are:

Standard 1:

Management Arrangements and Resources

Standard 2:

Qualification Delivery and Development

Standard 3:

Administration, Supervision and Support of Students

Accreditation process

For each standard there is a collection of requirements that set out what is expected of an NEBDN accredited course provider. These are the criteria against which we will assess your application and against which we continuously quality assure all our accredited course providers.

To achieve and maintain NEBDN accreditation, course providers must meet all the criteria that underpin our standards and provide evidence to demonstrate this, - our Quality Assurance team will support you with this aspect. As a new course provider, it's important you recognise what staffing requirements you will need to avoid any disappointment upon application. Please see list below:

Lead Tutor

Responsible for the production of the scheme of work, mock examinations and assessments.

Tutor

Responsible for providing a supportive relationship with students throughout their programme of study. They deliver theoretical and practical sessions and record the student's progress.

Marker

Responsible for marking the Record of Experience (RoE) or Record of Competence (RoC).

Internal Moderator

Responsible for quality assuring the completion of the RoE or RoC.

How quickly can a course provider gain accreditation?

Your dedicated Engagement Manager and NEBDN team will support you throughout your accreditation application. As a course provider you can gain accreditation in as little as:

Minimum time to gain accreditation as a new course provider: 11 weeks.

For existing course providers, the application process usually takes 6 weeks.


The above is based on a course provider returning their documents for accreditation during the suggested timeframe, as discussed with your dedicated Auditor. We understand that each course provider has a different set of circumstances, and our Auditors will work with you on an individual basis to assist you with this.




GET IN TOUCH




If you have any questions regarding our accreditation process and would like to have an informal chat, call our team on **01772 429917** or email accreditation@nebdn.org.

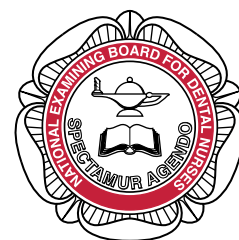
If you are an existing course provider and would like to express your interest about a new qualification, please speak to your dedicated Auditor.

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 NEBDN
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 accreditation@nebdn.org



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