

NEBDN
APPRENTICESHIP

QUALIFICATION SPECIFICATION
NEBDN Level 3 Diploma in Dental Nursing
(Integrated Apprenticeship) (RQF)

VISIT NEBDN.ORG



Qualification number: 610/3076/4
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About the National Examining Board for Dental Nurses (NEBDN)

The National Examining Board for Dental Nurses (NEBDN) is a leading provider of qualifications for dental nurses in the UK, delivering awards in both pre-registration and post-registration areas. As a registered charity, we have been examining and awarding dental nursing qualifications for over 80 years, and ensure that Learners' knowledge, understanding, and practical skills are assessed by highly experienced practitioners.

We utilise a network of GDC registered subject matter experts and examiners ensuring that our qualifications and assessments are up-to-date and designed to meet the needs of organisations and the patients for whom they care for.

Our Mission

To provide qualifications to enhance lifelong career development for dental nurses.

Our Vision

To be the leading provider of qualifications in dental nurse education and development enabling excellence in practice.

Our Values

- Fair
- Professional
- Collaborative
- Innovative
- Inclusive.

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1. General Information

Guide to the specification

This specification provides all the key information Providers need to know to effectively deliver the qualification. It is an essential document for any Provider staff involved in the delivery, assessment or quality assurance of the qualification that they **must** familiarise themselves with and adhere to.

Section 1 includes general information, such as the Provider accreditation process, guidance on our website and the Customer Relationship Management system known as TheHub (which is available to our accredited Providers) and information on definitions of key terms used in the specification and unit grids.

Section 2 of this document provides all the qualification-specific information needed to deliver the qualification, along with the full units which relate to different aspects of Dental Nursing. **Please note**, qualification units are only available in the full version of the specification available to download for Providers via the Centre Document area in TheHub. Each unit specifies the knowledge, skills and behaviours the Learner must demonstrate in order to pass the assessments and achieve the qualification. These are set out in the form of Learning Outcomes (LO) and Assessment Criteria (AC).

Guide to unit format and key terms

Definitions of the key terms used in the unit grids and specification are provided below:

Qualification title	The formal title of the qualification that will appear on Learners' certificates
Qualification number	Ofqual identification number for the qualification
Unit number	Ofqual identification number for the specific unit
Unit title	The formal title of the unit
Unit summary	Summarises the content and purpose of the unit
Unit level/Qualification level	The level assigned to the unit/qualification, informed by the level descriptors provided by Ofqual
Guided Learning Hours (GLH)	<p>The number of hours the average Learner would typically be expected to spend completing learning, study and/or assessments while under supervision of a Tutor or Assessor (or Invigilator in the case of assessment). Examples of GLH include:</p> <ul style="list-style-type: none"> • Classroom based learning/e-learning that is Tutor-led or supervised in real time • Workplace learning and assessment while being supervised/instructed/assessed by a Tutor/Assessor and work-based practice/supervised work under supervision of Employer/Direct Supervisor • Telephone conversations, instant messaging or face-to-face meetings with a Tutor that are relevant to study

	<ul style="list-style-type: none"> All forms of assessment which take place under the guidance or supervision of a Lecturer, Supervisor, Invigilator, Tutor or other appropriate provider of education or training
Total qualification time (TQT)	<p>This is made up of the:</p> <ul style="list-style-type: none"> Number of hours we have assigned to the qualification as GLH Number of hours that the average Learner is typically expected to spend in independent study and preparation (referenced here as Independent Learning Hours/ILH) in order to successfully complete the qualification <p>Examples of ILH include:</p> <ul style="list-style-type: none"> Independent and unsupervised research/learning and unsupervised coursework Unsupervised e-learning and e-assessment Watching a pre-recorded podcast, webinar or lecture Unsupervised work-based learning
Learning Outcome (LO) <i>The Learner will...</i>	Sets out what a Learner will know, understand, or be able to do
Assessment Criteria (AC) <i>The Learner can...</i>	Specifies the specific standards a Learner must meet to show achievement of the Learning Outcome. The assessments for the qualification are based on the Assessment Criteria
Mapping to End-Point Assessment (EPA) and General Dental Council (GDC) criteria	<p>The Mapping in Appendix 1 indicates how each of the following relates to the Learning Outcomes in each unit of the qualification:</p> <ul style="list-style-type: none"> Knowledge, Skills and Behaviours (KSBs) for the Dental Nurse Apprenticeship Standard General Dental Council's 'Preparing for Practice' Learning Outcomes for Dental Nurses <p>The qualification is designed to have full coverage of both.</p>
Range	This is provided in the section beneath each LO and indicates whether any of the AC in the LO have a Range which must be assessed.
Regulated Qualifications Framework (RQF)	Ofqual's regulatory qualification framework for England. Split into 9 levels, from Entry levels through to Level 8.

Requirements for Provider accreditation

To offer the NEBDN Level 3 Diploma in Dental Nursing (Integrated Apprenticeship) (RQF) Providers must first be approved by NEBDN, in line with the current NEBDN Standards for Accreditation. These standards outline the criteria that all Providers must meet to become an accredited Provider.

The NEBDN Standards for Accreditation are set out in five key areas:

- Standard 1:** Governance Arrangements
- Standard 2:** Quality Assurance Arrangements
- Standard 3:** Qualification Delivery and Continuous Improvement

- **Standard 4:** Provider Assessment
- **Standard 5:** Learner Support and Experience

The Standards take into consideration the GDC Standards for Education that Providers are expected to meet.

For more information, or to order an accreditation enquiry pack, please complete the [Contact Form](#) on our website and return to our Engagement Manager at accreditation@nebdn.org or telephone us on 01772 429917.

Role of the Provider and the Provider Agreement

Each Provider is required to work in partnership with NEBDN to ensure that all Learners have the best possible experience while taking this qualification and are treated fairly. Our commitment to this is supported by our Provider Agreement, which all Providers must become familiar with and is downloadable from the Centre Document area of the TheHub. As this is an integrated Apprenticeship qualification, Providers are also required to sign an End-Point Assessment Organisation (EPAO) agreement with NEBDN, setting out the expectations of Providers, Employers and Learners in relation to the Apprenticeship/End-Point Assessment.

Guide to TheHub/NEBDN website

The website address for NEBDN is www.nebdn.org. Information on this qualification, including the short version of the qualification specification (without full units), can be found on the website.

Approved Providers will be provided access to the TheHub, where they will be able to manage bookings and registrations for their Learners.

Full versions of the qualification specification, and any additional documentation and information available to support the delivery and assessment of the qualification, are also available to download from the Centre Document section of TheHub.

Our website and TheHub are maintained on a regular basis and will always contain the most up-to-date information/documents. Whilst we endeavour to provide information on changes to specifications, we strongly recommend Providers regularly check for updates to ensure they have current information and are using the most recent version of documents. All documents, such as qualification specifications, are version controlled to allow Providers to easily check they hold the most recent version.

Within the Centre Document area of TheHub, we also make available some key policies and procedures that Providers may need to refer to such as:

- Fair Access and Reasonable Adjustment Policy
- Recognition of Prior Learning Policy
- Sanctions Policy
- Provider Agreement
- Extenuating Circumstances Policy
- Fees and Invoicing Policy
- Malpractice and Maladministration Policy
- Appeals Policy

- Learner Conduct Policy
- Social Media Policy
- Equality & Diversity Policy

Equality and Diversity

NEBDN is committed to actively opposing all forms of discrimination and promoting equality and diversity. NEBDN aims to achieve a working and assessment environment which provides equality of opportunity and freedom from unlawful discrimination on the grounds of race, sex, pregnancy, and maternity, marital or civil partnership status, gender reassignment, disability, religion or beliefs, age, or sexual orientation.

We expect our Providers to also commit to promoting equality and diversity and to have in place appropriate processes to enable Learners to have equal access to training and assessment for our qualifications, without discrimination. Full details of our expectations for Providers can be found in our Equality and Diversity Policy, available to download via the Centre Document area in TheHub.

2. Guide to the Qualification

Introduction

The NEBDN Level 3 Diploma in Dental Nursing (Integrated Apprenticeship) (RQF) has been developed and is awarded by the National Examining Board for Dental Nurses (NEBDN). It is regulated by Ofqual and sits on the Regulated Qualifications Framework (RQF).

Title and level	NEBDN Level 3 Diploma in Dental Nursing (Integrated Apprenticeship) (RQF)				
Qualification Number	610/3076/4	Total Qualification Time (TQT)	568	Guided Learning Hours (GLH)	369

Qualification summary

A summary of the qualification is set out below.

Age group	16+
Qualification purpose	<p>This qualification has been designed as the integrated qualification for the Dental Nurse Apprenticeship in England. It is suitable for Learners currently undertaking the Dental Nurse Apprenticeship and has been structured to meet the requirements of the Dental Nurse Apprenticeship Standard ST0113 and the Assessment Plan version AP05 published on 28 July 2022.</p> <p>It is also designed to meet the requirements of the General Dental Council (GDC) and enable Learners to register with the GDC via successful completion of the Apprenticeship route.</p>
Qualification content	<p>The qualification has been developed in consultation with our team of experts with occupational experience within the Dental Nursing profession to ensure it is relevant, accurate and has a clear benefit to Learners achieving it and to the wider profession.</p> <p>The qualification has been designed to cover all the Knowledge, Skills and Behaviours (KSBs) of the Dental Nurse Apprenticeship Standard, as well as meeting all the General Dental Council's (GDC) Learning Outcomes for Dental Nurses.</p> <p>It features units on the professional roles and responsibilities of a Dental Nurse, infection control, health and safety, medical emergencies, anatomy, chairside skills, oral disease, health promotion, radiography, clinical assessment and treatment planning, restorations, prosthetic treatments, and extractions and minor oral surgery procedures.</p> <p>A mapping to the both the KSBs and the GDC's Learning Outcomes can be found in Appendix 1.</p>
Regulation and support	The qualification is regulated by Ofqual and sits on the RQF.

	<p>The General Dental Council (GDC) has given provisional approval of this qualification, which will be reviewed through inspection of the completed programme and assessments for the first cohort. Approval will confirm this as a route to Dental Nurse registration with the GDC.</p>
Assessment methods	<p>The qualification is assessed by:</p> <p>Pre-Gateway (on-programme assessments):</p> <ul style="list-style-type: none"> • Portfolio of Evidence • Knowledge Test <p>Post-Gateway:</p> <ul style="list-style-type: none"> • End-Point Assessment (in the form of Unit 13: Assessment Unit (Structured Clinical Assessment)) <p>As per the requirements of the Dental Nurse Assessment Plan AP05, End-Point Assessment for the Apprenticeship is integrated into the qualification. This means that in order to achieve the qualification and Apprenticeship, the Learner must pass the above assessments that meet both the on-programme and End-Point Assessment (EPA) requirements of the qualification.</p>
Grading	<p>All assessments are graded pass/fail.</p> <p>The overall grading for both the qualification and the Apprenticeship is pass/fail. To achieve a pass overall, the Learner must achieve a passing grade in both on-programme assessments and the End-Point Assessment unit.</p>
Materials available	<p>The following supporting materials are available:</p> <ul style="list-style-type: none"> • Apprenticeship Provider Handbook • Assessment and Internal Quality Assurance Guide for the NEBDN Level 3 Diploma in Dental Nursing (Integrated Apprenticeship) (RQF)
Progression routes	<p>Learners achieving this qualification may wish to continue their progression and professional development in the future through completion of one of the following specialist Post-Registration qualifications:</p> <ul style="list-style-type: none"> • NEBDN Certificate in Dental Implant Nursing • NEBDN Certificate in Dental Radiography • NEBDN Certificate in Dental Sedation Nursing • NEBDN Certificate in Oral Health Education • NEBDN Certificate in Orthodontic Dental Nursing • NEBDN Certificate in Special Care Dental Nursing • NEBDN Certificate in Fluoride Varnish Application

Entry requirements/recommendations

The qualification is suitable for Learners aged 16+ who are enrolled on the Dental Nurse Apprenticeship with NEBDN and employed in a suitable Dental Nursing role. It is delivered and assessed in English.

Learners must be sufficiently fluent in both written and spoken English to communicate effectively with patients, their relatives, the dental team, and other healthcare professionals to enrol on this qualification.

Admission to the qualification is at the discretion of the Provider. Providers will conduct an application process, which requires Learners to demonstrate that they have the required skills, knowledge and understanding to embark on this qualification. This initial assessment can also be used to identify any training and support needs and relevant prior achievements or experience to assist in tailoring their learning and development plan to their needs.

All enrolment processes should follow the Provider's Learner Recruitment Policy, in accordance with NEBDN's requirements, to ensure equality and diversity in recruitment for this qualification.

Induction

NEBDN expects Providers to offer Learners an appropriate induction programme to ensure the Learner fully understands the requirements and responsibilities of the programme and has developed key areas of knowledge relevant to the role of the Dental Nurse before progressing further. It should contain:

- Raising concerns and whistleblowing
- Patient care and safety, patient consent and duty of candour
- Safeguarding and Prevent
- Health and safety and PPE
- Professionalism
- Confidentiality and data protection
- Learner identification
- Equality, diversity, and inclusion
- Plagiarism and collusion

The Induction must be completed within the first six weeks of training and signed off by the Learner, Provider and Employer. This should then be retained for review during External Quality Assurance monitoring activities by NEBDN.

NEBDN also requires the Employer to carry out an induction to the workplace with the Learner (and retain it for External Quality Assurance purposes), covering the following topics:

- Safeguarding and Prevent
- Immunisation protocols
- Health and safety, COSHH, waste disposal, PPE, RIDDOR, fire procedures
- Infection control, handwashing, decontamination/sterilisation, sharps injury protocol
- Medical emergency protocols, including CPR and Defibrillation
- Radiation Protection
- Professionalism, patient consent, duty of candour, learner identification
- Confidentiality and data protection
- Equality, Diversity, and Inclusion

Learner identification

Learners who are training to become qualified Dental Nurses must be clearly identifiable at all times within the practice/clinical workplace. For example, name badges could be worn confirming the Learner's

name and trainee status. Providers must ensure Employers are aware of this requirement and that it is being adhered to in practice.

Qualification-specific requirements/resources for Providers

Learners must be able to access IT hardware and meet the software requirements as advised by NEBDN, in order to undertake any mandatory online assessments. Current guidance can be found on our website.

Providers must also ensure Learners have access to all the equipment and materials they need to meet the requirements of the Portfolio of Evidence, for example, by purchasing impression materials where an Employer only uses digital scanning to enable Learners to complete a simulation.

Learners must be able to meet all the work-based clinical requirements of the Portfolio of Evidence, the full details of which are set out both in this document and, in more detail, in the Assessment and Internal Quality Assurance Guide for the qualification.

As best practice, it is recommended that (if required) arrangements are made to allow Learners to gain experience in other practices/clinical environments to ensure they are able to gain the full range of experience across procedures and patient types. This may particularly apply to small practices where the Learner experience may be more limited.

Providers must ensure any placements, sites etc., where the Learner is undertaking learning and assessment, meet appropriate health and safety and quality assurance checks.

Total Qualification Time (TQT) and Guided Learning Hours (GLH)

The qualification has been assigned a Total Qualification Time (TQT) of 568 hours, and of this, it is recommended that 369 hours are completed as Guided Learning Hours (GLH).

GLH is an estimate of the number of hours the average Learner would typically be expected to spend completing learning, study and/or assessment while under supervision of a Tutor or Assessor (or Invigilator in the case of some forms of assessment).

TQT encompasses both GLH and any additional hours the average Learner is expected to spend on independent study and preparation.

TQT and GLH figures are estimates and are assigned to the qualification as guidance. Depending on experience and prior knowledge, individual Learners may take more or less time to complete the programme of learning and demonstrate the level of attainment needed to achieve the qualification. The full definitions of GLH and TQT can be found above, in Section 1 of this document (page 5).

Delivery guidance

The Provider must ensure they have in place a structured programme to deliver the units of the qualification in its entirety, and suitably prepare the Learner to undertake their assessments.

Providers should structure delivery of the qualification units to ensure that underpinning knowledge is delivered in key areas before the Learner engages in practical procedures or observations relating to that area. This is important for meeting GDC's requirements, particularly in relation to patient safety.

The apprenticeship must span a minimum of 372 days in line with Education and Skills Funding Agency (ESFA) requirements, but typically Learners will spend 18 months on-programme. Providers must ensure compliance with ESFA requirements, including Off-the-Job Training.

The link between the qualification and EPA for the Apprenticeship

As per the requirements of the Dental Nurse Assessment Plan AP05, End-Point Assessment for the Apprenticeship is integrated into the qualification. This means that in order to achieve the qualification and Apprenticeship, the Learner must pass the stipulated assessments that meet both the on-programme and End-Point Assessment (EPA) requirements of the qualification.

Assessment summary and guidance

There are three assessments for this qualification. The Portfolio of Evidence and the Knowledge Test are the on-programme assessments and must be completed pre-Gateway, while the End-Point Assessment unit post-Gateway consists of a Structured Clinical Assessment.

Pre-Gateway (on-programme assessment)

Portfolio of Evidence

The Portfolio of Evidence is designed to assess **all** Assessment Criteria across **units 1 to 12**. It is completed during the on-programme phase and **must** be completed and passed before the Learner is permitted to go on to complete the second on-programme assessment, the Knowledge Test. The portfolio is assessed and internally quality assured by suitably qualified Provider staff. The Assessor and Internal Quality Assurer requirements are further detailed in the Provider staffing requirements section starting on page 16 below. NEBDN will conduct external quality assurance engagements in relation to the portfolio.

The Portfolio of Evidence is completed electronically via the online portfolio platform PebblePad. It is supported by an Assessment and Internal Quality Assurance Guide, which contains all the additional information Provider staff will need to know and is available to download from the Centre Document section of TheHub. More information about the Portfolio of Evidence and its requirements can also be found in the units and Unit Guidance section from page 20 onwards.

The portfolio is graded pass or fail.

Knowledge Test

The Knowledge Test consists of 100 marks in total: 60 marks relating to Multiple Choice Questions (MCQs) and 40 for Extended Matching Questions (EMQs). It is carried out online, has a duration of two hours and is graded pass or fail.

This assessment must be taken (and a passing grade achieved) after the Portfolio of Evidence has been passed, but prior to the Learner passing through Gateway and going on to complete the final End-Point Assessment unit.

The Knowledge Test is designed to test the retention and application of underpinning knowledge from across the qualification in a moderated, independent assessment conducted and marked by NEBDN. It will assess a range of AC across the knowledge-based Learning Outcomes of units 1-12.

This assessment will be standard set beforehand, and results ratified post-assessment according to NEBDN's procedures in order to determine the pass mark on an assessment-by-assessment basis. This is to ensure NEBDN and external psychometricians can account for Learner performance and exam difficulty for each assessment session when determining the passing grade.

Post-Gateway (End-Point Assessment)

Unit 13: Assessment Unit (Structured Clinical Assessment)

This unit consists of a Structured Clinical Assessment with a duration of 85 minutes. This is made up of 30 minutes reading time and 55 minutes of assessment time to enable Learners to prepare. This is a moderated assessment, conducted and marked by NEBDN. It is graded pass/fail.

The Structured Clinical Assessment will consist of 11 scenario-based assessment tasks (known as 'stations') in the format of a videocall with an NEBDN Associate Assessor. The 'stations' are formatted as questions which require Learners to draw on and apply relevant Knowledge, Skills and Behaviours as appropriate. Each of the 11 stations will each assess the Learner in relation to one of the 11 Duties and their associated KSBs set out in the Dental Nurse Apprenticeship Standard.

The 11 Duties are indicative of the role of the Dental Nurse and in line with the Scope of Practice set out by the GDC. The Structured Clinical Assessment is designed to evaluate the 'Dental Nurse' as a safe practitioner and ensure occupational competence, hence the alignment to the Duties selected by the employers consulted in the trailblazer group.

This is the final assessment and acts as the End-Point Assessment for apprenticeship purposes. It must only be taken after the Portfolio of Evidence and Knowledge Test have been successfully passed and the Learner has passed through Gateway. The qualification cannot be awarded without the successful completion of this assessment unit.

This assessment will be standard set beforehand, and results ratified post-assessment according to NEBDN's procedures in order to determine the pass mark on an assessment-by-assessment basis. This is to ensure NEBDN and external psychometricians can account for Learner performance and exam difficulty for each assessment session when determining the passing grade.

Gateway

In order for a Learner to pass through 'Gateway' and be permitted to undertake the final assessment – Unit 13: Assessment Unit (Structured Clinical Assessment), Learners **must**:

- Be deemed by the Employer and Training Provider to be working at the right level and consistently meeting the Knowledge, Skills and Behaviours (KSBs) in the Standard
- Have successfully passed the on-programme assessments (to evidence that they have the requisite standard of knowledge, skills and understanding in relation to units 1-12 of the qualification):
 - Portfolio of Evidence
 - Knowledge Test
- Be able to evidence achievement of Maths and English at Level 2 or equivalent.

Resits and Retakes

Learners are permitted the following resits and retakes:

Knowledge Test: Three additional resits are permitted.

Structured Clinical Assessment: Three additional resits are permitted and one retake.

A resit is defined as being where the Learner takes the assessment again without a period of additional learning being necessary.

A retake is where it is deemed that additional learning is needed prior to the Learner being entered back into the assessment. NEBDN expects evidence of additional learning to be provided prior to the Learner being entered in for a retake opportunity.

Resits and retakes cannot be taken to improve a Learner's grade or score (other than in the case of a fail being awarded).

Grading

The overall grading for both the qualification and the Apprenticeship is pass/fail. To achieve a pass overall, the Learner must achieve a passing grade in both of the on-programme assessments and the End-Point Assessment unit. The qualification and its assessments are mapped to and have full coverage of both the Integrated Dental Nurse Standard's KSBs and the GDC's standards for Dental Nurses set out in Preparing for Practice Learning Outcomes for registration (2015 revised edition) (GDC 2015).

Plagiarism

All work submitted to NEBDN by Learners must be their own. Work copied from other sources (including the use of artificial intelligence to generate any part of assessment work) is not permitted. Where instances of plagiarism are identified, the work will not be accepted, and Learners may be subject to their Provider's or NEBDN's disciplinary procedures. NEBDN will be notified of any cases of plagiarism identified by Providers.

Conduct, fitness to practise and raising concerns

Learners undertaking this qualification are expected to maintain a high standard of professionalism and conduct themselves in line with the GDC's Standards for the Dental Team and NEBDN's Learner Conduct Policy. If a Provider, or NEBDN, as the Awarding Organisation, identify a failure to meet the appropriate standards of professionalism, there may be an obligation to report the incident to the GDC, which could affect current or future registration as a dental professional.

Providers must have a Student 'Fitness to Practise' policy in place in line with GDC requirements and apply it as required. They must ensure there are transparent procedures in place to ensure that concerns relating to Learner and staff behaviour/conduct are identified, reported and acted upon promptly. Concerns that are escalated to the GDC must also be notified to NEBDN via the External Quality Assurance team.

Recognition of prior learning

As per NEBDN's Recognition of Prior Learning Policy, recognition of prior learning is not permitted. Learners must complete and successfully achieve all assessments as set out in this specification in order to gain the full qualification. Please see the Recognition of Prior Learning Policy, available to download via TheHub, for more information.

Reasonable adjustments and extenuating circumstances

Reasonable Adjustments and Extenuating Circumstances are permitted for this qualification in line with NEBDN's Fair Access and Reasonable Adjustment and Extenuating Circumstances policies (available for download via TheHub).

Reasonable Adjustments and Extenuating Circumstances requests must be submitted via TheHub. Reasonable Adjustments must be approved by NEBDN prior to the Learner undertaking the assessment.

Provider staffing requirements for delivery, assessment and quality assurance

Providers must have suitably qualified personnel in place to ensure the effective delivery, assessment and quality assurance of this qualification. The same person may take on more than one role if suitably qualified e.g. Tutor and Assessor, or Tutor and Internal Quality Assurer; however, they must **not** carry out quality assurance relating to any Learners for which they had involvement in the assessment; either as an Assessor or Witness.

Please note: Providers have a responsibility to ensure that Assessors and Internal Quality Assurers do **not** carry out assessment or quality assurance for any Learners where there is a personal interest in the outcome of the assessment.

Providers must ensure that all staff have the appropriate indemnity cover in line with the requirements of the GDC. Providers must also ensure they can provide demonstrable evidence of Tutor, Assessor, Witness and Internal Quality Assurer competence and experience, showing how they meet the requirements above, if requested as part of external quality assurance monitoring.

Mentor

The Provider must ensure that Learners are supported by a workplace Mentor, whose role is to provide guidance, advice, feedback and support to the mentee, as well as acting as a professional role model to support the Learner throughout their learning journey.

It is recommended that the Mentor can demonstrate sufficient Knowledge, Skills and Behaviours in line with the occupational standard and is competent and experienced to be able to support the Learner in line with their Scope of Practice.

The Mentor can also provide feedback to the Employer regarding clinical competency that will support the Employer's contribution to the progress reviews.

Tutor requirements

Tutors are responsible for delivering underpinning knowledge and understanding, in line with the requirements set out in the units of the qualification.

Tutors for this qualification are required to:

- Have sufficient recent knowledge and occupational competence in the area in which they are delivering training
- Hold a qualification which is recognised by the GDC for registration as either a Dentist, Dental Nurse or other Dental Care Professional (DCP) with competence in the relevant areas of practice **and** hold current registration on the appropriate GDC register
- Be able to demonstrate ongoing occupational competence
- Have previous demonstrable experience of delivering training or a suitable regulated qualification in teaching/training

Assessor requirements

Assessors are responsible for assessing Learners using a range of assessment methods, as specified for the Portfolio of Evidence. Assessors must ensure Learners are meeting the required minimum standards to be able to practice as a Dental Nurse.

Assessors for this qualification are required to:

- Have sufficient knowledge and occupational competence in the area in which they are assessing
- Hold a qualification which is recognised by the GDC for registration as either a Dentist, Dental Nurse or other Dental Care Professional (DCP) with competence in the relevant areas of practice **and** hold current registration on the appropriate GDC register
- Be able to demonstrate ongoing occupational competence
- Hold or be working towards a recognised Assessor qualification, such as:
 - Level 3 Award in Assessing Competence in the Work Environment (RQF)
 - Level 3 Certificate in Assessing Vocational Achievement (RQF)
 - A1 or D32/D33

Providers must ensure Assessors meet the requirements above and that registration status is retained while the Assessor is in role.

Witnesses

Witness testimony may be used as evidence to support the assessment of elements of the portfolio, where specified as appropriate. The role of the Witness is to observe the Learner in the workplace and provide testimony as to their competence in meeting the relevant Learning Outcomes and Assessment Criteria.

Witnesses must:

- Have sufficient knowledge and occupational competence in the area in which they are witnessing
- Hold a qualification which is recognised by the GDC for registration as either a Dentist, Dental Nurse or other DCP with competence in the relevant areas of practice **and** hold current registration on the appropriate GDC register
- Be able to demonstrate ongoing occupational competence in the area in which they are witnessing.

Witnesses should also have previous experience of working with the Learner they are witnessing. It is expected for Witnesses to have worked with the Learner on 2 prior occasions (over a period of at least 3 months).

Internal Quality Assurance (IQA) requirements

Providers must have an appropriate internal quality assurance strategy in place, along with an appropriately qualified Internal Quality Assurer(s). In addition, Providers must have effective processes in place for managing programme quality, including how necessary improvements to programmes are identified and implemented. These must encompass, for example, how changes are made as required to ensure the Schemes of Work continue to map to the Learning Outcomes and Assessment Criteria of the qualification units, as set out in the most recent version of the qualification specification document, and how factors such as legislative changes or changes to external guidance are accounted for.

Internal Quality Assurers are responsible for ensuring that assessment processes are robust, of high quality and are consistently applied by Assessors; both by the individual Assessor across the qualification and across different Assessors of the qualification within the organisation (where applicable).

Internal Quality Assurers for this qualification are required to:

- Have sufficient knowledge and occupational competence in the area in which they are quality assuring
- Hold a qualification which is recognised by the GDC for registration as either a Dentist, Dental Nurse or other DCP with competence in the relevant areas of practice **and** hold current registration on the appropriate GDC register
- Hold or be working towards a recognised internal quality assurance qualification, such as:
 - Level 4 Award in the Internal Quality Assurance of Assessment Process and Practice (RQF)
 - Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (RQF)
 - V1 or D34
- Be able to demonstrate ongoing occupational competence

Countersigning

Assessors and Internal Quality Assurers who meet all other criteria, but do not yet hold recognised Assessor or Quality Assurer qualifications can be supported by a qualified Assessor or Internal Quality Assurer while they work towards a formal qualification. All decisions made by the unqualified Assessor or Internal Quality Assurer must be countersigned by a qualified Assessor or Internal Quality Assurer who meets the requirements set out above in full.

External Quality Assurance (EQA) guidance

NEBDN will conduct External Quality Assurance monitoring activities at a frequency of either three, six or nine months; dependent on the support required by a Provider and the number of areas of compliance against the NEBDN standards. During the activity, the External Quality Assurance Auditor (EQAA) will sample selected portfolios within a Provider, also known as moderation. They may also observe activity within the Provider, interview stakeholders and audit documentation, policies and processes. The EQAA will be assessing the Provider's compliance against the NEBDN standards. Areas of improvement and areas of good practice identified during the monitoring and moderation activity will be fed back to the provider.

3. Qualification Structure

To achieve the NEBDN Level 3 Diploma in Dental Nursing (Integrated Apprenticeship) (RQF) Learners must achieve all units listed in the grid below.

Mandatory group

Learners must achieve all units from this group.

Unit	Unit number	Title	Level	Guided Learning Hours (GLH)
1	H/650/8047	Professional knowledge and professional and ethical practice in dental nursing	3	39
2	J/650/8048	Health and safety within the dental setting	3	25
3	K/650/8049	Infection control within the dental setting	3	27
4	R/650/8050	Principles and practice of supporting the management of medical emergencies within the dental setting	3	25
5	T/650/8051	General and dental anatomy	3	18
6	Y/650/8052	Chairside support and the provision of pain control	3	18
7	A/650/8053	Oral disease prevention and the promotion of oral health	3	55
8	D/650/8054	Supporting with dental radiography and image processing	3	32
9	F/650/8055	Supporting with clinical assessment and treatment planning	3	31
10	H/650/8056	Supporting with restorative and endodontic procedures	3	41
11	J/650/8057	Supporting with prosthetic treatments	3	40
12	K/650/8058	Supporting with extraction and minor oral surgery procedures	3	17
13	L/650/8059	Assessment Unit (Structured Clinical Assessment)	3	1

Appendix 1. Mapping of qualification to GDC Learning Outcomes and Apprenticeship Standards

The mapping table below provides an overview by qualification unit and Learning Outcome of the links throughout the qualification to the following:

- GDC Learning Outcomes for Dental Nurses
- Knowledge Skills and Behaviours (KSBs) for the Dental Nurse Apprenticeship Standard

Please note some GDC LOs or KSBs will link to one specific area, whereas others are more overarching and link to multiple parts of the qualification.

Unit/Unit LO	Links to GDC LOs	Links to KSBs
Unit 1		
LO1	1.1.1, 5.2, 5.4, 6.5, 7.1, 7.2, 7.4, 7.5, 11.5, 12.3, 12.4, 12.5	K2, K4, K6, K9, K13, K25, K26, K38
LO2	1.5.2, 1.7.6, 7.1, 7.2, 8.1, 8.3, 11.2, 11.3, 11.4	K1, K2, K9, K40
LO3	1.5.1, 1.7.6, 1.8.6, 3.3, 7.1, 7.2, 7.4, 9.6, 10.3, 10.4	K1, K2, K5, K9, K10, K14, K37
LO4	1.1.1, 1.7.1, 1.8.1, 1.8.3, 5.2, 5.4, 6.1, 6.2, 6.3, 6.4, 6.5, 7.2, 7.3, 7.5, 8.2, 9.5, 9.6, 10.1, 10.2, 10.3, 10.6, 11.1, 11.2, 11.3, 11.5	K4, S1, S2, S3, S4, S5, S9, S10, S11, S12, S17, S28, B1, B2
LO5	5.3, 7.4, 9.6	K12
LO6	3.1, 3.2, 4.1, 5.1, 9.6	S8, B1
LO7	4.2, 9.1	K35, K36
LO8	4.3, 9.1, 9.2, 9.3, 9.4, 9.5, 10.5, 10.7	S2, S23, S24, S25, S26, S27, B1
Unit 2		
LO1	7.1, 7.2, 10.3, 12.1, 12.5	K2, K9, K24, K37, K39
LO2	7.1, 7.2, 12.1, 12.2, 12.5	K2, K9, K16, K17, K24, K39
LO3	7.1, 7.2, 12.1, 12.2, 12.5	K2, K9, K24
LO4	1.8.1, 1.11.3, 7.2, 10.6, 12.1, 12.5	S1, S12, S14, S16, B1
Unit 3		
LO1	1.1.7, 7.2, 12.1, 12.5	K9, K18
LO2	1.1.7, 7.1, 7.2, 12.1, 12.5	K2, K9, K17, K19, K20, K21
LO3	1.8.1, 1.11.1, 7.2, 10.6, 12.1, 12.5	S1, S12, S15, S16, B1
LO4	1.1.7, 1.8.3, 7.2, 12.1, 12.2, 12.5	K9, K19, K20, K21
LO5	1.8.2, 1.11.1, 7.2, 10.6, 12.1, 12.5	S1, S12, S14, S15, B1
Unit 4		
LO1	1.5.1, 1.8.4, 3.3, 7.2, 9.5	K9, K14, K32, K34
LO2	1.8.4, 7.2	K9, K32
LO3	1.1.6, 1.8.4, 7.2	K9, K31, K32, S21

LO4	1.5.1, 1.8.4, 3.3, 7.2	K9, K14, K32, K33, S21, S22
LO5	1.8.4, 7.2	K32, S1, S21, S22
Unit 5		
LO1	1.1.2, 1.1.6	K8
LO2	1.1.2, 1.1.5	K7, K30
LO3	1.1.2, 1.1.5	K7
Unit 6		
LO1	1.1.5	K15
LO2	1.1.5	K15
LO3	1.7.3, 1.11.1, 1.11.2	S6, S7, S13, B1
Unit 7		
LO1	1.1.9, 2.1, 2.2, 2.3, 2.4, 2.5, 5.3	K3, K5, K30
LO2	1.1.5, 1.1.9, 1.7.2, 6.5	K30
LO3	1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.1.6, 1.7.2, 1.9.1	K30, K31
LO4	1.10.1, 2.4	K11
LO5	1.7.3, 1.8.1, 1.11.1, 1.11.2, 2.4	K15, K22, S6, S7, S12, S13, B1
LO6	1.7.4, 1.10.2, 2.4, 3.1, 3.2, 5.1	S8, S20 B1
Unit 8		
LO1	12.1	K27
LO2	7.1, 8.1, 12.1	K2, K28
LO3	12.1	K15, K29
LO4	1.7.3, 1.8.1, 1.11.1, 1.11.2, 10.6, 12.1	S1, S6, S7, S12, S13, S19, B1
LO5	12.1, 12.2	K15
LO6	1.8.3, 1.11.1, 1.11.2, 1.11.4, 5.2, 5.4	S3, S6, S7, S11, S13, S17, S18, B1
Unit 9		
LO1	1.2.1, 1.2.7, 1.8.5, 5.2, 7.1	K2, K25, K26
LO2	1.1.3, 1.1.5, 1.2.1, 1.2.7, 1.9.1	K15, K24
LO3	1.2.7	K15
LO4	1.1.5, 1.1.6, 1.1.9, 1.5.2, 1.7.2, 1.7.6, 6.5, 8.1, 11.2	K30
LO5	1.1.9, 1.2.6, 1.7.2, 6.5	K15, K30
LO6	1.1.3, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 1.7.3, 1.7.5, 1.8.1, 1.9.1, 1.11.1, 1.11.2, 5.2, 5.4, 6.4	S6, S7, S11, S12, S13, S17 B1
Unit 10		
LO1	1.1.5, 1.1.8	K15, K22, K23
LO2	1.7.3, 1.8.1, 1.11.1, 1.11.2, 1.11.3, 5.2	S6, S7, S12, S13, S16, S17, B1
LO3	1.1.5	K15, K22, K23

LO4	1.7.3, 1.8.1, 1.11.1, 1.11.2, 1.11.3, 5.2	S6, S7, S12, S13, S16, S17, B1
Unit 11		
LO1	1.1.5, 1.1.8	K15, K22, K23
LO2	1.1.5, 1.1.8	K15, K22, K23
LO3	1.1.5	K15, K22, K23
LO4	1.11.1, 1.11.2, 1.11.3	S6, S13, S16, B1
LO5	1.7.3, 1.8.1, 1.11.1, 1.11.2, 1.11.3, 5.2	S6, S7, S12, S13, S16, S17, B1
LO6	1.7.3, 1.8.1, 1.11.1, 1.11.2, 1.11.3, 5.2	S6, S7, S12, S13, S16, S17, B1
Unit 12		
LO1	1.1.5, 1.1.8	K15, K22
LO2	1.7.3, 1.8.1, 1.11.1, 1.11.2, 5.2	S6, S7, S12, S13, S17 B1

Appendix 2. Sample assessment materials

Please see sample examples of assessment materials below.

Multiple Choice Questions - Examples

1. A patient with a mobility impairment is attending for oral hygiene instruction and has a product applied to their teeth so that their carer can see which areas are not being brushed effectively. What product is applied to the patient's teeth in this instance?
 - a) Acid etch gel
 - b) Bonding agent
 - c) Disclosing solution
 - d) Fissure sealant
 - e) Topical fluoride varnish
2. The patient attends for a stage of complete denture construction. At the end of the appointment, you are asked to disinfect alginate impressions that have been taken using special trays. What stage of denture construction was the patient attending?
 - a) Fit
 - b) Occlusal registration (bite)
 - c) Primary impressions
 - d) Secondary impressions
 - e) Try-in
3. A mother and her 9-year-old son attend the surgery as new patients for routine dental examinations. While examining the child, the dentist notices evidence of enamel fluorosis affecting the incisor teeth. Which one of the following features is most likely to be evident with these teeth?
 - a) Brown banding
 - b) Brown mottling
 - c) Hypo mineralised incisal edges
 - d) White banding
 - e) White mottling

Extended Matching Question- Example

Lead in statement: For each of the minor oral surgery questions, select the single most appropriate procedure from the option list. Each option might be used once, more than once, or not at all.

1. A 20-year-old patient attends with a painful oral condition affecting the lower left gingivae and soft tissues adjacent to the partially erupted third molar tooth. The dentist gives oral health advice and has to prescribe a second course of antibiotics for the condition. A radiograph reveals that the tooth is almost fully erupted, but that the roots are close to the inferior dental nerve and extraction is not advised. Which one of the options listed is the most likely procedure to be carried out as an alternative?
 - a) Alveolectomy
 - b) Alveoplasty
 - c) Apicectomy
 - d) Excision biopsy
 - e) Frenectomy
 - f) Gingivectomy

- g) Gingivoplasty
 - h) Incision biopsy
 - i) Operculectomy
2. A 60-year-old patient has had his final remaining lower anterior teeth removed and is now preparing to have dentures provided for their replacement. The extraction procedure was difficult and several sharp socket edges are still present, which will prevent the new denture from settling comfortably. Which one of the procedures listed is carried out before the denture is constructed?
- a) Alveolectomy
 - b) Alveoplasty
 - c) Apicectomy
 - d) Excision biopsy
 - e) Frenectomy
 - f) Gingivectomy
 - g) Gingivoplasty
 - h) Incision biopsy
 - i) Operculectomy

Appendix 3. Useful links

The following links contain further information that may be useful to Providers and Learners:

- General Dental Council - <https://www.gdc-uk.org/>
- National Examining Board for Dental Nurses (NEBDN) - <https://www.nebdn.org/>
- Apprenticeships Government website - <https://www.apprenticeships.gov.uk/>
- Department for Education (DfE) - <https://www.gov.uk/government/organisations/department-for-education>
- Ofsted - <https://www.gov.uk/government/organisations/ofsted>
- Institute for Apprenticeships and Technical Education (Ifate) - <https://www.instituteforapprenticeships.org/>
- Acceptable English and maths equivalents: <https://www.gov.uk/government/publications/english-and-maths-requirements-in-apprenticeship-standards-at-level-2-and-above>

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