



Department of

**Health, Social Services
and Public Safety**

An Roinn

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Circular HSS(TC8) 5/2006

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**HUMAN RESOURCES DIRECTORATE
PAY AND EMPLOYMENT UNIT**

**Chief Executive of each HPSS
organisation¹**

For information:

Director of Finance

Director of Human Resources

Director of Medical Services

Director of Public Health

Director of Dental Services

of each body

Dear Colleague

**COMMUNITY DENTAL SERVICE AND SALARIED PERSONAL DENTAL
SERVICE DENTISTS – COMMON PAY SCALES FROM 1 APRIL 2006**

Summary

1. This circular lists the common pay scales for Community Dental Services (CDS) and salaried Personal Dental Services (PDS) dentists with effect from 1 April 2006. Action is only required by those Trusts providing a salaried PDS or CDS. These changes have been agreed with the British Dental Association.

Approval

2. The Department has determined the new rates of remuneration in accordance with paragraph 12 of Part II of Schedule 1 to the Health and Personal Social Services (Northern Ireland) Order 1972.

Pay Scales for Community and salaried Personal Dental Service dentists

3. Pay scales and pay supplements from 1 April 2006 are detailed in the Appendices attached to this circular. They represent a 2.4% uplift over 2005/06.

¹ Health and Social Services Boards, HSS Trusts, the Central Services Agency (CSA) the Health Promotion Agency, the Northern Ireland Medical Physics Agency, the Northern Ireland Guardian Ad Litem Agency, the Northern Ireland Practice & Education Council for Nursing and Midwifery, Northern Ireland Social Care Council, the Northern Ireland Medical and Dental Training Agency and the Northern Ireland Health and Personal Social Services Regulation and Improvement Authority.

Maintaining high professional standards in the modern NHS.

4. A new disciplinary framework has been agreed for employed medical and dental staff to replace the previous processes based on circular HSS(TC8) 15/91, the "paragraph 190" appeals procedure and the "Three Wise Men" procedure under circular HSS(TC8)1/1984. The new framework, which is effective from 1 December 2005, was issued on 30 November 2005 as Circular HSS(TC8) 6/2005. The framework is available at the Department's website at www.dhsspsni.gov.uk.

Action required as a result of this notification

5. HSS Trusts providing a salaried PDS or CDS are asked to give effect to the changes as soon as possible. Please ensure that the attention of Directors of Finance and Clinical Directors of salaried primary dental care services is drawn to this letter and appendices and that they bring it to the attention of all clinical dental staff of those services.
6. Appendices 1, 2 and 3 of this Circular should be inserted into and retained in the "Terms and Conditions of Service for Administrative and Community Clinical Dental Officers" (TCS). The appendices supercede those previously contained within the TCS. The TCS should be amended to include the new paragraph 189 about termination of employment and to delete paragraphs 190 and 191.

Enquiries

7. Employees should direct all personal enquiries to their employer. Employers should direct any enquiries about the contents of this circular to the Department's Pay, Employment & Strategic Change Unit by e-mail to p&e@dhsspsni.gov.uk.

Further Copies

8. Additional copies of this circular may be obtained from the Department's website at www.dhsspsni.gov.uk.

Yours sincerely



ALAN PRESTON
Deputy Director

APPENDIX 1

PAY SCALE FOR SALARIED PRIMARY DENTAL CARE

| GRADE | PAY POINT | £ | PAY POINT | £ |
|---|-----------|--------------------------------------|-----------|-------------------------------------|
| | | Scales as at 1 April 2005 | | Scales from 1 April 2006 |
| Band 1 | | | | |
| Community Dental Officer /Salaried PDS Dentist | 0 | 31,290 | 0 | 32,041 |
| | 1 | 33,901 | 1 | 34,714 |
| M025 | 2 | 36,511 | 2 | 37,387 |
| | 3 | 39,122 | 3 | 40,061 |
| | 4 | 41,732 | 4 | 42,734 |
| | 5 | 44,343 | 5 | 45,407 |
| | 6 | 46,954* | 6 | 48,080* |
| | 7 | 49,564* | 7 | 50,754* |
| Band 2 | | | | |
| Senior Dental Officer/ Senior Salaried PDS Dentist | 0 | 45,131 | 0 | 46,215 |
| | 1 | 48,781 | 1 | 49,952 |
| | 2 | 52,430 | 2 | 53,689 |
| M024 | 3 | 56,080 | 3 | 57,426 |
| | 4 | 59,729 | 4 | 61,163 |
| | 5 | 60,534* | 5 | 61,987* |
| | 6 | 61,338* | 6 | 62,810* |
| Band 3 | | | | |
| Assistant Clinical Director of CDS/Salaried PDS | 0 | 60,294 | 0 | 61,741 |
| | 1 | 61,242 | 1 | 62,712 |
| | 2 | 62,191 | 2 | 63,683 |
| M018 | 3 | 63,139 | 3 | 64,654 |
| | 4 | 64,087* | 4 | 65,625* |
| | 5 | 65,036* | 5 | 66,597* |
| Band 4 | | | | |
| Clinical Director of CDS/salaried PDS/Area Dir D.S. | 0 | 60,294 | 0 | 61,741 |
| | 1 | 61,242 | 1 | 62,712 |
| | 2 | 62,191 | 2 | 63,683 |
| M011 | 3 | 63,139 | 3 | 64,654 |
| | 4 | 64,087 | 4 | 65,625 |
| | 5 | 65,036 | 5 | 66,597 |
| | 6 | 65,984 | 6 | 67,568 |
| | 7 | 66,948 | 7 | 68,555 |
| | 8 | 67,897* | 8 | 69,526* |
| | 9 | 68,845* | 9 | 70,497* |

* Performance Based Increments

APPENDIX 2

FEES AND ALLOWANCES PAYABLE TO CDS DENTISTS AND SALARIED PDS DENTISTS

1. The teaching supplement payable to Assistant Clinical Directors in Trusts, which include a dental teaching hospital, is increased with effect from 1 April 2006, from £2,227 to £2,280 a year.
2. The teaching supplement payable to Clinical Directors in Trusts, which include a dental teaching hospital, is increased with effect from 1 April 2006, from £2,515 to £2,575 a year.
3. The supplement which is payable to Clinical Directors with responsibility for more than one salaried dental service, will be increased as follows:
 - a. where they are responsible for two separate salaried dental services each managed by a separate Trust or HSS Board, the supplement is increased with effect from 1 April 2006 from £1,625 to £1,664 a year, and
 - b. where they are responsible for three or more separate salaried dental services each managed by a separate Trust or HSS Board, the supplement is increased with effect from 1 April 2006, from £2,595 to £2,657 a year.
4. Clinical Directors and Assistant Clinical Directors on protected salary scales or continuing in posts pending decisions on Trust management structures and appointments, shall be paid teaching supplements and salaries via pay scales for those salary scales.
5. The hourly fee for additional sessional employment payable under paragraph 72 of the handbook of terms and conditions of service is increased, along with the allowance payable for occasional work under paragraph 81 of the handbook, with effect from 1 April 2006 as shown in column 3 below.

| 1 Grade | 2 Rates payable from 1.4.05 £ | 3 Rates payable from 1.4.06 £ |
|--|--|--|
| Dental Officer | 25.95 | 26.57 |
| Senior Dental Officer | 34.42 | 35.25 |
| Dental Surgeon employed as part-time hospital consultant | 42.89 | 43.92 |

6. The fees payable for lectures have been amended and the rates from 1 April 2006 are set out in column 3 below:

| 1 | 2 | 3 |
|---|-------------------------------------|-------------------------------------|
| Paragraph 170 (fees for lectures to non-medical and non-dental staff) | With effect from 1.4.05 £ | With effect from 1.4.06 £ |
| (a) for lectures given by Clinical Directors or Assistant Clinical Directors. | 54.83 | 56.15 |
| (b) for lectures given by clinical staff in pay bands 1 – 2. | 43.36 | 44.40 |
| Paragraph 172 (fees for a lecture on a professional subject to a group of doctors and/or dentists). | 69.32 | 70.98 |

7. The allowance for dental officers acting as trainers, or who supervise undergraduate dental students, should be increased with effect from 1 April 2006 from £1,780 to £1,823 a year.

**Amendment to the handbook of Terms and Conditions of Service of
Administrative Dental Officers and Community Clinical Dental Officers**

Insert:

TERMINATION OF EMPLOYMENT

Disciplinary procedures

189. Wherever possible, any issues relating to conduct and capability should be identified and resolved without recourse to formal procedures. However, should an employing authority consider that a practitioner's conduct and capability may be in breach of the authority's code of conduct, or that the practitioner's professional competence has been called into question, the matter will be resolved through the authority's disciplinary or capability procedures (which will be consistent with the "Maintaining High Professional Standards in the Modern HPSS" framework – see circular HSS(TC8) 6/2005), subject to the appeal arrangements set out in those procedures. Any allegations of misconduct against, or capability concerns about, a dentist in a recognised training grade should be considered initially as a training issue and dealt with via the educational supervisor with close involvement of the postgraduate dental dean from the outset.

190- 191. Deleted.