NHS:
PCA(D)(2012)3

Health and Social Care Integration Directorate
Chief Dental Officer and Denistry Division

The Scottish Government

Dear Colleague

GENERAL DENTAL SERVICES

1. COMBINED PRACTICE INSPECTION CHECKLIST
2. SEDATION PRACTICE INSPECTION CHECKLIST

Summary

1. The Memorandum to this letter advises dentists and dental bodies corporate (DBsC) of the introduction of new Combined Practice Inspection and Sedation Practice Inspection checklists with effect from 1 January 2013.

Action

2. NHS Boards are asked to note:

2.1 the content of the Memorandum to this letter; and

2.2 copy and issue the Memorandum to this letter to all dentists and DBsC on their dental lists.

Yours sincerely

MARGIE TAYLOR
Chief Dental Officer

17 October 2012

Addresses

For action
Chief Executives,
NHS Boards

For information
Chief Executive,
NHS Education for Scotland

Chief Executive,
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Director,
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INVESTOR IN PEOPLE

MEMORANDUM TO NHS:
PCA(D)(2012)3

DENTISTS/DENTAL BODIES CORPORATE
NATIONAL HEALTH SERVICE
GENERAL DENTAL SERVICES

1. Combined Practice Inspection Checklist
2. Sedation Practice Inspection Checklist

1. This Memorandum advises dentists and dental bodies corporate of the introduction by NHS Boards of new Combined Practice Inspection (CPI) and Sedation Practice Inspection (SPI) checklists with effect from 1 January 2013.

COMBINED PRACTICE INSPECTION CHECKLIST

2. NHS Boards are required in specific circumstances to inspect the premises from which NHS general dental services (GDS) are provided from, including undertaking a 3 yearly rolling programme of inspections of existing practice premises. In addition, NHS Education for Scotland (NES) undertakes a 3 yearly rolling programme of inspections of vocational training practices.

3. NHS Boards and NES currently have their own practice inspection checklists which they follow when undertaking inspections. These practice inspection checklists are being brought together into a single CPI process.

4. We are approaching the deadline of 31 December 2012 whereby all practices that provide GDS require to have compliant and fully functional decontamination arrangements in place. The new CPI checklist incorporates the decontamination requirements.

5. The sanctions for any practices that do not pass the new CPI will be the same as the sanctions currently in place, e.g. the general dental practice allowance and reimbursement of practice rental costs will cease, etc.

6. The Practice Support Manual (PSM) has been developed by the Scottish Dental Clinical Effectiveness Programme and one of its key aims is to help practitioners prepare for the new CPI. The PSM can be viewed at: http://www.psm.sdcep.org.uk/

7. The draft CPI checklist is available for viewing at: http://www.scottishdental.org/. The final checklist should be available for viewing from 22 October 2012.

8. The new CPI checklist will be brought into effect by NHS Boards, in co-operation with NES, for any inspections undertaken on or after 1 January 2013.

SEDATION PRACTICE INSPECTION CHECKLIST

9. NHS Boards will also be carrying out a further inspection of those premises from which GDS are provided under conscious sedation and will be introducing a new Sedation Practice Inspection (SPI) checklist for this purpose. The SPI will be triggered by a CPI visit which has identified the delivery of services under sedation.

10. Initially, NHS Boards can undertake the SPI in advance of the scheduled CPI in order to establish a baseline level of scrutiny for practices which undertake a high volume or a very low volume of treatments under sedation.

11. NHS Boards will put in place procedures to deal with any practice which does not pass the new SPI.

12. The draft SPI checklist is available for viewing at: http://www.scottishdental.org/. The final checklist should be available for viewing from 22 October 2012.

13. The new SPI checklist will be brought into effect by NHS Boards on 1 January 2013.

ENQUIRIES

14. Any enquiries about this Memorandum should be taken up with the Dental Practice Adviser within your NHS Board.

Scottish Government Health and Social Care Integration Directorate
October 2012