

Integrated end-point assessment plan for Dental Nurse apprenticeship standard at level 3

Apprenticeship standard reference number	Apprenticeship standard level	Integrated end-point assessment
ST0113	3	Yes

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Introduction and overview

This document sets out the requirements for the integrated end-point assessment (EPA) for the Dental Nurse apprenticeship standard at level 3. It is for end-point assessment organisations (EPAOs) who need to know how EPA for this apprenticeship must operate. It will also be of interest to Dental Nurse apprentices, their employers and training providers.

Full time apprentices will typically spend 18 months on-programme (before the gateway) working towards the occupational standard, with a minimum of 20% off-the-job training. All apprentices must spend a minimum of 12 months on-programme.

The EPA period should only start, and the EPA be arranged, once the employer is satisfied that the apprentice is deemed to be consistently working at or above the level set out in the occupational standard, all of the pre-requisite gateway requirements for EPA have been met and can be evidenced to an EPAO.

As a gateway requirement and prior to taking the EPA, apprentices must achieve all gateway requirements mandated in the Dental Nurse standard.

These are:

- All the units and on-programme learning and assessments of a level 3 qualification which has been approved by the General Dental Council as meeting the requirements for entry to the professional register as a dental nurse except the final assessment of the qualification which covers the integrated end-point assessment. The Level 3 qualification must align to the integrated nature of this EPA plan. Employers and training providers must ensure that the qualification apprentices complete meets the requirements of the integrated EPA.
- English and mathematics Level 2. For those with an education, health and care plan or a legacy statement, the apprenticeship's English and mathematics minimum requirement is Entry Level 3. British Sign Language qualifications are an alternative to English qualifications for those for whom this is their primary language.

The EPA must be completed within an EPA period lasting typically 3 months, after the EPA gateway.

The EPA consists of 3 discrete assessment methods.

The individual assessment methods will have the following grades:

Assessment method 1: Knowledge Test – graded distinction, pass or fail

Assessment method 2: Observation of Practice – graded pass or fail

Assessment method 3: Interview underpinned by a portfolio – graded distinction, pass, fail

Performance in the EPA will determine the overall apprenticeship standard grade of distinction, pass, fail.

EPA summary table

On-programme (typically 18 months)	Training to develop the occupational standard's knowledge, skills and behaviours (KSBs).
End-point assessment gateway	<ul style="list-style-type: none"> • Employer is satisfied the apprentice is consistently working at, or above, the level of the occupational standard. • A portfolio of evidence <p>Apprentices must achieve the following:</p> <ul style="list-style-type: none"> • All the units and on-programme learning and assessments of a level 3 qualification which has been approved by the General Dental Council as meeting the requirements for entry to the professional register as a dental nurse except the final assessment of the qualification which covers the integrated end-point assessment. <u>The Level 3 qualification must align to the integrated nature of this EPA plan. Employers and training providers must ensure that the qualification apprentices complete meets the requirements of the integrated EPA.</u> • English and mathematics Level 2. For those with an education, health and care plan or a legacy statement, the apprenticeship's English and mathematics minimum requirement is Entry Level 3. British Sign Language qualifications are an alternative to English qualifications for those for whom this is their primary language.

End-point assessment (completed within typically 3 months of gateway)	<p>Assessment method 1: Knowledge Test</p> <p>With the following grades:</p> <ul style="list-style-type: none">· Distinction· Pass· Fail <p>Assessment method 2: Observation of Practice</p> <p>With the following grades:</p> <ul style="list-style-type: none">· Pass· Fail <p>Assessment method 3: Interview underpinned by a portfolio</p> <p>With the following grades:</p> <ul style="list-style-type: none">· Distinction· Pass· Fail <p>Overall grading</p> <ul style="list-style-type: none">· Distinction· Pas· Fail
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Length of end-point assessment period

The EPA will be completed within an EPA period lasting typically 3 months after the EPA gateway.

Order of assessment methods

The assessments can be completed in any order.

Gateway

The EPA period should only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard, that is to say they are deemed to have achieved occupational competence. In making this decision, the employer may take advice from the apprentice's training provider(s), but the decision must ultimately be made by the employer.

In addition to the employer's confirmation that the apprentice is working at or above the level in the occupational standard, the apprentice must have completed the following gateway requirements prior to beginning EPA:

- A portfolio of evidence
- All the units and on-programme learning and assessments of a level 3 qualification which has been approved by the General Dental Council as meeting the requirements for entry to the professional register as a dental nurse except the final assessment of the qualification which covers the integrated end-point assessment. The Level 3 qualification must align to the integrated nature of this EPA plan. Employers and training providers must ensure that the qualification apprentices complete meets the requirements of the integrated EPA.
- English and mathematics at level 2. For those with an education, health and care plan or a legacy statement, the apprenticeship's English and mathematics minimum requirement is Entry Level 3. British Sign Language qualifications are an alternative to English qualifications for those for whom this is their primary language.

Portfolio of evidence

The portfolio will contain 8 pieces of evidence gathered on-programme that are mapped to the KSBs included in the interview. Each of the following areas should be evidenced:

- opening and closing the surgery
- carrying out decontamination in line with practice protocols
- clinical support activity including dental charting, tissue assessment, material mixing and accurate and appropriate record keeping
- activities related to processing radiographs based on the local practice system
- personal development plan and evidence of having taken part in the appraisal process
- a record of having undergone CPR and medical emergency training in the local practice
- a patient case history
- feedback from a patient and a dentist

- it should not include reflective accounts or any methods of self-assessment
- any employer contributions should focus on direct observation of performance (for example witness statements) rather than opinions
- the evidence provided must be valid and attributable to the apprentice; the portfolio of evidence must contain a statement from the employer and apprentice confirming this
- the portfolio of evidence must be submitted to the EPAO at the gateway

The portfolio is not directly assessed. It underpins the interview assessment method and therefore should not be marked by the EPAO. EPAOs should review the portfolio of evidence in preparation for the interview but are not required to provide feedback after this review of the portfolio.

Assessment methods

Assessment method 1: Knowledge Test

Overview

This assessment will take the form of a closed book test, which must be appropriately structured to draw out the best of the apprentice's knowledge assigned to this assessment method.

The test will be 90-minutes in duration under invigilated examination conditions and will assess the knowledge mapped to this assessment method.

The test consists of 45 multiple-choice questions.

The rationale for this assessment method is:

A test is a well-recognised method of assessing underpinning knowledge and understanding. This method is widely used within the health sector and forms an appropriate companion to the other assessment methods selected to ensure that the apprentices are given the best opportunity to demonstrate the full range of knowledge required.

Delivery

The test will be delivered and marked online, unless there are reasonable adjustments that require a paper version for the apprentice. The provisional result of online tests will be delivered immediately, and a confirmed result of the test will be delivered within 10 working days.

The detailed requirements of the test are as follows:

Questions

- A total of 45 multiple-choice questions.
- Each multiple-choice question will have four options. The apprentice will select one option.
- Each question answered correctly must be assigned 1 mark. Incorrect or missing answers will be assigned 0 marks.
- Each test will have a distribution of questions across all the knowledge mapped to this method.

Time and conditions

- 90 minutes. Further time may be granted for apprentices with additional needs, in-line with the EPAO's Reasonable Adjustments Policy.
- The test must be delivered in controlled conditions, free from interruption and distractions.
- The test can take place at the apprentice's workplace, training provider premises or any other venue determined as appropriate by the EPAO.

Invigilation and marking

- The test must be invigilated and marked in line with the EPAO invigilation and marking policy.
- The test is closed book (i.e. the apprentice cannot refer to reference books or materials).
- Marking will be carried out online unless there are reasonable adjustments that require a paper version for the apprentice.

Additional requirements

- EPAOs must ensure the test is available for apprentices within the set EPA period, allowing for assessments and marking to take place.
- EPAOs must ensure that apprentices have different questions in the case of re-sits or re-takes.
- The EPAO is responsible for setting and marking the test. Prior to administering the test, the test and answers must be reviewed by an independent external technical expert appointed by the EPAO to assure external benchmarking and consistency.

Question and resources development

Questions must be written by EPAOs and must be relevant to the occupation and employer settings. It is recommended that this be done in consultation with employers of this occupation. EPAOs should also maintain the security and confidentiality of their questions when consulting employers. EPAOs must develop a 'test specification' and 'question banks' of sufficient size to prevent predictability and review them regularly (and at least once a year) to ensure they, and the questions they contain, are fit for purpose.

Required supporting materials

As a minimum EPAOs will produce the following material to support this method:

- a test specification
- a sample test and mark scheme
- live tests and mark schemes
- analysis reports which show areas of weakness for completed tests/exams
- an invigilation policy
- a question bank
- a number of versions of the test

Assessment method 2: Observation of Practice

Overview

Apprentices must be observed by an independent assessor completing work in their normal workplace, in which they will demonstrate the knowledge, skills and behaviours assigned to this assessment method. The EPAO will arrange for the observation to take place, in consultation with the employer.

One independent assessor may observe up to a maximum of 1 apprentice at any one time, to allow for quality and rigour.

The rationale for this assessment method is:

An observation of practice allows the independent assessor to see an apprentice during their normal everyday work, applying knowledge and carrying out the skills and behaviours in real time. This method of assessment in a real work situation is the most appropriate method due to the practical nature of the occupation.

Delivery

The live observation of practice is undertaken in the apprentice's workplace and must last for 75minutes (+ 10% at the discretion of the independent assessor). There are two parts to the assessment: a 60-minute observation followed by a 15-minute question and answer session to check knowledge and understanding relating to the skills and behaviours observed.

In advance of the observation, apprentices must be provided with information on the format of the observation, including timescales.

The knowledge, skills and behaviours mapped to the method will be observed or, when not seen, covered during the short question and answer session.

Observation of practice

The observation should be conducted in the following way, to take account of the occupational context in which the apprentice operates:

The apprentice will be observed in providing dental nursing care to an individual or succession of individuals. The independent assessor must be unobtrusive whilst conducting the observation. Patient consent will have been sought on the day of the clinic, prior to treatment. Consent will be recorded by the independent assessor on the observation template.

As the apprentice will be carrying out their everyday work with patients, the number of patients and precise activity cannot be determined in advance. These patients will not be chosen for the end-point assessment but are part of the normal workload of the apprentice. Employers should support the apprentice in identifying an appropriate time for their observation when they will have maximum opportunity to evidence the required knowledge, skills and behaviours.

Examples of 'workplaces' can include a dental practice, dental hospital or community setting.

The independent assessor should remain unobtrusive and must not engage with the patient/s, apprentice and other staff during the observation except in exceptional situations such as where the independent assessor deems the patient/patients to be at risk of harm through the apprentice's direct or indirect actions or omissions in which case the independent assessor will stop the assessment.

According to service protocol they will also contact an identified member of staff. In this situation the apprentice would be deemed to have failed this assessment method.

The observation must provide evidence of the apprentice demonstrating the skills and behaviours and applying knowledge mapped to this assessment method.

Question and Answer session

The observation will be followed by a 15-minute question and answer session to clarify what has been seen during the observation, the choices or actions taken by the apprentice and to assess the underpinning knowledge and understanding and to assess any elements which did not naturally arise during the observation itself. The independent assessor must ask the apprentice a minimum of 2 questions during this session. Independent assessors must use the EPAO question bank as a source for questioning and are expected to use their professional judgment to tailor those questions appropriately. The independent assessor will ask follow-up questions where clarification is required.

EPAOs must develop 'question banks' of sufficient size to prevent predictability and review them regularly (and at least once a year) to ensure they, and the questions they contain, are fit for purpose.

Independent assessors must be developed and trained in the conduct of questioning, how to design their own questions, and in reaching consistent judgement by their EPAO. The independent assessor will make notes of the apprentices' response to questions.

EPAOs must ensure that apprentices have a different set of questions in the case of re-sits/re-takes.

Other relevant information

The assessment must be terminated if at any time during the assessment the independent assessor observes unsafe practice. The employer will decide when the apprentice is ready to attempt the end-point assessment again. The employer may gather views from the training provider and the apprentice to inform their decision.

Should an unexpected event occur, for example a fire alarm, the observation will be paused and re-started to ensure that the apprentice is observed providing dental nursing care for the full 60 minutes.

Required Supporting materials

EPAOs will produce the following material to support this assessment method:

- Observation template indicating areas to be covered
- Grading matrix
- Template for the independent assessor to capture the evidence
- Question bank

Venue

The observation can take place in:

- their normal place of work e.g. the dental surgery, community clinic, hospital or dental school

The questioning session must take place in a suitable environment away from any client(s) and free from distractions. It is the employer's responsibility to provide an appropriate, quiet and private space for this.

Assessment method 3: Interview underpinned by a portfolio

Overview

Apprentices must be interviewed by an independent assessor in which they will assess the knowledge, skills and behaviours for this method. The EPAO will arrange for the interview to take place – either face to face or remotely, in consultation with the employer.

One independent assessor may interview a maximum of 1 apprentice at any one time, to allow for quality and rigour.

Answers to questions must be documented by the independent assessor in the grading matrix provided by the EPAO.

A portfolio of evidence is used to underpin the interview. The portfolio is submitted at gateway and is used by the independent assessor to assist in the selection of questions during the interview. The apprentice will use the portfolio as a reference to evidence their answers to the interview questions.

The rationale for this assessment method is:

This method of assessment holistically assesses the apprentices' knowledge, skills and behaviours. It complements the knowledge test and observation.

Delivery

The interview is 45 minutes in duration (+10% at the discretion of the independent assessor to allow the apprentice to finish answering a question).

Independent assessors must use the question bank as a source for questioning and are expected to use their professional judgment to tailor those questions appropriately. The independent assessor will ask a minimum of 12 questions and ask follow-up questions where clarification is required and to allow the apprentice the opportunity to cover the KSBs mapped to this assessment method.

The apprentice and the independent assessor will have access to their own copies of the portfolio throughout the interview and both can refer to it as needed.

Independent assessors must be developed and trained in the conduct of interviews, how to design their own questions from reviewing portfolio content, and in reaching consistent judgement by their EPAO. The independent assessor will make notes of the apprentice's response to questions.

The interview should be graded fail, pass or distinction. The portfolio underpins the interview and will not be assessed or graded. Independent assessors must allocate grades using the grading criteria.

The independent assessor must use the assessment tools and procedures that are set by the EPAO to record the interview.

Question development

EPAOs will produce specifications to outline in detail how the interview will operate, what it will cover and what should be looked for. It is recommended that this be done in consultation with representative employers. EPAOs should put measures and procedures in place to maintain the security and confidentiality of the questions if employers are consulted.

EPAOs must develop a 'bank' of questions of sufficient size to prevent predictability and review them regularly, at least once a year, to ensure they, and the specifications they contain, are fit for purpose. The questions must be varied yet allow assessment of all the relevant knowledge, skills and behaviours.

EPAOs must ensure that apprentices have a different set of questions in the case of re-sits/re-takes.

Required Supporting materials

EPAOs will produce the following material to support this assessment method:

- Template for the independent assessor to capture the evidence
- Interview specifications
- Question bank
- Grading matrix
- Template for the independent assessor to capture the evidence

Venue

The interview can take place in:

- employer's premises
- remotely with the agreement of the apprentice and the employer
- a suitable venue selected by the EPAO (for example a training provider's premises)
- Video conferencing can be used to deliver the interview, but the EPAO must have processes in place to verify the identity of the apprentice and ensure the apprentice is not being aided in some way (for example, screen share and 360-degree camera function with independent assessors when the assessments are undertaken remotely). It is the employer's responsibility to provide an appropriate, quiet and private space for this.

Reasonable adjustments

The EPAO must have in place clear and fair arrangements for making reasonable adjustments for this apprenticeship standard. This should include how an apprentice qualifies for reasonable adjustment and what reasonable adjustments will be made. The adjustments must maintain the validity, reliability and integrity of the assessment methods outlined in this assessment plan.

Weighting of assessment methods

All assessment methods are weighted equally in their contribution to the overall EPA grade.

Grading

Assessment method 1: Knowledge Test

Knowledge, skills and behaviours	Fail	Pass	Distinction
K2, K4, K5, K7, K8, K9, K11, K13, K14, K15, K18, K19, K20, K22, K23, K24, K26, K27, K28, K29, K30, K31, K32, K33, K38, K39	0 to 31	32 to 40	41 to 45

Assessment method 2: Observation of Practice

To achieve a pass the apprentice must meet all of the pass criteria listed below:

Knowledge, skills and behaviours	Fail	Pass The apprentice will
K12 S2, S4, S5, S6, S7, S8, S9, S10, S11, S12, S13, S14, S16, S17, S20, S28 B1, B2	Does not meet the pass criteria	<ol style="list-style-type: none"> 1. Demonstrate time and resource management taking responsibility for own actions and recognising the limits of own competence (S2, S5) 2. Demonstrate patient-centred chair side support monitoring, supporting and reassuring patients throughout all aspects of their treatment applying a patient first non-discriminatory approach (S4, S6, S7, B2) 3. Apply communication skills to provide evidence-based oral and general health advice to patients (K12, S8, S20) 4. Review patient consent, dealing with patients confidentially, respecting their dignity and choices without discrimination (S9, S10, S11) 5. Perform clinical procedures safely, mixing, handling, storing and disposing of materials correctly (S12, S16) 6. Select and prepare the correct equipment, instruments and materials and perform and record maintenance and testing procedures according to local policy and procedures (S13, S14) 7. Create and update accurate patient records appropriately, storing and archiving them securely (S17) 8. Demonstrates teamwork in line with General Dental Council standards (S28, B1)

Assessment method 3: Interview

To achieve a pass the apprentice must meet all of the pass criteria listed below. To achieve a distinction the apprentice must meet all of the pass criteria plus all of the distinction criteria listed below.

Knowledge, skills and behaviours	Fail	Pass The apprentice will	Distinction The apprentice will
<p>K1, K3, K6, K10, K16, K17, K21, K25, K34, K35, K36, K37, K40</p> <p>S1, S3, S15, S18, S19, S21, S22, S23, S24, S25, S26, S27</p> <p>B1</p>	Does not meet the pass criteria	<ol style="list-style-type: none"> 1. Explain how they comply with best practice and General Dental Council requirements in their everyday work (K1, S1, S3, B1) 2. Explain how their role fits with the wider dental and healthcare system and how the duty of candour helps to maintain those systems (K3, K10) 3. Explain how they assess, reduce and manage risks safely and appropriately (K16) 4. Explain how to apply and adhere to decontamination and infection control procedures (K21, S15) 5. Explain how they maintain accurate and current patient records and why it is important to do so (K25) 6. Explain how they take effective decisions to ensure patient safety while taking a radiograph and processing the radiographs accurately and appropriately (S18, S19) 7. Explain the management of medical emergencies including cardiopulmonary resuscitation (K34, S21, S22) 8. Explain how they take part in appraisal, ongoing review, continuing professional development and how they reflect on and manage giving and receiving feedback that supports their own development (K36, S23, S24) 9. Explain how personal development plans and development activity relate to the GDC requirements and quality improvements including how their personal experiences and reflective activities help them to meet the daily 	<ol style="list-style-type: none"> 1. Describe a risk that they have taken responsibility for and managed, exploring the different approaches they could have taken, the approach they selected to manage the risk and evaluating the measures they put in place to reduce the risk (K16) 2. Explain how they are able to find solutions to problems and give an example of doing so independently whilst still acting within the limits of their competence and the boundaries of the role as defined by the General Dental Council (K1, S1, S3) 3. Evaluate an ethical dilemma that has arisen in the workplace, how they managed it, what they learnt and how they would approach it in future (K6, K37, B1)

		<p>requirements of their role and feed into improving the quality of the practice they work in (K35, S25, S26, S27)</p> <p>10. Explain how to raise concerns following General Dental Council procedure and local policy and procedures (K6, K17)</p> <p>11. Explain the consequences of their own professional actions, attitudes and behaviours on others and public opinion (K37)</p> <p>12. Justify the maintenance of an individual network of dental professionals and other stakeholders involved in the care and support of patients (K40)</p>	
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Overall EPA grading

All EPA methods must be passed for the EPA to be passed overall. If the apprentice fails any one of the individual assessment methods they fail the EPA.

Pass grades from individual assessment methods should be combined in the following way to determine the grade of the EPA as a whole:

Knowledge Test	Observation of practice	Interview underpinned by a portfolio	Overall grading
Pass	Pass	Pass	Pass
Pass	Pass	Distinction	Pass
Distinction	Pass	Pass	Pass
Distinction	Pass	Distinction	Distinction

Re-sits and re-takes

Apprentices who fail one or more assessment method will be offered the opportunity to take a re-sit or a re-take. A re-sit does not require further learning, whereas a re-take does.

Apprentices should have a supportive action plan to prepare for the re-sit or a re-take. The apprentice's employer will need to agree that either a re-sit or re-take is an appropriate course of action.

An apprentice who fails an assessment method, and therefore the EPA in the first instance, will be required to re-sit or re-take any failed assessment methods only.

Any assessment method re-sit or re-take must be taken within 3 months of the fail notification, otherwise the entire EPA must be taken again, unless in the opinion of the EPAO exceptional circumstances apply outside the control of the apprentice or their employer.

Re-sits and re-takes are not offered to apprentices wishing to move from pass to distinction.

Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of pass, unless the EPAO determines there are exceptional circumstances requiring a re-sit or re-take.

Roles and responsibilities

Role	Responsibility
Apprentice	<ul style="list-style-type: none"> • participate in development opportunities to improve their knowledge skills and behaviours as outlined in the standard • meet all gateway requirements when advised by the employer • understand the purpose and importance of EPA and undertake EPA
Employer	<ul style="list-style-type: none"> • support the apprentice to achieve the knowledge, skills and behaviours outlined in the standard to their best ability • determine when the apprentice is working at or above the level outlined in the standard and is ready for EPA • select the EPAO • confirm all EPA gateway requirements have been met • confirm arrangements with EPAO for the EPA (who, when, where) in a timely manner • ensure apprentice is well prepared for the EPA • provide or agree a suitable environment for the EPA
EPAO	<p>As a minimum EPAOs should:</p> <ul style="list-style-type: none"> • be approved by the General Dental Council to deliver the qualification • offer a qualification that is regulated by Ofqual • offer a qualification that includes an integrated EPA • understand the occupational role • appoint administrators/invigilators and markers to administer/invigilate and mark the EPA • appoint independent assessors • provide training and CPD to the independent assessors they employ to undertake the EPA • provide adequate information, advice and guidance documentation to enable apprentices, employers and providers to prepare for the EPA • deliver the end-point assessment outlined in this EPA plan in a timely manner • prepare and provide all required material and resources required for delivery of the EPA in-line with best practices • use appropriate assessment recording documentation to ensure a clear and auditable

	<p>mechanism for providing assessment decision feedback to the apprentice</p> <ul style="list-style-type: none"> • have no direct connection with the apprentice, their employer or training provider i.e. there must be no conflict of interest between the support given for on-programme training and the independence of the independent assessor's decision • maintain robust internal quality assurance (IQA) procedures and processes, and conducts these on a regular basis • conform to the requirements of the nominated external quality assurance body • organise standardisation events and activities in accordance with this plan's IQA section • organise and conduct moderation of independent assessors' marking in accordance with this EPA plan • have, and operate, an appeals process • arrange for certification with the relevant training provider • provide grading matrix templates for the independent assessor to use • create and maintain banks of questions • appoint an independent external technical expert to manage quality assurance • adhere to the EQA requirements
Independent assessor	<p>As a minimum an independent assessor should:</p> <ul style="list-style-type: none"> • understand the occupational standard and end-point assessment plan • deliver the end-point assessment in-line with the EPA plan • comply to the IQA requirements of the EPAO • be independent of the apprentice, their employer and training provider(s) i.e. there must be no conflict of interest • satisfy the criteria outlined in this EPA plan i.e. be occupationally competent, hold current General Dental Council registration and evidence of continuing professional development • hold or be working towards an independent assessor qualification e.g. A1 and have had training from their EPAO in terms of good assessment practice, operating the assessment tools and grading • have the capability to assess the apprentice at this level • attend the required number of EPAOs standardisation and training events per year (minimum 1 per year)

Training provider	<p>As a minimum the training provider should:</p> <ul style="list-style-type: none">• work with the employer to ensure that the apprentice is given the opportunities to develop the knowledge, skills and behaviours outlined in the standard and monitor their progress during the on-programme period• advise the employer, upon request, on the apprentice's readiness for EPA prior to the gateway• play no part in the EPA itself
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Internal Quality Assurance (IQA)

Internal quality assurance refers to the requirements that EPA organisations must have in place to ensure consistent (reliable) and accurate (valid) assessment decisions. EPA organisations for this EPA must:

- appoint independent assessors who are occupationally competent across the whole occupational standard i.e. a General Dental Council registrant with appropriate post-registration clinical experience and up-to-date continuing professional development.
- appoint independent assessors who have recent relevant experience of the occupation/sector at least the same level as a dental nurse. The independent assessor will have the following minimum skills, knowledge and occupational competence:
 - hold or be working towards an assessor qualification
 - have experience of assessing at this level
- provide training for independent assessors in terms of good assessment practice, operating the assessment tools and grading.
- have robust quality assurance systems and procedures that support fair, reliable and consistent assessment across the organisation and over time.
- operate induction training and standardisation events for independent assessors when they begin working for the EPAO on this standard and before they deliver an updated assessment method for the first time.
- ensure independent assessors attend standardisation events on an ongoing basis and at least once per year.

Affordability

Affordability of the EPA will be aided by using at least some of the following practice:

- online assessment
- an employer's premises

Professional body recognition

Dental Nurses are regulated by the General Dental Council and Dental Nurses are expected to abide by the General Dental Council standards for the dental team.

Mapping of knowledge, skills and behaviours (KSBs)

Assessment method 1: Knowledge Test

Knowledge

- K2:** Know and understand legislation, policy and procedures related to your role as a dental nurse
- K4:** Know and understand the principles relating to evidence-based approaches to learning, clinical, professional practice and decision-making
- K5:** Know and understand the basic principles of a population healthcare approach including safeguarding, oral and general healthcare and your duty of care
- K7:** Know and understand dental and regional anatomy
- K8:** Know and understand the respiratory and circulatory system
- K9:** Know and understand legal and ethical responsibilities involved in protecting and promoting the health of individual patients
- K11:** Know and understand the principles of preventative dentistry
- K13:** Know and understand the importance of maintaining confidentiality and protecting all data relating to patients and their treatment
- K14:** Know and understand the importance of gaining patient consent
- K15:** Know and understand the equipment, instruments and materials used to provide chairside support to dental professionals, and operate in the clinical environment
- K18:** Know and understand the potential routes of transmission of infectious agents in dental practice
- K19:** Know and understand the mechanisms for the prevention of infection
- K20:** Know and understand the scientific principles of decontamination and disinfection and their relevance to health & safety
- K22:** Know and understand the appropriate materials for different treatments
- K23:** Know and understand how to prepare materials in line with manufacturers' recommendations
- K24:** Know and understand Health & Safety legislation relating to dental materials and other medication
- K26:** Know and understand the principles of information governance
- K27:** Know and understand the scientific principles of medical ionising radiation
- K28:** Know and understand the statutory regulations in relation to radiography
- K29:** Know and understand the different types of radiographs used in dentistry including how to process and store them
- K30:** Know and understand contributing factors that can impact on oral and general health
- K31:** Know and understand a range of conditions that could contribute to medical emergencies
- K32:** Know and understand the principles of First aid in the workplace
- K33:** Know and understand the regulatory requirements regarding documentation of medical emergencies and first aid incidents

K38: Know and understand audit and quality improvement processes

K39: Know and understand health and safety policy related to your role as a dental nurse

Assessment method 2: Observation of Practice

Skills

K12: Know and understand a range of communication methods, including verbal and non-verbal, listening skills, being aware of the barriers to communication and of how to check you have been understood

S2: Take responsibility for the integrity of own actions and completed work, recognising the limits of your competence and experience

S4: Put patients' interests first and act to protect them by working in a patient-centred way

S5: Effectively manage own time and resources

S6: Provide chair side support during dental procedures

S7: Monitor, support and reassure patients throughout all aspects of their treatment, ensuring patient-centred care

S8: Communicate appropriately, effectively and sensitively at all times and through all media

S9: Respect patients' dignity and choices and act without discrimination

S10: Check that valid consent is obtained for all treatments and personal care delivery

S11: Maintain patient confidentiality at all times

S12: Work in the clinical environment in a safe and efficient manner

S13: Select and prepare the correct equipment, instruments and materials

S14: Carry out and record maintenance and testing of equipment in line with local policy, procedures and the scope of your own role

S16: Mix, handle, store and dispose of materials in line with manufacturers' recommendations

S17: Create and update accurate and current patient records, including social, medical and dental history, storing and archiving them securely and in line with legislation

S20: Deliver appropriate and current evidence-based oral and general health advice

S28: Be collaborative and work as part of the team

Behaviours

B1: Act in a manner consistent with the General Dental Council standards for the dental team which include communication, professionalism, teamwork and clinical skills

B2: Act in a non-discriminatory manner respecting diversity and upholding the rights, dignity and autonomy of others

Assessment method 3: Interview

Knowledge

- K1:** Know and understand the General Dental Council Scope of Practice and Standards for the Dental Team for your role as a dental nurse and that of others in the team
- K3:** Know and understand the wider dental and healthcare system that dental nurses work in
- K6:** Know and understand how to raise concerns as described in the current General Dental Council guidance
- K10:** Know and understand duty of candour
- K16:** Know and understand how to assess, reduce and manage risks as outlined in current best practice guidelines
- K17:** Know and understand how to raise concerns that affect the running of the clinical environment in line with local policy and procedures
- K21:** Know and understand local infection control protocols and your own responsibilities
- K25:** Know and understand the importance of maintaining accurate and current patient records in accordance with legal and regulatory requirements
- K34:** Know and understand your own competence and limitations in dealing with medical emergencies
- K35:** Know and understand ways to maintain your professional knowledge and competence including reflecting on your own practice
- K36:** Know and understand the importance of appraisal, training and ongoing review including ways to give and receive feedback
- K37:** Know and understand the consequences of own professional actions, attitudes and behaviours and their effect on own registration, other registrants, the dental team, the workplace and public opinion
- K40:** Know and understand the importance of maintaining your own network of dental professionals and other stakeholders involved in the care and support of patients

Skills

- S1:** Adhere to legal and ethical responsibilities in line with General Dental Council requirements
- S3:** Comply with current best practice guidelines
- S15:** Manage and perform effective decontamination and infection control procedures complying with legislative, local and current best practice guidelines
- S18:** Carry out processing of radiographs in line with local procedures and rules
- S19:** Make effective decisions regarding the safety of patients when taking a radiograph
- S21:** Recognise and support action to deal with medical emergencies
- S22:** Respond to medical emergencies and be competent in cardiopulmonary resuscitation
- S23:** Take part in appraisal and ongoing review processes
- S24:** Take part in continuous professional development activities

S25: Reflect on how your daily practice complies with the General Dental Council requirements for continual improvement

S26: Comply with personal development planning as specified by the General Dental Council

S27: Participate in quality improvement activities as required

Behaviours

B1: Act in a manner consistent with the General Dental Council standards for the dental team which include communication, professionalism, teamwork and clinical skills