

Institute of Dentistry

Barts and The London School of Medicine and Dentistry Queen Mary University of London

HEE - London

Stewart House,
32 Russell Square
London
WC1B 5DN

21/11/2022

Dear [REDACTED]

Schedule One – Clause 15 Addition to Services - NHS Education Contract dated 1st September 2021: Institute of Dentistry, Barts and the London School of Medicine and Dentistry, Queen Mary University London Non-recurrent services for Dental Foundation and Dental Workforce activity.

Please find enclosed a Services Schedule, to be appended to your NHS Education Contract. This additional service is in pursuant to Clause 15 – Addition to Services within Schedule 1 Annex 1: Change Control Notice.

It covers the non-recurrent Services associated with **Dental Foundation and Dental Workforce activity** and is in effect from 01/04/2022 – 31/08/2023

The funding awarded is **per financial year £60,000 Admin (fixed), 70,000 Dental Foundation, 300,000 Dental Workforce courses** as per the schedule below and will be included as part of the payment for the Education Contract.

To accept this funding and service please sign below and Annex and return this letter to victoria.rowlands@hee.nhs.uk

ACCEPTANCE - Signed for and on behalf of THE PROVIDER			
Print name	[REDACTED]	Signed	[REDACTED]
Title	Institute Manager	Date	29.11.2022

In the meantime, if you have any queries, please do not hesitate to contact

Kind Regards

Service Delivery Manager
Healthcare Education Team
London & KSS
Health Education England
Contact via MS Teams and Skype
<https://london.hee.nhs.uk/>
<https://kss.hee.nhs.uk/>

CC:

, Deputy Quality, Patient Safety and Commissioning Team - HEE
Contract Manager for Trust

Enclosed:

1. Annex1

Schedule 1 – Clause 15 Addition to Services

Title of Change	Dental Activity (Dental foundation study days, Dental Workforce courses & Associated support at centre)
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Start Date of Services	End date of Services
01/04/2022	31/08/2023

Services Schedule – Dental Foundation Study days, Dental Workforce & Administration support as a Service Schedule of the NHS Education Contract

1. Background

Access to and activity in the Queen Mary University Dental Simulation facility for the provision of Dental Foundation study days, Dental workforce courses (upskilling of existing Dental Workforce), and associated support at the centre to deliver this activity.

2. Expectations / Outcome

- 2.1. Delivery of Dental Foundation Study Day programme for 2 Dental Foundation Schemes, including liaison and payment to speakers. Preparation and clearing before and after the session.
- 2.2. Full Access to the Dental Skill Laboratory for Delivery for these days
- 2.3. Delivery of Dental Workforce courses, aimed at upskilling of the existing Dental Workforce to the variable limit of up to 300 K.
- 2.4. Raise courses for both Dental Foundation and Dental Workforce activity via the HEE Procured platform (at present this is HICOM- ACCENT)
- 2.5. All Dental workforce courses to be approved by HEE

3. Key Performance Indicators

- 3.1. Full Dental Foundation training scheme support
- 3.2. Enhanced CPD activity (90 -100 days per year)

4. Reporting/ monitoring Processes

- 4.1. Quarterly Financial returns provided to HEE for approval and Payment
- 4.2. Meet with HEE to plan and monitor activity at the centre

5. Funding

- 5.1. Variable cost up to 70,000 for Dental Foundation study day activity
- 5.2. Variable cost of up to 300,000 for delivery of Dental Workforce courses
- 5.3. Administrative support to support the delivery of the above activity fixed cost 60,000K per financial year

ANNEX 1

CHANGE CONTROL NOTICE NUMBER: 22/11/2022 -
Dental Activity -Dental foundation study days, Dental Workforce
courses & Associated support at centre

Title of Change	Dental Activity -Dental foundation study days, Dental Workforce courses & Associated support at centre
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Change Control Notice (CCN to the following agreement):		
Agreement name		Date of Agreement
Queen Mary University London – Dental Institute		22/11/2022
(Date Change Requested	Date CCN Raised	Expiry date of CCN
01/04/2022	22/11/2022	01/04/2022 - 31/08/2023

Contact Information for the proposed change			
Originator		Other Parties	
Name	██████████	Name	Queen Mary University London Dental institute
Address	Stewart House Russell Square	Address	Barts and The London Faculty of Medicine and Dentistry Queen Mary University of London
Telephone		Telephone	
Email	██████████	Email	██████████

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Clauses and Schedules affected

Schedule 1 – Clause 15 - Additions to Services of the NHS Education Contract
 Schedule 1 – Clause 11
 Schedule 2 – Clause 12

Associated Change Control Notices

CCN No.	Name of Agreement	Date of Agreement
N/A	Education Contract	24/12/2021

Reason for change

Addition of payment to Education Providers in relation to Dental Activity -Dental foundation study days, Dental Workforce courses & Associated support at centre

Description of Change

As detailed in the letter of agreement and schedule 24/12/2021 dated

Changes to contract

Schedule 1 – Services section 15 – Dental Activity -Dental foundation study days, Dental Workforce courses & Associated support at centre

Impact of change on other agreement provisions

None

Timetable for implementation

Acceptance

ACCEPTANCE - Signed for and on behalf of THE PROVIDER
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Print name	██████████	Signed	██████████
Title	Institute Manager	Date	29.11.2022

Signed for and on behalf of HEE
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Signed	██████████
Print name	██████████
Title	Service Delivery Manager
Date	22/11/2022