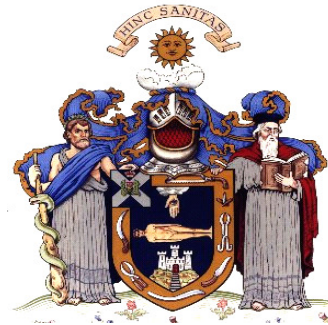


# THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH



## REGULATIONS RELATING TO THE DIPLOMA IN DENTAL HYGIENE (Dip DH RCSEd)

January 2010

### Regulations

#### Contents Page

1. Introduction
2. Purpose of the examination
3. Structure of the examination
4. Entrance requirements
5. Eligibility for the award of the Diploma
6. Application for admission to the examination
7. Results
8. Feedback
9. Limitations on the number of attempts
10. Infringement of the Regulations
11. Appeals and complaints
12. Withdrawal from the examination
13. Candidates with special circumstances
14. Exemptions
15. Proof of identity at the examination
16. Diploma certificate
17. Learning outcomes
18. Blueprint
19. Guide to candidates (Appendix A)
20. Consent form (Appendix B)
21. Declaration form (Appendix C)

**IMPORTANT NOTE: THESE REGULATIONS ARE UNDER CONTINUAL REVIEW THEREFORE IT IS RECOMMENDED THAT CANDIDATES KEEP IN REGULAR CONTACT WITH THE COLLEGE TO ENSURE THAT THEY HAVE THE MOST UP-TO-DATE INFORMATION. THE EXAMINATIONS SECTION WILL BE ABLE TO ADVISE (00 44 (0) 131 527 1600) OR YOU MAY VISIT THE COLLEGE WEBSITE: [www.rcsed.ac.uk](http://www.rcsed.ac.uk)**

## 1. INTRODUCTION

1.1 This document contains the Regulations for the Diploma in Dental Hygiene of the Royal College of Surgeons of Edinburgh.

Further information can be obtained from the Examinations Section:

Examinations Section  
The Royal College of Surgeons of Edinburgh  
3 Hill Place  
Edinburgh EH8 9DS  
Phone +44 0131 527 1600  
[dental.exams@rcsed.ac.uk](mailto:dental.exams@rcsed.ac.uk)  
[www.rcsed.ac.uk](http://www.rcsed.ac.uk)

## 2. PURPOSE OF THE EXAMINATION

Award of the Diploma in Dental Hygiene of the Royal College of Surgeons of Edinburgh will indicate that the candidate has demonstrated that he/she has achieved the required specific learning outcomes of their Dental Care Professional (DCP) category as specified by the General Dental Council's publication *Developing the Dental Team – Second Edition (Interim) 2009*: [www.gdc-uk.org](http://www.gdc-uk.org)

## 3. STRUCTURE OF THE EXAMINATION

The Examination consists of two parts:

**3.1 Written component:** This consists of two papers each of two hours' duration.

**3.2 Case presentations:** The candidate is required to present the clinical records of two patients whom he/she has treated. The examination consists of an oral examination of 30 minutes' duration.

All parts of the examination are conducted in English.

## 4. ENTRANCE REQUIREMENTS

To be eligible to enter for the Diploma examination all candidates **must** provide certified evidence of the following:

**4.1** Having been engaged in a course of study of at least 240 educational credits\* (1 credit equals 10 hours of education) in a School for Dental Care Professionals (DCPs) or equivalent establishment. Candidates will be expected to provide evidence of completion of their training signed by the Course Director (or equivalent). Courses and Schools for Dental Care Professionals must be recognised by the Royal College of Surgeons of Edinburgh. Candidates may, however, enter themselves for examination after 80% of the training programme is complete. The training should preferably be continuous but in some cases breaks in training may be permitted. The total training period should not normally exceed 4 years.

\*Schools for Dental Care Professionals which do not operate a modular teaching system and whose course is therefore not recognised in terms of educational credits should submit a full timetable for the course to the Faculty of Dental Surgery, The Royal College of Surgeons of Edinburgh, Nicolson Street, Edinburgh EH8 9DW specifying the taught, clinical content and self-study components of the course (in hours) for approval. A pro-forma for course recognition is available from the Faculty.

**4.2 Successful completion of an end of first year examination** at which an external examiner is present.

**4.3 Successful completion of a continuous assessment record** in the form of a clinical log book will have to have been completed during the candidate's training. This should include a signed statement from the Course Director (or equivalent) confirming that the work detailed in the log book has been completed to a satisfactory standard.

**4.4 Successful completion of a Project** which must be undertaken by the candidate during the course which would be in an aspect of elementary research, dental hygiene practice, dental therapy practice or dental health education. A condition of entry for the final examination is that the project must be completed to the satisfaction of the School for DCPs. The completed project should be available at the institution concerned along with the continuous assessment record for viewing by the external examiner.

## **5. ELIGIBILITY FOR THE AWARD OF THE DIPLOMA**

**5.1** To be eligible for the award of the Diploma all candidates **must** provide evidence of having complied with all the parts of the Regulations and passed the examination.

## **6. APPLICATION FOR ADMISSION TO THE EXAMINATION**

**6.1** Applications for admission to the examination must be fully completed with the required certified evidence and accompanied by the full amount of the fee payable for the examination.

**6.2** Applications for admission to the examination can be downloaded from the College website and must be received by the closing date specified in the examinations' calendar. Applications received after the closing date will not normally be processed.

**6.3** Applications for the examination should be sent to the Examinations Section of the College; application can also be made on-line on the College website. Further information regarding the examination can be downloaded from the College Website [www.rcsed.ac.uk](http://www.rcsed.ac.uk) or obtained from this address:

Examinations Section, The Royal College of Surgeons of Edinburgh, The Adamson Centre, 3 Hill Place, Edinburgh, EH8 9DS, Scotland: Telephone No +44 0131 527 1600; [dental.exams@rcsed.ac.uk](mailto:dental.exams@rcsed.ac.uk)

**6.4** Examinations for the Diploma in Dental Hygiene will be held at such times as agreed by the Dental Examinations Committee.

## **7. RESULTS**

**7.1** Results will be posted on the College website and distributed by post.

## **8. FEEDBACK**

**8.1** Candidates will be given written feedback on their performance as appropriate and where requested.

## **9. LIMITATIONS ON THE NUMBER OF ATTEMPTS**

**9.1** Unsuccessful candidates will be eligible to re-sit the examination at future diets within 12 months of the first final examination date. Thereafter, it will be necessary for a candidate to provide evidence of further training before being eligible for further attempts at the examination.

## **10. INFRINGEMENT OF THE REGULATIONS**

**10.1** The College may refuse to admit to the examination, or may not allow to proceed with the examination, any candidate who infringes any of the regulations or who is considered by the examiners to be guilty of behaviour prejudicial to the proper management and conduct of the examination. Examples of such infringements are as follows:

**10.1.1** Entry to the examination being attempted by making false claims about eligibility or falsifying entry documentation, including the submission of case presentations or a log book containing plagiarised or incorrect content. The College reserves the right to make checks to validate any information or documents supplied by the candidate;

**10.1.2** Unfair advantage being sought or obtained: by possession of material or devices during an examination that might give advantage; by plagiarism of any description; by communicating or attempting to communicate with another candidate once the examination has commenced; or by refusing to follow instructions given by examiners or examinations staff regarding the conduct and procedure of the examination;

**10.1.3** Removal of, or an attempt, to remove from the examination room, any confidential examination material;

**10.1.4** Any attempt to obtain confidential information relating to the examination from an examiner or examination officials;

**10.1.5** Passing confidential information on the content of the examination to a third party.

**10.2** This list is not exhaustive. Further information can be obtained from the guidelines on suspected malpractice available on the College website: [www.rcsed.ac.uk](http://www.rcsed.ac.uk)

## **11. APPEALS AND COMPLAINTS**

**11.1** Candidates wishing to lodge an appeal or complaint must do so in accordance with the College Examinations Complaints and Appeals Procedures. The full procedural document can be downloaded from the College website at [www.rcsed.ac.uk](http://www.rcsed.ac.uk) or obtained from:

Examinations Section  
The Royal College of Surgeons of Edinburgh  
3 Hill Place  
Edinburgh  
EH8 9DS  
SCOTLAND  
Phone +44 0131 527 1600  
Email: [dental.exams@rcsed.ac.uk](mailto:dental.exams@rcsed.ac.uk)

## **12. WITHDRAWAL FROM THE EXAMINATION**

**12.1** Any candidate who wishes to withdraw an application for admission to any part of the examination must submit a request in writing to the College. A refund of the fee paid may be made (less an administrative fee of 20%), provided that notice of an intention to withdraw is received by the Examinations Section before the closing date by which applications are due, as shown in the examinations calendar. Refunds are not normally made to any candidate who withdraws after the closing date.

**12.2** Any candidate who wishes to withdraw an application for admission to any part of the examination on medical grounds and request a refund must submit a request in writing to the College, accompanied by a medical certificate. An application for consideration of a refund on compassionate grounds should be supported by full details, plus a supporting letter from an appropriate professional. Each such application must be submitted to the Examinations Section within 28 days following the date of the candidate's programmed examination date.

**12.3** The College reserves the right to review admission to the examination on an individual basis in exceptional circumstances.

### **13. CANDIDATES WITH SPECIAL CIRCUMSTANCES**

**13.1** Special examination and other assessment arrangements may be made for candidates with permanent or temporary disability. These arrangements are intended to allow candidates to perform to the best of their ability. It is the responsibility of the candidate to notify the Examinations Section when they submit their application of any special circumstances. Applications for special consideration must be supported by written evidence in the form of a medical report from their General Practitioner for medical conditions (an educational psychologist's report is required for requests for extra time because of dyslexia). Details can be found on the College website: [www.rcsed.ac.uk](http://www.rcsed.ac.uk)

### **14. EXEMPTIONS**

**14.1** If a candidate passes in the written component of the examination but fails in the case presentation component, the pass in the written component will be carried forward for one diet of the examination only. No other exemption will be permitted. Successful completion of the examination must normally be completed within one year of first presentation at the examination.

### **15. PROOF OF IDENTITY AT THE EXAMINATION**

**15.1** Candidates must bring their passports to each part of the examination. Exceptionally, candidates who are not in a position to provide a passport must produce an official document that includes their name, signature and a current photograph e.g. current photographic driving licence.

**15.2** For the purpose of visual identification, any candidate sitting any examination may be required to remove any clothing and/or other item which covers all, or part of, the candidate's face. The College will observe sensitivity in the visual identification of candidates.

**15.3** To facilitate the assessment of non-verbal communication skills and interaction with the examiner, the College reserves the right to require candidates to remove any clothing and/or other item which covers all, or part of, the candidate's face.

### **16. DIPLOMA CERTIFICATE**

**16.1** A candidate who passes the examination and satisfies the Regulations shall be entitled to the designation of Diplomat in Dental Hygiene of The Royal College of Surgeons of Edinburgh (Dip DH RCSEd) and shall receive a diploma bearing the Seal of the College signed by the President, the Dean of the Faculty of Dental Surgery and the Secretary to the College. The form of the diploma shall be as follows:

"The President and Fellows of The Royal College of Surgeons of Edinburgh hereby grant the Diploma in Dental Hygiene to ..... who has completed the required form of study and passed the necessary examination."

**16.2** Successful candidates will be eligible for Affiliation of the College. Affiliates may participate in Faculty educational and social activities. Affiliates shall pay such annual subscription as may be determined from time to time by the College.

## **17. LEARNING OUTCOMES**

**17.1** The learning outcomes for this examination are defined in the DCP category as specified by the General Dental Council's publication *Developing the Dental Team – Second Edition (interim) 2009*: ([www.gdc-uk.org](http://www.gdc-uk.org)).

## 18. BLUEPRINT

### Blueprint Assessment

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>ORAL DISEASE</u></b>					
<b><u>Oral Surgery</u></b>					
Awareness of common oral surgical procedures		X		X	X
Thorough understanding of their role in pre- and post-surgical care	X			X	X
<b><u>Oral Medicine</u></b>					
Understanding of clinical presentation and management of the common diseases of the oral mucosa, of other oral soft tissues and salivary glands	X			X	X
Understanding of oral manifestations of systemic diseases	X			X	X
Manifestations of facial pain			X		X
Recognition of malignant and potentially malignant conditions of the oral mucosa	X			X	X
<b><u>Plaque-related dental disease</u></b>					
Understanding of the aetiology, pathology, progression and presentation of dental caries and periodontal diseases	X			X	X
<b><u>Diseases of the Periodontium</u></b>					
Understand the aetiology and presenting features of all types of both acute and chronic periodontal diseases	X			X	X
Knowledge of the role of plaque in both the initiation and progression of these diseases	X			X	X

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>Diseases of the Periodontium (cont)</u></b>					
Record and monitor the extent of the disease before during and after treatment	X				X
Understand their role in the non-surgical treatment of periodontal diseases	X				X
Aware of any systemic conditions that may modify the patient's response to treatment	X			X	X
Identify any risk factors	X			X	X
Understand their role in the post surgical and supportive phases of treatment	X			X	X
Understand their role in both the establishment and maintenance of periodontal health	X			X	X
<b><u>Dental Caries</u></b>					
Detailed knowledge and understanding of the aetiology, pathogenesis, clinical presentation and epidemiology of dental caries	X			X	
<b><u>RESTORATIVE DENTISTRY</u></b>					
Management of plaque-related diseases	X			X	X
Non-carious tooth surface loss	X			X	X
Appreciation of interface between restorative treatment and periodontal diseases		X			X
<b><u>Gerodontology</u></b>					
Physiology of ageing and management of problems associated with the care of the elderly	X			X	X
Significance of xerostomia, toothwear, root caries and gingival recession	X			X	X

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>Dental Implants</u></b>					
Principles of implant therapy	X				X
Implant maintenance	X			X	X
<b><u>CHILD DENTAL HEALTH</u></b>					
<b><u>Paediatric Dentistry</u></b>					
Follow treatment plans and relate to comprehensive care for children	X				X
Understand when to refer	X				X
<b><u>Orthodontics</u></b>					
Recognise and describe malocclusions	X			X	X
Management of patients undergoing orthodontic treatment	X			X	X
<b><u>PREVENTIVE DENTISTRY</u></b>					
Understanding of epidemiological techniques used to determine the influence of behavioural, economic and environmental factors on dental caries and periodontal diseases	X			X	X
<b><u>DENTAL PUBLIC HEALTH</u></b>					
Understanding of behavioural and epidemiological science as it affects dental disease	X			X	
Understanding of the social, cultural and epidemiological factors which may contribute to health and illness	X			X	
Understanding of the interpretation of epidemiological data		X		X	

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>COMPREHENSIVE ORAL CARE</u></b>					
Understanding of the role of the dental team	X				X
Understanding of the treatment of patients with physical or learning disabilities, mental health problems, medically compromised patients and terminally ill patients	X			X	X
<b><u>DENTAL RADIOGRAPHY, RADIOLOGY AND IMAGING</u></b>					
Dental imaging techniques		X		X	X
Regulations relating to ionising radiation	X			X	
<b><u>PAIN AND ANXIETY CONTROL</u></b>					
Understand various methods of managing and controlling anxiety	X			X	X
Understand the complications that may arise from the application of such methods of pain control	X			X	X
Competent in the administration of local infiltration analgesia and inferior dental regional block analgesia	X				X
<b><u>COMPLEMENTARY AND ALTERNATIVE MEDICINE</u></b>					
Awareness of the many complementary and alternative therapies that are available to patients		X			X

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>BIOMEDICAL SCIENCES AND ORAL BIOLOGY</u></b>					
Demonstrate an understanding of the application of the anatomy, physiology and biochemical concepts relevant to the mouth in the practice of a dental hygienist	X			X	X
Understand the role of micro-organisms in plaque formation	X			X	X
<b><u>BEHAVIOURAL SCIENCES, COMMUNICATION SKILLS AND HEALTH INFORMATICS</u></b>					
Demonstrate an understanding of the communication skills required to interact with different groups of patients	X			X	X
An appreciation of the cultural and social diversity of the population		X			X
<b><u>HUMAN DISEASE</u></b>					
Demonstrate an understanding of the human disease processes	X			X	X
Understand the principles underlying the maintenance of good health	X				X
Elicit and record a comprehensive medical and dental history	X			X	X
Appreciation of the limitations of the Dental Hygienist and when to seek advice	X				X
Understanding of general pathology, medical microbiology, immunology, medicine, surgery, pharmacology and therapeutics relevant to a dental hygienist	X			X	X

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>MEDICAL EMERGENCIES</u></b>					
Understand the principles of first aid including cardiopulmonary resuscitation	X			X	
<b><u>LAW, ETHICS AND PROFESSIONALISM</u></b>					
Understand the ethical and legal obligations of registration with the GDC	X			X	X
Understand the principles and practices involved in dental audit	X			X	X
Understanding of ethical responsibilities	X			X	X
Understanding of the law that applies to the practice of a dental hygienist	X			X	X
Understanding of the importance of maintenance of full and accurate clinical records	X			X	X
Understand the responsibilities of consent and confidentiality	X			X	X
<b><u>HEALTH AND SAFETY AND INFECTION CONTROL</u></b>					
Understand the principles and practice of infection control	X			X	X
Understand the importance of health and safety legislation	X			X	X
Knowledge of the relevant Acts that pertain to the practice as a dental hygienist	X			X	X

	Essential	Desirable	Aspirational	Written	Presentation
<b><u>DENTAL BIOMATERIALS SCIENCE</u></b>					
Understand the properties and handling of various dental biomaterials required in the practice of a dental hygienist	X			X	

## APPENDIX A: GUIDE TO CANDIDATES

### 1. INTRODUCTION

- 1.1 This document contains the Guidance for Candidates for the Diploma in Dental Hygiene of the Royal College of Surgeons of Edinburgh.

Further information can be obtained from the Examinations Section:

Examinations Section  
The Royal College of Surgeons of Edinburgh  
3 Hill Place  
Edinburgh EH8 9DS  
Phone +44 0131 527 1600  
[dental.exams@rcsed.ac.uk](mailto:dental.exams@rcsed.ac.uk)  
[www.rcsed.ac.uk](http://www.rcsed.ac.uk)

- 1.2 All parts of the examination are conducted in English.

1.3 The examination for the Diploma in Dental Hygiene is designed to test the ability of candidates to treat patients as delegated by a registered dentist. The range of skills which would be tested in the examination would include only those which are specified in the Learning Outcomes for the relevant DCP category published by the General Dental Council. This is obtainable from the General Dental Council, 37 Wimpole Street, London W1M 8DQ ([www.gdc-uk.org](http://www.gdc-uk.org)).

1.4 The Diploma entitles the holder to apply for registration with the General Dental Council as a Dental Hygienist allowing them to practice in the United Kingdom.

1.5 The first component is completed within the candidate's School for Dental Care Professionals and consists of completion of an end of first year examination, a continuous assessment record which has been assessed as satisfactory and a project that has also been assessed as being of a satisfactory standard. These together will allow eligibility to enter the examination.

### 2. ENTRANCE REQUIREMENTS

Candidates must provide certified evidence of the following:

2.1 Evidence of satisfactory completion of a training programme signed by the Course Director or equivalent.

2.2 **Successful completion of a continuous assessment record** in the form of a clinical log book will have to have been completed during each candidate's training. This should record the clinical work undertaken during the course and should include a series of competency based assessments which the candidate has to complete as he/she progresses through the course. The log book should record the number of patients treated by a candidate together with the types of procedures carried out over the length of the course. It should also record the candidate's performance in each task assessed by his/her clinical tutor. A record of theoretical assessments completed during the course should also be included.

### 3. THE STRUCTURE OF THE EXAMINATION

The examination at, or near, the end of training is divided into two components.

**3.1 Written component:** This consists of two written papers, each paper of two hours' duration. Each paper will consist of six short answer questions, **all of which must be answered**. The pass mark for each written paper will be 3, the total pass mark for this component will be 6.

**3.2 Case presentations:** The examination consists of two case presentations. Candidates are required to present the records of two cases. The case presentations must be submitted on the day of the examination and accompanied by a Candidate and Patient Declaration (Appendix B) for each case. This element of the examination lasts 30 minutes and will focus on assessing the candidates' knowledge and understanding of procedures carried out for the patients. These presentations must include complete clinical records and radiographs. At least one of these cases must include the treatment of a patient suffering from periodontal disease.

These cases should represent the breadth of the work of a dental hygienist. The external and internal examiners will ask questions relating to the candidate's clinical knowledge and understanding of the treatment provided.

A declaration form (Appendix C) must be completed for each case presentation and inserted into the patient's folder. **This includes the statement 'I confirm that I have not plagiarised from any source'**. Candidates presenting for this examination will be subject to the relevant plagiarism regulations of the College.

Each examiner will mark independently both case presentations. The total mark available for this section is 16. The pass mark for this component is 12.

**3.3** If a candidate passes in the written component of the examination but fails in the case presentation component, the pass in the written component will be carried forward for one diet of the examination only. No other exemption will be permitted. Successful completion of the examination must normally be completed within one year of first presentation at the examination.

#### 4. SCALE OF MARKS AND DESCRIPTORS:

4.1 The following scale of marks is used:

Grade	Description	Detailed description
4	Good	Impressive candidate. Well-informed, fairly critical. Good decision making skills. Justifies approaches well.
3	Pass	Reassuringly sound, rather than impressive. Able to justify only some approaches well, but most appear sensible. Adequate decision making skills.
2	Fail	Examiner is uncomfortable with candidate's adequacy. Not much justification of approaches. Decision making and other skills tested are, on balance, unacceptable.
1	Poor	Questionable approaches, sometimes neither justifiable nor justified. Poor decision making. Potentially risky in practice.

#### 5. GENERAL INFORMATION

- 5.1 The whole examination is normally conducted in the institution where candidate is based.
- 5.2 Candidates should note that no practical work will be required during the examinations.
- 5.3 Any candidate failing the examination may request confidential advice concerning any additional training which may be beneficial before attempting the examination again. It is normally the institution where the candidate is based that will give feedback.

**APPENDIX B: CONSENT FORM**

**The Royal College of Surgeons of Edinburgh**  
**Diploma in Dental Hygiene (Dip DH RCSEd)**  
**Candidate and Patient Declarations**

A signed declaration must be submitted for each case presentation.

*The Royal College of Surgeons of Edinburgh handles all candidate and patient information in accordance with the Data Protection Act 1998.*

**To be signed by the candidate:**

*I confirm that I personally carried out the treatment for this patient.*

Case Number: .....

Patient's Initials: .....

Candidate Name: .....

Candidate Signature: ..... Date (dd/mm/yyyy): .....

**To be signed by the patient:**

*I understand that my dental treatment has been documented with clinical photographs for use in the Diploma in Dental Hygiene Examination. The material will be scrutinised by examiners undertaking the examination but this information will never be in the public domain.*

Patient Name: .....

Patient Signature: ..... Date (dd/mm/yyyy): .....

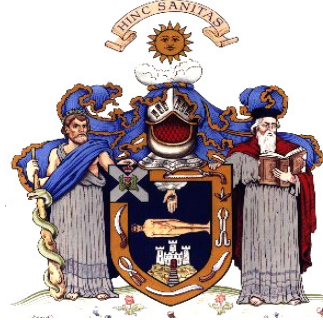
Postal Address: .....

.....

.....

## **APPENDIX C: DECLARATION FORM**

*This form should be completed and placed in an envelope with all the other forms for the cases. The envelope should then be forwarded to the Examinations Section.*



### **ROYAL COLLEGE OF SURGEONS OF EDINBURGH DIPLOMA IN DENTAL HYGIENE PRESENTATION OF CASE HISTORIES**

**Date of examination:**

**Candidate's name:**

**Patient's initials:**

**Patient's date of birth:**

**I certify that the treatment for the named patient was carried out by the Candidate**

**Supervisor's name:**

**Supervisor's signature:**

**Date:**

**Departmental stamp:**

**I confirm that I have not plagiarised from any source.**

**Candidate's name:**

**Candidate's signature:**

**Date:**