

WORKFORCE POLICY DIRECTORATE



Department of
Health

An Roinn Sláinte

Máinnystrie O Poustie

www.health-ni.gov.uk

To: Chief Executives of HSC Trusts
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Ref No: **HSC (TC8) 01/2019**

Date: 29 March 2019

Dear Colleague

INTRODUCTION OF THE NEW COMMUNITY DENTAL CONTRACT

1. This circular formally introduces the new 2015 community dental contract and associated terms and conditions of service and confirms the pay arrangements for community dentists employed under these new terms. These pay arrangements for dentists in the community dental service detailed in this circular have been agreed with the British Dental Association, HSC Employers and the Department of Health. A copy of the new community dentist terms and conditions of service handbook (TCS) is attached at Annex A.

Implementation of the new contract

2. HSC Trusts have been asked to assimilate dentists working in the community dental service onto the new contract during April 2019, with arrears payable (where applicable) backdated to the date of the new contract i.e. 1st April 2015 or their start date, if the employee joined the community dental service between 1st April 2015 and the date of this circular.
3. Details of the new pay scales and the relevant values are provided in Appendix 1. This circular covers the values of the new payscales for the period 2015 – 2017. The new pay scales and rates will be incorporated into the HSC Pay Circulars from 2018 onwards.

New Terms and Conditions of Service (TCS)

- All dentists currently working in the community dental service will transfer, retrospectively, to the new TCS with effect from 1st April 2015 or date of appointment if later. All new starts to the community dental service will be automatically placed onto the new contract and TCS and to the designated community dentist pay scales.

Basis of the new contract

- The basic salary of the new contract reflects a commitment of 37.5hrs per week. The salary of less than full time community dentists will be paid on a pro-rata basis. Less than full time employees will be offered the opportunity to retain their current working pattern and as a result have a lower whole time equivalent than they currently hold, or they can opt to increase their working pattern to retain their whole time equivalent. Model contract is attached at Annex B
- The pay framework is divided into five pay scales to reflect the varying levels of experience and competence of dentists employed within the community dental service.

New Title	New pay scale	New Grade Code
Community Dental Officer (CDO)	M431	8107
Senior Community Dental Officer (SCDO)	M432	8108
Assistant Community Dental Clinical Director (A/CDCD)	M433	8109
Specialist Community Dentist (SpCD)	M434	8110
Community Dental Clinical Director (CDCD)	M435	8111

Introduction of a new grade – Specialist Community Dental Officer (SpCD)

- The new contract introduces a new grade of Specialist Community Dental Officer. Community dentists cannot be assimilated into this new grade, even though they are on the specialist register.
- SpCD posts will only be created where the employing organisation has identified a clear need for the post. Appointment to these posts will be through an open competitive recruitment process.

Training allowance

9. A Community Dental Officer (CDO) who has responsibility for the supervision of a dental core trainee or an undergraduate student, will be eligible for an allowance as set out in the appropriate HSC Pay Circular. Only one allowance shall be paid to an individual CDO irrespective of the number of trainees involved, the allowance will only be payable for the period for which the CDO has responsibility for the training.

Pay Progression

9. Pay progression is detailed in Schedule 10 of the new TCS and will no longer be automatic (Annex A).

Backdating

10. Arrears will be payable (where applicable) from the 1st April 2015 and will be calculated in accordance with the assimilation arrangements for the contract. Annex E.

Potential Impact on Pension Contributions

11. HSC Trusts should be aware that % uplifts in salary may result in community dentists moving between pension bands. This change in contribution rates, and the fact that pay has increased retrospectively, may have the effect of causing arrears due for additional pension contributions, these will be calculated by payroll and off set against any arrears due. Trusts should advise those community dentists where this likely to occur as soon as this is known. (See Table 1 below for pension banding).

Contribution rates before tax relief (gross)

Tier	Full-Time Pensionable Pay used to determine contribution rate	Contribution rate (before tax relief) (gross) 1 April 2015 to 31 March 2019
1	Up to £15,431.99	5.0%
2	£15,432.00 to £21,477.99	5.6%
3	£21,478.00 to £26,823.99	7.1%
4	£26,824.00 to £47,845.99	9.3%
5	£47,846.00 to £70,630.99	12.5%
6	£70,631.00 to £111,376.99	13.5%
7	£111,377.00 and over	14.5%

Table 1: contribution rates

Contract documentation

12. New contract documentation is attached to this circular. These include the new Terms and Conditions of Service, a model Contract of Employment, Job Planning and Appraisal Guidance, Guidance documents on the assimilation of pay and annual leave.

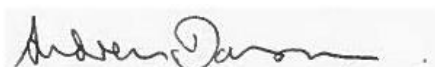
Exclusions

13. Dentists who are not part of the community dental service will retain their current 1988 TCS, and payscales, M025, M024, M018 and M01. The current value of these pay scales is outlined in circular HSS (TC8) 01/2018 dated 30th July 2018.
14. Post-graduate doctors and dentists in training, fall within the Hospital Medical and Dental Staff Handbook will therefore retain their TCS and payscales as outlined in the above circular.

Enquires

15. Employees should direct enquiries to their employing authorities. Any enquiries that cannot be resolved locally should be directed to Pay & Employment Unit or by e-mail to: Sylvia.Boyd@health-ni.gov.uk
16. Copies of this circular can be downloaded from:
<https://www.health-ni.gov.uk/publications/workforce-policy-guidance-2019>

Yours sincerely



ANDREW DAWSON
Acting Director of Workforce Policy

cc: British Dental Association

Enclosures:

- | | |
|---------|------------------------------------|
| Annex A | Terms and Conditions of Service |
| Annex B | Model Contract |
| Annex C | Job Planning Guidance |
| Annex D | Appraisal Guidance |
| Annex E | Pay Assimilation Guidance |
| Annex F | Annual leave Assimilation Guidance |

Appendix 1

Value of new contract pay scales

The table below outlines the new pay scales and pay points for **1st April 2015**

Community Dental Officer		Senior Community Dental Officer		Assistant Community Dental Clinical Director		Specialist Community Dentist		Community Dental Clinical Director	
Code [M431]		Code [M432]		Code [M433]		Code [M434]		Code [M435]	
Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value
1	£38,095	1	£59,259	1	£70,899	1	£70,899	1	£70,899
2	£42,328	2	£61,375	2	£73,015	2	£73,015	2	£73,015
3	£48,677	3	£64,549	3	£75,131	3	£75,131	3	£75,131
4	£51,851	4	£66,137			4	£77,248	4	£77,248
5	£55,026	5	£67,725					5	£79,364
6	£57,142	6	£69,311						

The table below outlines the values of the pay points with effect from **1st April 2016**

Community Dental Officer		Senior Community Dental Officer		Assistant Community Dental Clinical Director		Specialist Community Dentist		Community Dental Clinical Director	
Code [M431]		Code [M432]		Code [M433]		Code [M434]		Code [M435]	
Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value
1	£38,476	1	£59,852	1	£71,608	1	£71,608	1	£71,608
2	£42,751	2	£61,989	2	£73,745	2	£73,745	2	£73,745
3	£49,164	3	£65,194	3	£75,882	3	£75,882	3	£75,882
4	£52,370	4	£66,798			4	£78,020	4	£78,020
5	£55,576	5	£68,402					5	£80,158
6	£57,713	6	£70,004						

The table below outlines the values of the pay points with effect from **1st April 2017**

Community Dental Officer		Senior Community Dental Officer		Assistant Community Dental Clinical Director		Specialist Community Dentist		Community Dental Clinical Director	
Code [M431]		Code [M432]		Code [M433]		Code [M434]		Code [M435]	
Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value	Pay Point	Value
1	£38,861	1	£60,451	1	£72,324	1	£72,324	1	£72,324
2	£43,179	2	£62,609	2	£74,482	2	£74,482	2	£74,482
3	£49,656	3	£65,846	3	£76,641	3	£76,641	3	£76,641
4	£52,894	4	£67,466			5	£78,800	4	£78,800
5	£56,132	5	£69,086					5	£80,960
6	£58,290	6	£70,704						