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LETTER

New pathways

Thank you for the article in the autumn issue of *Vital*, 'Maintain an open dialogue with your team' (page 13), about how dental nurses can become practice managers. That is exactly what I have done working for Meltham Dental Care near Huddersfield. I trained as a dental

nurse and have always been lucky to work for principals who have encouraged continuing professional development for their team as they realise a well trained team is the key to a successful practice.

As with many dental

nurses I slowly took on extra responsibility and began to see areas where improvements could be made and acted upon them. This led to me job-sharing the role of practice manager at Meltham Dental Care. In 2006 the practice was sold and the new principal asked me to develop my skills further by taking a formal qualification in the role. I decided to go for it and opted for the ILM level 7 Management Diploma which has been rewarding and has really helped me to improve and gain essential management skills. As practice manager of Meltham Dental Care I also increase my knowledge by attending BDPMA seminars, which have the added benefit of meeting other practice managers. I am looking forward to attending the marketing seminar in November.

I hope by reading this other practice managers will see the benefits of developing their team and dental nurses will see a career pathway they can take.

Vital is read by the whole team at Meltham Dental Care and is full of relevant, current and informative articles which help our team develop.

Joanne Holroyd, Dental practice manager

Joanne wins Beverly Hills Formula goodies worth £100.

Beverly Hills Formula



How do I record my CPD?

I am just emailing you to tell you how much I enjoy reading *Vital*. I think I learn so much from it and it's great that you can get two hours of verifiable CPD on core subjects. I look forward to it arriving in the post.

In future issues is there any possibility of doing an article on how you keep record of your CPD certificates and non-verifiable CPD? I don't know how to record them in a file at the moment. I have just got lots of notes of when I read a dental magazine and what I have learnt from it. If the GDC did contact me, how would I produce this information for them? I have asked a number of work colleagues and they don't seem to know either. I hope you can help.

Vanessa Radway RDN

Kathryn Marshall RDN, Dip DHE, Practice Development Tutor, School of Postgraduate Medical & Dental Education Wales and Vital editorial board member replies:

Thank you for your letter Vanessa, we are pleased that you enjoy reading Vital.

What you may find useful is to record all your CPD activity in a personal development portfolio or plan (PDP).

This is a record of your CPD for use throughout your career. Many methods are available for development and training. You are already reading to improve your knowledge which is a good start.

The key is to find ways of keeping up-to-date that benefit your patients, you and the rest of team that you work with. A portfolio is a guide to help you focus your thoughts regarding your professional development, to keep track of your attendance or participation in educational events and highlight what you have learnt. Just what you are asking for!

Recording your CPD in this way would enable you to produce the evidence that you are keeping up-to-date should any third party require the proof.

Vital has covered this topic in past issues.^{1,2}

Your local Postgraduate Dental Deanery should also be able to supply you with a format for a PDP. There is also one available to download from the Welsh Postgraduate Dental Deanery at www.cardiff.ac.uk/pgmde/dental

- 1. Ferry J. Personal Development Plans. Vital autumn 2007; 30-31.*
- 2. Ireland R, Cure R, Hopkins E. Perfecting your personal development plan. Vital spring 2009; 40-41.*

(These articles can be downloaded for free on the Vital website at www.nature.com/vital)

Sign the petition!

I just wanted to say how pleased I was with the news story *ARF FEE TOO HIGH SAY DENTAL NURSES* in the autumn issue of *Vital* (page 10).

I was a little disappointed, however, that the link for the online petition wasn't included. Please could I ask all *Vital* readers to sign the petition in protest of the cost of the annual retention fee (ARF) for GDC registration. The link is as follows: <http://petitions.number10.gov.uk/dentalnurses/> With thanks.

Xyanthe Lambert



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Next issue's star letter writer will win Colgate goodies worth £100.

Letters may be edited for space. Opinions expressed do not necessarily reflect those of the editorial team or publishers.