

### **Approval of roles for conditional and undertakings cases**

A GDC Committee (the Interim Orders Committee (IOC) and Practice Committee (PC)) or Case Examiners can require that a person or persons should be nominated by a registrant for the roles of workplace supervisor (for cases where there are clinical concerns), a reporter and a medical supervisor (health related concerns).

Anyone nominated for these roles must be approved by the GDC. This document is intended to provide guidance to external parties on the approval process.

The Caseworker dealing with the management of the case in the Case Review Team (CRT) will request a full CV of the person nominated. The CV should include:

- GDC registration number **OR** GMC registration number for medical supervisors,
- employment history,
- job title,
- a summary of the job,
- any information detailing the mentoring of staff and training,

CRT will also send any nominated person a Workplace Supervisor Agreement Form/Reporter Agreement Form or Medical Supervisor Agreement Form which they must complete and return before any final approval can be given.

### ***Workplace supervisor***

The GDC will consider the following factors when deciding whether to approve a workplace supervisor:

- Have they been qualified for an adequate period? - Some guidance has been given in the case of *General Dental Council v. Steven Bal Sharma* [PCC 2010], indicating ten years plus would be preferable but that four- or five-years' experience might be acceptable.
- Do they have appropriate experience as detailed in their CV?
- Do they have any current FTP cases and/or any previous FTP matters where a warning has been issued and/or an FTP matter has been referred to the Interim Order Committee and/or a Practice Committee Or, are they subject to undertakings?
- Are they qualified to an equal or higher standing than the registrant?
- Are they in a suitable geographic location (i.e. to ensure that the nominee can carry out their role by having physical meetings and/or meetings over MS Teams, Zoom etc)?
- Are there any known conflicts of interest? A conflict of interest may include a personal relationship involving a family relative and/or a financial relationship such as an expense sharing arrangement.

### ***Reporter***

If the nominee is required to monitor only the registrant's health condition (mental health, alcohol and drugs) or other non-clinical concerns in the workplace, a dental care professional such as a dental nurse might be a suitable nomination for a dentist. The GDC will assess the appropriateness of the nominee on a case-by-case basis including relevant experience and any issues regarding authority in carrying out the role.

### ***Medical Supervisor***

The registrant may be subject to medical supervision as part of an order. The GDC may be

asked to approve the suitability of a medical supervisor and will consider the following factors when approving medical supervisors:

- Are they currently registered with the General Medical Council (GMC)?
- Do they have current FTP history showing on the GMC Register?
- Do they have the relevant clinical experience to be able to provide adequate support to the registrant? For example, if the registrant has an addiction, do they have experience of treating patients with addictions?
- Are they in a suitable geographically location (i.e. to ensure that the nominee can carry out their role by having physical meetings and/or meetings over MS Teams, Zoom etc)?
- Are there any known conflicts of interest?

### ***Approving a nominee***

If a nominated workplace supervisor/reporter/medical supervisor is approved by the GDC, CRT will inform the registrant.

### ***Declining a nominee***

If a nominated workplace supervisor/reporter/medical supervisor is declined by the GDC, CRT will inform the registrant.

If the registrant wishes to know why, they will need to either produce the consent of the nominee to disclose that information or request that the nominee contacts us directly.

### ***Changing a nominee***

If an approved workplace supervisor/reporter/medical supervisor is no longer able to carry out the nominated role, the GDC will inform the registrant and ask for a new nomination.

The registrant **may not** be able to continue to work until a new person has been approved.

The previously approved workplace supervisor/reporter/medical supervisor will be informed that they are no longer approved to carry out the role.