

Guidance notes are available to support the completion of this Report via the Cardiff University Intranet [here](#) and from ExternalExaminers@cardiff.ac.uk.

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	For completion by External Examiner:		
Name of External Examiner:	Gill Jones		
Home Institution / Employer of External Examiner:	Self Employed - previously Peninsula Dental School, Plymouth University Peninsula Schools of Medicine and Dentistry		
Programme and / or Modules Covered by this Report	Certificate of Higher Education in Dental Nursing		
Academic Year / Period Covered by this Report:	2018-19	Date of Report:	June 22 nd 2019

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board (the dissertation stage Examining Board in the case of postgraduate Master's programmes).

Please note this form will be published online and should not make any reference to any individual students or members of staff in accordance with the General Data Protection Regulation (2018).

Please extend spaces where necessary.

1. Programme Structure (curriculum design, programme structure and level, methods of teaching and learning)

The Certificate in Dental Nursing curriculum has been appropriately designed and the teaching programme effectively delivers the General Dental Council's '*Preparing for Practice*' learning outcomes.

The methods of teaching are appropriate and the range allows students to fully develop the knowledge and skills required of a GDC registered Dental Nurse.

The learning outcomes to be achieved are appropriate to the level of the award and equivalent to other similar programmes.

Students work within dental practice to gain appropriate clinical experience and this is balanced with the high quality academic and practical programme delivered within the Cardiff School of Dentistry.

2. Academic Standards (comparability with other UK HEIs, achievement of students, any PSRB requirements)

The standards set and achieved by all those passing the academic and clinical assessments are comparable to equivalent courses offered by other higher education institutions that I am familiar with.

Students are provided with comprehensive feedback on all assessments and are encouraged to reflect. These are both key parts of the course and enhance the outcomes for all students.

3. The Assessment Process (enabling achievement of aims and learning outcomes; stretch of assessment; comparability of standards between modules of the same level)

The organisation of the assessments is excellent and the use of appropriate standard setting and training of internal examiners is to be commended. I observed fair and consistent application of assessment standards.

The pre-assessment briefings were well conducted and informative.

The written papers and the range of OSCE stations ensured all candidates had an opportunity to be assessed on all the required knowledge learning outcomes and clinical competences. Having observed the OSCEs I am satisfied that the application of the marking criteria was fair and defensible. I have had the opportunity to review all written assessments and have been pleased to receive appropriate responses to my comments.

The robust approach to psychometric analysis of assessments provided additional evidence that students are achieving the required standards before qualification.

4. Examination of Master's Dissertations (if applicable) (sample of dissertations received, appropriateness of marking schemes, standard of internal marking, classification of awards)

Not applicable

5. Year-on-Year Comments

[Previous External Examiner Reports are available from the Cardiff University Website [here](#).]

The programme continues to deliver high quality teaching and learning opportunities and the standards remain very high. The assessments are robust and measure achievement to an appropriate level. Individuals qualifying with the Certificate continue to be sought after as employees and this is a credit to the team delivering the programme.

6. Preparation for the role of External Examiner (for new External Examiners only) (appropriateness of briefing provided by the programme team and supporting information, visits to School, ability to meet with students, arrangements for accessing work to review)

Not applicable

7. Noteworthy Practice and Enhancement (good and innovative practice in learning, teaching and assessment; opportunities for enhancement of learning opportunities)

As noted previously, the opportunity for students to work within general dental practice to gain appropriate clinical experience alongside the support from the high quality academic and practical programme delivered within the Cardiff School of Dentistry is to be envied.

The approach has proved extremely successful and the benefits to ensuring dental teamworking continues to be enhanced in line with GDC requirements is undisputed.

8. Appointment Overview (for retiring External Examiners only) (significant changes in standards, programme/discipline developments, implementation of recommendations, further areas of work)

Schools of Dentistry as centres of excellence should be the champions of integrated care and dental teamworking and so it is extremely untimely that having transferred the Certificate in Dental Nursing course very recently from the All Wales Post-Graduate Deanery, the programme will no longer be supported by the University.

The GDC have clearly stated the importance of dental teamworking and maintaining quality training to achieve the learning outcomes required of registrable dental nurse professionals and so it is extremely regrettable that such a high quality course should be lost to local applicants.

However, I would like to thank the dental nursing team for their efficiency and support in enabling me to effectively undertake my role as External Examiner. In my time with them it has consistently been a very good programme delivered by a dedicated group who have always ensured their students have been well supported and prepared for GDC registration as valuable dental team members.

9. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
Programme/Course information				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	Y		
9.2	Were you asked to comment on any changes to the assessment of the Programme?	Y		
Commenting on draft examination question papers				
9.3	Were you asked to approve all examination papers contributing to the final award?	Y		
9.4	Were the nature, spread and level of the questions appropriate?	Y		
9.5	Were suitable arrangements made to consider your comments?	Y		
Examination scripts				
9.6	Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent?	Y		
9.7	Was the general standard and consistency of marking appropriate?	Y		
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
9.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	Y		
Coursework and practical assessments				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	Y		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	Y		
9.13	Was the method and general standard of assessment appropriate?	Y		
9.14	Is sufficient feedback provided to students on their assessed work?	Y		
Clinical examinations (if applicable)				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?	Y		
Sampling of work				
9.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining board meeting				
9.17	Were you able to attend the Examining Board meeting?	Y		
9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	Y		

9.19	Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers?	Y		
Joint examining board meeting (if applicable)				
9.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			N/A
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			N/A
9.22	Was the Composite Examining Board conducted according to its rules?			N/A

Please return this Report, **in a Microsoft Word format**, by email to:
externalexaminers@cardiff.ac.uk

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

External Examiners, Registry, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE