

## Dental Therapy Foundation Training (DTFT) | Yorkshire & Humber

### Applicant Guidance Document

We want every applicant to feel supported and welcome. This guide explains how to complete your application for the 2026/27 DTFT programme in Yorkshire and Humber.

If you have any questions or need adjustments (e.g., alternative formats, extra time, or accessibility support), please contact:

[joanne.ward37@nhs.net](mailto:joanne.ward37@nhs.net)

### Our Commitment

We value diversity and inclusion. We welcome applications from all backgrounds and will make reasonable adjustments for applicants with disabilities, caring responsibilities, or other needs.

### About the DTFT Scheme

#### What is DTFT?

A **12-month structured postgraduate training programme** for newly qualified dental therapists. It combines:

- **Hands-on clinical practice** in approved dental practices.
- **Study days** focused on evidence-based care, teamwork, and professional development.

**Start Date:** Tuesday 1 September 2026

**Closing Date for Applications:** Monday 2 February 2026, 00:00

**Important:** This is **not an employment application**. Practices will employ trainees after acceptance onto the scheme.

## Before You Start

Prepare the following:

- **GDC Number** (or enter 000 if pending; must be registered by 01 Sept 2026).
- **Date of most recent Basic Life Support (BLS) training** (must be within 12 months of programme start).
- **Qualification details** (title, university, date awarded or expected).
- **Two professional references:**
  - **Reference 1:** Programme Lead or current employer.
  - **Reference 2:** Tutor, previous employer, or clinical supervisor.

## Sections Explained

### ***Section A: Personal Details***

- Provide accurate contact information.
- Indicate any **reasonable adjustments** (e.g., extra time, alternative formats, accessibility needs).

### ***Section B: Professional Details***

- Enter your **GDC number**, qualification title, university, and award date.
- Provide the date of your most recent **BLS training**. *Evidence will be required later in the process.*

### ***Section C: References***

- Two referees required. These help us confirm your training, clinical skills, and professionalism.
  - **Reference 1:** Programme Lead or current employer.
  - **Reference 2:** Tutor, previous employer, or clinical supervisor.
- Ensure referees are aware and can respond promptly. They will be asked to complete a short form assessing your suitability for the programme against the person specification.

### **Section D: Fitness to Practice & Criminal Investigations**

- This section helps us confirm your **character and suitability** for a healthcare training role. These checks are standard for all NHS positions and are in place to ensure **patient safety**.
- We do **not** discriminate unfairly based on criminal convictions or other information declared. If any information you provide needs discussion, we will contact you before making a decision. You are also free to raise any concerns with the interview panel.
- This position is exempt from the **Rehabilitation of Offenders Act 1974**, so you must declare **all convictions**, including those considered 'spent'.
- Answer all questions honestly. *(Full explanations will be provided for each question in the form.)*
- Declaring an issue does **not automatically exclude you**; it ensures compliance and safeguarding. We only consider information relevant to your suitability for this role.

### **Section E: Personal Statement**

- **Word limit:** 1000 words (split across two fields).
- **Address:**
  - Why you are applying for DTFT in Yorkshire & Humber.
  - Skills and qualities that will help you succeed.
  - Professional goals for the DTFT year.
  - How you ensure patient safety and fairness.
  - How you recognise your limits and seek support.
- **AI Use Declaration:** Indicate your level of AI assistance (none, minimal, moderate, extensive).

### ***Section F: Placement Planning***

- Where you heard about the scheme helps us improve advertising—please share this honestly.
- You may apply for more than one training scheme; this will **not** affect your application.
- Applicants who select Yorkshire as their only preference will be prioritised for placement allocation, subject to availability and fairness criteria outlined in the Admissions Policy.
- Select preferred regions (East Riding, West Yorkshire, South Yorkshire, North Yorkshire).
- Declare any **pre-booked holidays** (Sept 2026–Aug 2027).
- Mention **travel considerations** (e.g., reliance on public transport).

### ***Section G: Additional Information***

- State if you have applied to other DTFT regions.
- Indicate if Yorkshire & Humber is your preferred choice.
- Share how you heard about the scheme.

### ***Section H: Declaration & Consent***

- Confirm accuracy of information.
- Agree to GDPR-compliant data handling.
- Consent to sharing details with the Dental Foundation Team.

### Tips for a Strong Application

- **Start early:** The form allows saving and returning later.
- **Be honest and clear:** Accuracy is essential for compliance and placement planning.
- **Personal Statement:**
  - Use **specific examples** from your training or clinical experience.
  - Show **reflection** on patient safety and teamwork.
  - Keep language professional and concise.
- **References:** Notify referees in advance to avoid delays.

### After Submission

- Applications assessed **fairly against the Person Specification**.
- **Interview preparation:** A provisional list of practices will be shared (some may be pending approval).
- **Placement confirmation:** Practices approved in April–May.

## **Support & Contact**

For questions or adjustments (e.g., alternative formats, extra time):

**Joanne Ward** – Training Programme Director

Email: [joanne.ward37@nhs.net](mailto:joanne.ward37@nhs.net)