

Dear Colleague

PUBLIC DENTAL SERVICE – PROVISION OF GENERAL DENTAL SERVICES

Summary

1. This letter advises NHS Boards and Practitioner Services of the procedures which Public Dental Services (PDS) dentists will have to follow when undertaking general dental services (GDS) as part of their PDS duties.

Background

2. NHS Circular: [PCS\(DD\)2013/5](#), issued on 19 September 2013, advised of the introduction of new contractual arrangements for dentists in the community dental service (CDS) and the salaried general dental services (SGDS) in Scotland who will become part of the newly created Public Dental Service (PDS).

3. PDS dentists will, as part of their duties, provide GDS. In order for PDS dentist to be able to provide GDS in an area the dentists **must** be on sub-part A of the first part of the relevant NHS Board's dental list.

4. Salaried general dental practitioners and CDS dentists who hold joint CDS/GDS posts will already be on the relevant part of the dental list of the NHS Board where they currently provide GDS and will remain on these lists when they become PDS dentists. However, there may be some CDS dentists who are not currently on sub-part A of

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Addresses

For action

Chief Executives, NHS Boards

Director, Practitioner Services

For information

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the first part of the dental list of the relevant NHS Board. NHS Boards should identify any such dentists in their area and ensure that the dentist's name is included on the relevant part of their dental list before the dentist provides any GDS in the area as part of their PDS duties.

5. NHS Boards should be aware that while all CDS dentists will have already been issued with a list number by Practitioner Services this does not mean that the dentist's name is on sub-part A of the first part of the relevant NHS Board's dental list.

6. The effective date for the purposes of the GDS element of PDS duties will be 1 January 2014. An effective date of 1 January 2014 will ensure smooth transition and consistency of GDS rule application, including Statement of Dental Remuneration rules/validation, prior approval and Scottish Dental Reference Service referrals. This also provides a clear starting point for patient exemption/remission checking and provides a defined commencement date for reporting purposes. From that date all GDS activity under PDS must be submitted electronically to Practitioner Services, with the exception of requests for prior approval which must currently be submitted in paper form.

Action

7. NHS Boards and Practitioner Services are asked to note the information contained in the Memorandum to this letter.

8. NHS Boards are asked to:

8.1 ensure that all dentist who will be providing GDS as part of their PDS duties are included in sub-part A of the first part of their dental lists by 1 January 2014;

8.2 identify any dentists who are not included in sub-part A of the first part of their dental lists and provide such dentists with an application (form GP21 (D) Part 1, Sub-part A) for inclusion in their dental lists. NHS Boards should ensure that such dentists are listed before allowing them to provide any GDS in their area;

8.3 ensure that Practitioner Services are advised of the name and list number of each dentist who will with effect from 1 January 2014 be providing GDS as part of their PDS duties. Practitioner Services will issue a spreadsheet to each NHS Board for this purpose, which should be completed and returned to Practitioner Services by 9 December 2013;

8.4 copy and issue the Memorandum to this letter to all SGDS and CDS dentists who will become part of the PDS in their areas.

Yours sincerely

MARGIE TAYLOR
Chief Dental Officer

PUBLIC DENTAL SERVICE – PROVISION OF GENERAL DENTAL SERVICES

1. This Memorandum advises of the procedures which Public Dental Service (PDS) dentists will have to follow when undertaking general dental services (GDS) as part of their PDS duties.

Listing in Order to Provide GDS

2. In order to provide GDS in an area a PDS dentist has to be on sub-part A of the first part of the relevant NHS Board's dental list. Salaried general dental practitioners and community dental service (CDS) dentists who hold joint CDS/GDS posts who are already on the relevant part of the NHS Board's dental list will not have to take any action when they become PDS dentists. However, any CDS dentists who are not already on the relevant part of the NHS Board's dental lists will require to join the list before they can provide any GDS in the area as part of their PDS duties. The employing NHS Board will provide any CDS dentist who is currently not listed with an application, form GP21 (D) Part 1, Sub-part A, for inclusion in its dental list.

Provision of General Dental Services

3. For the purposes of GDS PDS will come into effect on 1 January 2014. From that date all PDS dentists will require when providing GDS to operate within the terms of the NHS (General Dental Services) (Scotland) Regulations 2010, as amended ("the 2010 Regulations"). For the purposes of the 2010 Regulations PDS dentists will still legally be classed as salaried dentists when providing GDS. The terms of service which relate to salaried dentists, i.e. PDS dentists when providing GDS, are contained in Parts I to IV and VI of Schedule I to the 2010 Regulations.

4. The items of treatment, and associated patient charges, which PDS dentists can undertake when providing GDS are set down in Determination I (Scale of Fees) of the Statement of Dental Remuneration (SDR). When providing GDS PDS dentists will have to following the normal SDR rules and prior approval requirements.

5. An electronic claim must be submitted to Practitioner Services for every course of NHS dental treatment provided by a PDS dentist under GDS. Requests for prior approval must currently be submitted in paper form on a GP17 or GP17(O), as appropriate. The list number already provided by Practitioner Services to each salaried GDP and CDS dentist should be used when submitting claims.

6. Practitioner Services will schedule claims for care and treatment provided by a PDS dentist when undertaking GDS but, because PDS dentists receive a salary, they are not entitled to receive the scheduled fees.

Patient Charges

7. Normal charging arrangements will apply when a PDS dentist provides GDS. Patients are required to pay 80% of the cost of their NHS dental treatment up to a set maximum per course of treatment (currently £384), unless in one of the groups entitled to free NHS dental treatment or help with the cost.

8. The following groups are entitled to free NHS dental treatment:
- Aged under 18 years;
 - Aged 18 years in full-time education;
 - Pregnant women;
 - Nursing mothers, i.e. have given birth in the last 12 months;
 - Those, and their partners, included in an award of:
 - Income Support;
 - Income-based Jobseeker's Allowance;
 - Income-related Employment and Support Allowance;
 - Pension Credit guarantee credit;
 - Those entitled to, or named on, an NHS Tax Credit Exemption Certificate.
 - Those named on a current HC2 certificate for full help under the NHS Low Income Scheme.
9. Others named on an HC3 certificate may be entitled to partial help under the NHS Low Income Scheme. The amount of help available to this group will be dependent on the person's assessed contribution, as indicated on the HC3.
10. Patients should be asked to show evidence of their entitlement to free NHS dental treatment but treatment should not be refused if no evidence is provided. Where a patient is unable to provide appropriate evidence of entitlement this should be indicated in the electronic claim submitted to Practitioner Services.
11. Patient charges collected when providing GDS are remitted to the NHS Board.
12. There is no local discretion to vary charging arrangements when providing GDS.

Non-GDS Services

13. The following services are outwith GDS:
- Treatment of hospital in-patients;
 - Prison dental services;
 - NDIP;
 - School inspections;
 - Oral health promotion not specified in the SDR;
 - Outreach, i.e. treatment undertaken as part of student training;
 - Treatment within a hospital to make a patient dentally fit as part of medical treatment, e.g. chemotherapy, etc.
14. Practitioner Services are currently working on a system for the submission of non-GDS information.

Enquiries

15. Any enquiries about this Memorandum should be taken up with your NHS Board.

Scottish Government Health and Social Care Integration Directorate
28 November 2013