

Important Update Dental Nursing Qualifications 29 July 2022

New qualification 4238-22 City & Guilds Level 3 Extended Diploma in Dental Nursing QN 610/1177/0

As you know we have been working hard on developing a new qualification to meet the requirements of the Dental Nurse (integrated) new assessment plan AP05, which can be found at this link [Dental Nurse \(integrated\) standard IfATE web page](#).

We are delighted to inform you that the new qualification has been approved by the General Dental Council and supported by the Dental Nurse Employer Trailblazer Group and Skills for Health.

The new assessment plan was published on **01 July 2022** and all new starts must be registered on the new qualification.

We have made an application to be added to the EPAO register for this version of the assessment plan and are awaiting the outcome.

We are now planning for the 4238-22 to be live for registrations on **05 August 2022**.

The Qualification Handbook and EPA pack are now available for you to refer to on the [4238 web page](#) under the 4238-22 Documents Tab. The EPA pack and Recording forms will be uploaded to the Support Document section of EPA Pro.

We are liaising with the Institute to try to ensure the transition period is as smooth as it can be.

4238-12 City & Guilds Level 3 Extended Diploma in Dental Nursing

In a recent update, it was explained that changes were being made to the Gateway requirements for 4238-12 to make it clearer and so that we ensure there is a consistent approach to apprentices going through Gateway.

We have amended the following documents:

- 4238-12 Qualification Handbook, so this is now version 1.4
- 4238-12 EPA Pack for Centres, so this is version 1.1. This is password protected. The password can be found in the administration section of Walled Garden.

These amended versions have been uploaded to the [4238 web page](#) under the tab for 4238-12

Revised Gateway Requirements

All supporting evidence is uploaded into the EPA Pro platform through the Gateway process.

- The employer/provider uploads a candidate history report/Walled Garden extract showing completion of 4238-12 Level 3 Extended Diploma in Dental Nursing, Unit 032 Portfolio of Evidence
- The employer/provider uploads the apprentice's EPA portfolio which will be used in the Interview. This consists of 8 pieces of evidence outlined later in this document. It is NOT the apprentice's full on-programme Portfolio of Evidence, (Unit 032). The EPA Portfolio has its own evidence requirements.

The Gateway declaration is summarised further in EPA Pro and centres MUST refer to the EPA Pack for centres for the detail of the requirements of the EPA Portfolio. The EPA Portfolio and the on-programme Portfolio of Evidence are now clearly differentiated in the Handbook and EPA packs.

Timely EQA Activity for 4238-12 and 4238-22.

As you will need to upload a candidate history from Walled Garden confirming completion of the Portfolio of Evidence (Unit 032 in 4238-12 and Unit 033 in 4238-22), if your centre does not have a Low risk rating, you will need to liaise with the Quality Team to ensure that EQA activity is timed to support you to certificate apprentices for the Portfolio of Evidence in relation to when you expect the apprentice to approach Gateway.

This means that:

If your centre risk rating for the 4238-12 or 4238-22 is **Low** – you will be able to report the completion of the Unit 032 (4238-12) or Unit 033 (4238-22) Portfolio of Evidence into Walled Garden and download a candidate history that confirms the learner's achievement. You can then upload this report to EPA pro at Gateway. You can do this without the intervention of your EQA. This is a way of effectively giving your centre DCS for the on-programme aspect of the qualification.

If your centre risk rating for the 4238-12 or 4238-22 is **Medium or High** – you will need an EQA activity to sign off portfolios. Please contact the Quality Delivery Team (qualityteam2@cityandguilds.com) to arrange an EQA activity if your routine planned activity date is not suitable. Once your EQA activity has taken place and the EQA has signed off portfolios, then you will be able to follow the usual exception orders process to claim Unit 032 (4238-12) or Unit 033 (4238-22) Portfolio of evidence. This will then register the learner's completion of Unit 032 (4238-12) or Unit 033 (4238-22) into the Walled Garden, at this point you will then be able to upload the candidate history report to EPA pro at Gateway.