



The Regulation and  
Quality Improvement  
Authority

**THE REGULATION AND QUALITY IMPROVEMENT AUTHORITY**  
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## **Variation to Registration Inspection Report**

<b>Name of Establishment:</b>	<b>Fortwilliam Dental Practice</b>
<b>Establishment ID No:</b>	<b>12105</b>
<b>Date of Inspection:</b>	<b>07 August 2014</b>
<b>Inspector's Name:</b>	<b>Philip Colgan</b>
<b>Inspection No:</b>	<b>20361</b>

**1.0 GENERAL INFORMATION**

<b>Name of establishment:</b>	Fortwilliam Dental Practice
<b>Address:</b>	440 Antrim Road Belfast BT15 5GB
<b>Telephone number:</b>	028 9077 4633
<b>Registered Organisation/Registered Provider:</b>	Mrs Christine Devlin Mr Christopher Scannell
<b>Registered Manager:</b>	Mrs Christine Devlin
<b>Person-in-charge of the establishment at the time of inspection:</b>	Mrs Christine Devlin
<b>Registration Category:</b>	IH-DT
<b>Type of service provision:</b>	Private dental treatment
<b>Maximum number of places registered: (dental chairs)</b>	2 increasing to 3 following this inspection
<b>Date and type of previous inspection:</b>	Announced Inspection 23 July 2014
<b>Date and time of inspection:</b>	07 August 2014 08:30-09:00
<b>Name of inspector:</b>	Philip Colgan

## **2.0 Introduction**

The Regulation and Quality Improvement Authority (RQIA) is empowered under the Health and Personal Social Services (Quality, Improvement and Regulation) (Northern Ireland) Order 2003 to inspect independent hospitals providing dental treatment. A minimum of one inspection per year is required and this may be announced or unannounced.

## **3.0 Purpose of variation to registration inspection**

The purpose of the variation to registration inspection is to determine compliance with:

- The Regulation and Improvement Authority (Registration) Regulations (Northern Ireland) 2005;
- The Independent Health Care Regulations (Northern Ireland) 2005; and
- The Regulation and Improvement Authority (Independent Health Care) (Fees and Frequency of Inspections) (Amendment) Regulations (Northern Ireland) 2011.

The purpose of this inspection was to review the arrangements in the practice in relation to the additional first floor surgery and the readiness of the practice for the provision of private dental care and treatment associated with the application of variation for one additional dental chair.

## **4.0 Methods/processes**

The methods/process used in this inspection included the following:

- review of the submitted variation to registration information;
- discussion with Mrs Christine Devlin, registered provider;
- discussion with staff;
- assessment of the environment;
- review of documentation required by legislation and good practice; and
- evaluation and feedback.

## 5.0 Profile of establishment

Fortwilliam Dental Practice is located within a residential building which has been converted to accommodate a dental practice. The premise has been extensively renovated and the dental practice opened in April 2012. It is located on the Antrim Road in north Belfast. On-street car parking is available for patients. Public transport routes operate close by.

The building is accessible for patients with a disability and disabled toilet facilities are provided. A surgery and patient toilet facilities are located on the ground floor.

Fortwilliam Dental Practice currently provides two surgeries, a separate decontamination room, reception area, staff and storage facilities. A waiting area, consultation area and toilets for patient use are also available.

Application has been received at RQIA for the provision of a third surgery.

Fortwilliam Dental Practice now operates three dental chairs, providing both private and NHS dental care. The two dentists are supported by a dental foundation year one (DF1) trainee and a team of dental nurses, administrative staff and a practice manager.

Fortwilliam Dental Practice has recently been approved by the Northern Ireland Medical and Dental Training Agency (NIMDTA) as a training practice. A dental foundation year one (DF1) trainee will commence work in the practice during August 2014.

Mrs Christine Devlin is registered with RQIA as the registered manager of Fortwilliam Dental Practice, with registration effective from 29 October 2012.

The establishment's statement of purpose outlines the range of services provided.

Fortwilliam Dental Practice is registered with RQIA as an independent hospital (IH) providing dental treatment (DT).

Following this inspection registration of three dental chairs is recommended.

A certificate of registration will be issued by RQIA reflecting the increased number of registered dental chairs.

## 6.0 SUMMARY

An application was submitted to RQIA by Mrs Christine Devlin and Mr Cristopher Scannell, registered providers, to vary the current registration of Fortwilliam Dental Practice. The practice was initially registered on 29 October 2012 for two dental chairs. This application is to increase the number of registered dental chairs from two to three.

The purpose of this inspection was to review the arrangements in the practice in relation to the additional first floor surgery and to review the readiness of the practice for the provision of private dental care and treatment associated with the application of variation for one additional dental chair.

The variation application was submitted to RQIA on 04 July 2014. The inspection was carried out by Philip Colgan on 07 August 2014 between the hours of 08:30 and 09:00.

Mrs Devlin was available throughout the inspection and for feedback at the conclusion of the inspection.

During the course of the inspection the inspector discussed operational issues, talked to staff, examined a selection of records and carried out a general inspection of the establishment.

The inspector reviewed the updated statement of purpose and patient guide which reflected the new arrangements in the practice.

Dental practices in Northern Ireland have been directed by the DHSSPS, that best practice recommendations in the Health Technical Memorandum (HTM) 01-05, Decontamination in primary care dental practices, along with Northern Ireland amendments, should have been fully implemented by November 2012. HTM 01-05 was updated in 2013 and Primary Care Dental Practices were advised of this through the issue of Professional Estates Letter (PEL) (13) 13 on 01 October 2013. The PEL (13) 13 advised General Dental Practitioners of the publication of the 2013 version of HTM 01-05 and the specific policy amendments to the guidance that apply in Northern Ireland.

A separate decontamination room is available at this practice. The room is spacious and fully equipped. Discussion with staff and a review of the arrangements in place confirmed that the decontamination room and the equipment in place is sufficient to meet the demands of the additional dental chair.

The inspector undertook a tour of the new first floor surgery and the decontamination room. The practice now consists of three dental surgeries, patient and staff toilets, waiting and reception areas, staff facilities, decontamination area, storage areas and office space. All areas were finished to a very high standard and were well decorated and maintained.

The additional first floor surgery has an intra-oral x-ray machine installed. A subsequent critical examination had been undertaken by the appointed radiation protection advisor (RPA). The inspector reviewed the updated local rules as part of the inspection. Mrs Devlin confirmed that recommendations made by the RPA had been addressed.

A review of the records and discussion with Mrs Devlin demonstrated that the relevant recruitment checks, including an enhanced AccessNI check, have been received for the newly employed staff. A robust organised system for the maintenance and retention of staff personnel files has been established.

No requirements or recommendations were made as a result of this variation to registration inspection. Registration of three dental chairs is recommended.

The inspector would like to thank Mrs Devlin and staff for their helpful discussions, assistance and hospitality throughout the inspection process.

## **7.0 Inspection findings**

### **7.1 Statement of purpose**

The inspector reviewed the statement of purpose which had been updated to reflect the increased number of dental chairs and the new arrangements in the practice.

### **7.2 Patient Guide**

Review of the patient guide evidenced that it had been updated to reflect the new arrangements in the practice.

### **7.3 Infection prevention and control/decontamination**

Dental practices in Northern Ireland have been directed by the DHSSPS, that best practice recommendations in the Health Technical Memorandum (HTM) 01-05, Decontamination in primary care dental practices, along with Northern Ireland amendments, should have been fully implemented by November 2012. HTM 01-05 was updated in 2013 and Primary Care Dental Practices were advised of this through the issue of Professional Estates Letter (PEL) (13) 13 on 01 October 2013. The PEL (13) 13 advised General Dental Practitioners of the publication of the 2013 version of HTM 01-05 and the specific policy amendments to the guidance that apply in Northern Ireland.

A separate decontamination room is available at this practice. The room is spacious and fully equipped. Discussion with staff and a review of the arrangements in place confirmed that the decontamination room and the equipment in place is sufficient to meet the demands of the additional dental chair.

### **7.4 Environment**

The inspector undertook a tour of the new first floor surgery and the decontamination room. The practice now consists of three dental surgeries, patient and staff toilets, waiting and reception areas, staff facilities, decontamination room, storage areas and office space. All areas were finished to a very high standard and were well decorated and maintained.

### **7.5 Radiology**

The additional first floor surgery has an intra-oral x-ray machine installed. The inspector reviewed the updated local rules, a copy of which were observed to be displayed within the surgery. A subsequent critical examination had been undertaken by the appointed radiation protection advisor (RPA). Mrs Devlin confirmed that recommendations made by the RPA had been addressed.

## **7.6 Recruitment of staff**

A review of the records and discussion with Mrs Devlin demonstrated that the relevant recruitment checks, including the enhanced Access NI check, have been received for newly employed staff. The practice manager has established a robust, organised system for the maintenance and retention of staff personnel files.

## **8.0 Quality Improvement Plan**

The findings of this inspection were discussed with Mrs Devlin as part of the inspection process.

This inspection resulted in no recommendations or requirements being made. The registered provider is asked to sign the appropriate page confirming they are assured about the factual accuracy of the content of the report.

Matters to be addressed as a result of this inspection are set in the context of the current registration of your premises. The registration is not transferable so that in the event of any future application to alter, extend or to sell the premises the RQIA would apply standards current at the time of that application.

Enquiries relating to this report should be addressed to:

**Philip Colgan  
Regulation and Quality Improvement Authority  
9th Floor  
Riverside Tower  
5 Lanyon Place  
Belfast  
BT1 3BT**



No requirements or recommendations resulted from the announced variation inspection of Fortwilliam Dental Practice which was undertaken on 07 August 2014 and I agree with the content of the report. Return this QIP to [Independent.Healthcare@rgia.org.uk](mailto:Independent.Healthcare@rgia.org.uk).

Please provide any additional comments or observations you may wish to make below:

<b>NAME OF REGISTERED MANAGER COMPLETING</b>	Christine Devlin <i>Christine Devlin</i>
<b>NAME OF RESPONSIBLE PERSON / IDENTIFIED RESPONSIBLE PERSON APPROVING</b>	Chris Scannell <i>Chris Scannell</i>

<b>Approved by: (Inspector to complete)</b>	<b>Date</b>
<i>[Signature]</i>	<i>30/8/14</i>