



For all of your training needs

## **An Introduction to Ask Learning Academy**

### **NEBDN Diploma in Dental Nursing**



**[www.asklearningacademy.co.uk](http://www.asklearningacademy.co.uk)**

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# Why Choose Ask Learning Academy?



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**Are you thinking about employing trainee dental nurses now or in the future? Ask Learning Academy can provide you with everything you need for a successful course. We are a dedicated provider specialising in dental nurse training, taking your trainee nurse through to qualification.**

## **Benefits of Choosing Ask Learning Academy:**

- ◆ Affordable
- ◆ No rescheduling your rota
- ◆ No early finishes
- ◆ The study time is out of hours
- ◆ Students can study whilst earning
- ◆ Course delivered at a pace suited to learners needs
- ◆ Regular student intakes
- ◆ Diverse resources used to suit all learning styles
- ◆ Minimal travel worries or costs
- ◆ Regular updates, communication and speedy support for student, employer and mentor.



**We offer the NEBDN Diploma in Dental Nursing and the course is delivered for Trainee Dental Nurses throughout the UK. We offer a flexible learning experience which does not encroach on the trainee nurse's surgery time during their working day.**

# NEBDN Diploma in Dental Nursing Delivered by Ask Learning Academy



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**Our course has been accredited by the National Examining Board for Dental Nurses (NEBDN) and follows their syllabus for the National Diploma in Dental Nursing and is recognised by the General Dental Council.**

Our aim is to ensure that all of our students receive the highest standard of professional development enabling them to fully utilise the knowledge gained through our courses in their career. As dentistry changes so rapidly we make certain that all of our material is relevant and up to date by continually reviewing the content to match current legislation and professional needs. We also welcome regular audits by the NEBDN to ensure that our aim is fulfilled.

We use a variety of modern teaching methods and software to deliver the NEBDN Diploma in Dental Nursing and we ensure that all learning styles are catered for and that full support is provided for each and every student for the duration of the course.

Having been on the front line of learning ourselves, we know the importance of making learning accessible and interesting whilst ensuring you can fit it in around your busy working lives.



# What Disciplines are Covered in the NEBDN Syllabus?



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**The following syllabus units are fully covered in our coursework which is delivered via electronic workbooks and other interactive mediums to suit all learning styles.**

- ◆ Health and safety in the workplace
- ◆ Infection control
- ◆ Emergencies in the dental surgery
- ◆ Legal and ethical issues in the provision of dental care
- ◆ Anatomical structure and systems relative to dental treatment
- ◆ Oral disease and pathology
- ◆ Patient care and management
- ◆ Assessing patient's oral health needs and treatment planning
- ◆ Oral health promotion and preventative dentistry
- ◆ Restorative dentistry
- ◆ Oral Surgery
- ◆ Orthodontic procedures
- ◆ Dental drugs, materials, instruments and equipment
- ◆ Pain and anxiety control in dentistry
- ◆ Radiography



# What work is involved to gain the NEBDN Qualification?



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## Theory

### **Coursework:**

We have taken the NEBDN syllabus requirements and have tailored an eighteen workbook and assessment system allowing the student to work through each unit over a two week period. Candidates will learn via a mixture of workbooks and regular online webinars alongside their practical work placement. We believe in making the learning experience modern, interactive and fun for all students. To assist with this we use a variety of different technology alongside our course workbooks such as online webinar software and our own virtual learning environment (VLE) which includes a library, forums, pictures, quizzes and much more. Students also have access to recorded tutorials which cover each module of the course.

## Practical

### **Record of Experience (ROE):**

The practical monitoring component of the course is tracked through the NEBDN electronic record of experience which is to be completed over a minimum of six months. This is an online portfolio of the candidate's actual clinical experience supervised by a GDC registered witness. It is a compulsory part of the diploma and is completed in addition to coursework. Components of the ROE are built into the workbook assessment elements, so complement gradual progression and ensure that students are not overwhelmed and remain on target for their examination target. The ROE must be completed before entry to the examination and consists of 5 units, each having its own learning outcomes. It is only available to candidates of NEBDN accredited training centres at the request of their tutors.

# What else is useful to know about our course?



## **Length of Study:**

The course will last between 14 – 18 months maximum. This time frame is flexible according to each candidate's requirements to ensure that the course is fully inclusive to all.

## **Entry Requirements:**

This course is available to all employed trainee dental nurses on a permanent employment contract. *(We will place you on a waiting list until your probationary period has been successfully completed and signed off by your employer.)*

No formal qualifications are required, however GCSE or Functional Skill Level 2 in English and Maths is beneficial as a good level of numeracy and literacy will facilitate the candidate. If English is not the first language of the candidate, it is recommended that ESOL Level 2 Competency in English is attained.

The NEBDN state that to be accepted on a course, there is one official document they require. This is the NEBDN Service Monitoring Agreement. Don't worry, we send this document out with our own application packs with clear instructions on what to do next.

## **Support:**

All of our tutors offer candidates continuous feedback, practical advice, hands on training and prompt and thorough support to candidates and their mentors, managers and witnesses as required including but not limited to:

- ◆ An online induction meeting where the tutors will introduce themselves and demonstrate the use of the online learning platforms that the students will be using during the course.
- ◆ Weekly online webinars for the duration of their time as a student on the course. These sessions are a group event where all students can review questions about coursework, share ideas with their peers and source further support from the tutors.
- ◆ Mandatory weekly online revision webinars when the time comes to prepare for the theory and OSCE examinations. The tutors will set tasks and mock examinations so that the group can fine tune their knowledge and enter the exam with full preparedness.
- ◆ Any other one-to-one support that will be provided over the phone or via email or virtual meeting software as required.

# What about examinations to gain qualification with the NEBDN?

## **To enter the examination, a candidate must:**

- ◆ Be employed as a trainee dental nurse
- ◆ Carry out a training course via an NEBDN accredited centre
- ◆ Complete a Record of Experience (ROE) requiring the support of a GDC registered mentor who will need to validate workplace activities
- ◆ Have achieved 76% in a mock examination to be considered for entry into examination.

## **The examination is made up of two sections:**

- WRITTEN:** Multiple Choice Questions (MCQ) and Extended Matching Questions (EMQ)
- CLINICAL:** Objective Structured Clinical Examinations (OSCE)

The written exam must be passed first to be eligible to enter the OSCE's which will take place 4-6 weeks later. When successful, candidates will then be awarded the qualification.

**The NEBDN conduct both the written and OSCE examinations online..**



# What about fees?

## Invoicing Procedure:

### Part One:

- ◆ Non-refundable deposit: **£50.00**

This covers administration costs for registering a student and secures their place on waiting. Once their probation is signed off by their employer we proceed with the second part of the invoicing process.

### Part Two:

- ◆ Course Fees & Tutor Support for 14-18 Months: **£900.00**
- ◆ Electronic Record of Experience Admin Fee: **£60.00**
- ◆ \* NEBDN Registration and Examination Fees: **£510.00**

*\* Fees charged by the exam board are non-refundable once the student is registered with them following their online induction. These fees are subject to review by the NEBDN.*

## Conditional Charges:

### Examination Re-Sits:

In the event a student is not successful in one or both examinations resit fees currently stand at the following:

- ◆ \*\* Written Resit Fee: **£150.00**
- ◆ \*\* OSCE Resit Fee: **£300.00**

*\*\* Again, these fees are subject to review by the examination board.*

### \*\*\* Extended Tuition Costs:

If a student fails to comply with deadlines and requires extended tuition outside of the 18 month contract, they will be liable for further fees. These will be calculated in relation to the next target examination and assessed on a case by case basis.

### \*\*\* Exam Board Examination Deferment Fee:

If a student fails to meet their target examination date the current NEBDN fee to defer to the next examination stands at **£35.00**. This fee also stands if a student is adequately prepared and eligible and to move their target examination to an earlier presentation.

*\*\*\* Extenuating mitigating circumstances will always be assessed on every case and applicable charges waived depending on such circumstances.*



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# Who Delivers the Course?



Students will have two personal tutors throughout the duration of their studies. Our tutors are qualified Dental Care Professionals with a range of post graduate qualifications and all hold current GDC registration as well as a variety of different teaching qualifications. Between us we have over 50 years experience in both dentistry and management. The team are also extremely experienced trainers, and have worked full time in this capacity looking after dental teams for up to five years before joining Ask Learning Academy. Therefore, we all understand what responsibilities and time constraints nurses of all ages have both at home and at work so feel we are fully able to support and mentor the candidate to achieve their best potential.



# Meet the Tutors



## Lorna Cooper

My name is Lorna Cooper and I am pleased to say that I am one of the Directors & Tutors for Ask Learning Academy. I have had a long career in dentistry and feel very passionate about the profession. My journey started back in 1987 at the young age of 16 years and I have never looked back. I had a great start and privilege to work with a dentist that was very passionate also about dentistry and due to our location on the edge of the lake district used to perform minor oral surgery and orthodontics; so I was able to gain a wealth of experience in different aspects of dentistry. I stayed with this practice for 18 years moving from the NHS to private dentistry with only a two year maternity break. Whilst I was there I gained my certificate in oral health education and also started to work for the Northern Deanery looking after 55 dental practices across Cumbria promoting CPD and facilitating CPD events.



In 2005 I moved to a brand new NHS practice at which I was excited to lead a team of trainee nurses. I developed my passion for teaching further, going on to study for my radiography qualification and at the same time I was teaching formally across the county sharing my knowledge and experience. My practice was sold to a corporate company where I was recruited as part of the training and development team looking after all the trainee nurses across the North of England and inducting new members to the company.

In 2010 life took an unexpected turn but made Wendy and I re-evaluate our careers and this is when we both decided to gain qualifications in teaching and concentrate on building our own company whilst both starting new full time jobs in general practice. I now work as practice manager at a six chair teaching practice, but my passion is and will always be helping new nurses develop their knowledge and passion for dentistry guiding and teaching them to gain formal dental nurse qualifications. As of October 2017 I am also an official examiner with the NEBDN.

I have a wonderful supportive husband and family which allows me to continue to work with trainee nurses delivering webinars in an evening after a busy day in general practice. I am now almost 30 years into a career of dentistry and I believe if new trainee nurse can feel even just a small amount of passion about dentistry I have, then they too will have a successful career.

# Meet the Tutors

## Wendy Glenn



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My name is Wendy Glenn I am one of the Directors & Tutors for Ask Learning Academy. I too have had a long career in dentistry and feel very passionate about the profession and training the future generations of dental nurses, taking them successfully through to qualification and beyond.

My journey in the dental profession started in 1997. After having a successful career in hair dressing and bringing up my three children, I felt it was time for a career change and the arena of dentistry had fascinated me for some time. I knew I wanted to care for people in the community, and a position as a dental nurse was the perfect way for me to gain this goal.

I was fortunate to join a team of dental practitioners whom formed a group of dental practices with a wealth of experience and their own passion for nurturing trainee nurses through to their qualification. After gaining my qualification with the NEBDN, and progressing from practice manager to area manager I gained both my radiography and SAAD Certificate. I found myself developing other student nurses and realised this is how I wished my career to develop.

As the group of practices grew, the departments followed suit and I was offered the opportunity to work with the training department, designing platforms and material in which to train the dental nurses we recruited in order to support them fully through induction, probation to gaining their qualification. In 2005, I came out of practice full time and was awarded the position of Training Manager for the ever-growing cluster of practices. It was during this time that I met Lorna and we started to work together as part of the training team.

Throughout our time working together Lorna and I found we had much in common and both wanted to travel down the training route sharing our passion and knowledge with nurses new to the dental profession and guiding them through the process of gaining their qualification to work as professional GDC registrants. The first step was to gain our formal teaching qualifications alongside building material for delivery and meeting requirements to achieve full accreditation with the NEBDN which we achieved in 2012.

# Testimonials



Seeing our students succeed is our greatest reward. Here is what just some of our past alumni have to say about their experience with Ask Learning Academy leading them to their qualification.

"I found the Ask Learning Academy course to become a qualified dental nurse was one of the best decisions I have made. The course was structured very well and was led with two amazing tutors. Both were more than happy to help and guide me on my training. Anytime I felt stuck they were there to help, when I lost my motivation, they were there to pick me back up. Through this course I was able to learn whilst working and enjoy the process as well. I am now qualified and in love with my new profession. Thank you to all the Ask Learning Academy Team."

***Christopher Thrower***  
***Qualified 2015***

"I have recently studied with Ask Learning Academy and completed my NEBDN Diploma in Dental Nursing. I must admit I was unsure of doing an online course in the beginning but it did not take long for Wendy & Lorna to completely change my outlook on on-line studies. I always felt a personal touch in all that we did together, they constantly encouraged me and noticed my strengths and weaknesses and assisted me accordingly. The course material is excellent. I sometimes felt like I had the tutors all to my self as they were always so quick to respond to any questions I had. They are just two lovely ladies who always put their students first."

***Desiree Knowles***  
***Qualified 2015***

"I decided to complete my certificate in dental nursing while working full time and I found Ask Learning Academy was the perfect way. I am so grateful for Wendy and Lorna who were my tutors. They were fantastic, extremely helpful and understanding. I would highly recommend using Ask Learning Academy to anybody. Thanks again to a great team! I had started my course in Ireland in college but moved to Brighton after the first year. I wanted to finish the course and it was a difficult time for me with starting a new job in a different country but Wendy and Lorna made it easy for me and I felt like I knew really friendly people in the UK which was also really comforting."

***Hazel Price  
Qualified 2014***

"Wanting to thank Ask Learning Academy so much for all the support my tutors gave me whilst training! The tutors of Ask Learning Academy dedicate so much of their time into making sure all students pass and I can't thank them enough! The course kept me on track and if I ever had any worries or queries, they were only a quick call or email away! A special thank you to Wendy and Lorna for all their help, encouragement and

knowledge over the duration of my course. I'm writing this as a qualified dental nurse and I have ask learning academy to thank!

***Sarah Scadding  
Qualified 2015***

"I completed the National Diploma in Dental nursing, with my training provided by Ask Learning Academy. I found that the level of training I received from start to finish was brilliant. The workbooks I was provided with throughout the course contained essential information and activities, which enabled me to pass my written and practical exams. The tutors at Ask Learning Academy are exceptional; their level of knowledge and support throughout the course has been second to none. They maintained constant communication with me throughout the duration of the course. If I ever had any problems or topics I was unsure of, I was always able to contact one of my tutors and would hear back from them almost immediately.

My overall experience with Ask Learning Academy has been a very good one, and I would recommend them to anyone wishing to pursue a career in dental nursing."

***Hannah Quirit  
Qualified 2019***

"Studying with Ask Learning Academy has been great for me personally. Though the workload can be intense, it is really worth it in the end. Lorna and Wendy have been so helpful and supportive throughout the course, I don't think I would have passed without them. They explained things to me in ways I could understand and remember without spoon feeding the answers. They are very approachable so I felt really comfortable asking them any questions. If you are a trainee dental nurse or an employer that is looking for a course provider, I would definitely recommend Ask Learning Academy."

***Nicola Barber  
Qualified 2020***

"I recently qualified as a dental nurse taking the national diploma with Ask Learning Academy. The course was great from the start and the support from the tutors was brilliant. Nothing was ever too much trouble and Lorna and Wendy were supportive right from the start through to getting my results. The course is well structured with workbooks to work through along with weekly online tutorials. I would definitely recommend Ask Learning Academy to anyone looking to train as a dental nurse."





## **NEBDN Diploma in Dental Nursing**



**Put your future in our hands today**

# **Ask**

**for further information**

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