

# Dr. Archana Naik

My drive to be a part of the healthcare sector and make a difference has been at the heart of all I do. I have practised as an associate dentist for 17+ years, however I have also worked as a dental nurse and a hygienist. My strengths as a strong communicator and a collaborative, adaptive leader have been enhanced through the NHS Leadership Programme, and my diploma in Dental Law and Ethics has deepened my knowledge of legal frameworks and regulatory processes. As I proceed to my Masters Year (part-time) this September, I am keen to continue to use my knowledge and experience towards contributing meaningfully to my profession.

## PROFESSIONAL EXPERIENCE

### Lead Dentist and Mentor

(May 2006-Present in various practices)

- **Practiced clinical dentistry for 17+ years** within NHS, mixed, and fully private settings with a commitment to delivering high quality, safe care for patients. Accumulated **100+ 5-star reviews** on patient feedback forms.
- Successfully **led my team** through changes **during Covid-19** with collaborative and compassionate leadership.
- **Trained 15+ overseas dentists** by supporting them with examination preparation, followed by integration into daily working life in the UK and through dentolegal Fitness to Practice (FTP) processes.
- **Recruited apprentices and trained 50+ nurses.** I continue to mentor dental care professionals through their careers, and many are now working as dental hygienists, orthodontic therapists, radiographers, and practice managers.
- **Designed** and implemented **patient empowerment education materials** and trained staff in communication towards treating patients with dignity, respect and delivering patient-centred care.
- **Handled patient complaints productively** through compassionate communication, reflective learning, and training staff regarding the crucial role of feedback.
- **Ran team building workshops** with a focus towards boosting team-morale and wellbeing.
- **Resolved conflicts** within teams with effective mediation through respectful and effective communication.
- **Conducted appraisals, evaluated feedback, and designed new practice policies** for safer working practices through shared-decision making with teams and valuing diverse perspectives.
- Performed and analysed audits regularly as **Clinical Audit Lead and Radiation Protection Supervisor.**
- **Completed** our annual **Data Protection and Security Toolkit** and implemented safer working practices in compliance with GDPR.
- **Scrutinised and analysed performance data** to monitor and revise strategies for business growth and ethical patient care.

## EDUCATION & CERTIFICATIONS

Post graduate diploma in Dental Law and Ethics (University of Bedfordshire, 2022)

UK International Qualifying Examination (GDC, 2006)

Diploma in Dental Hygiene (University of Edinburgh, Dec 1997-Jun 1998)

Bachelor of Dental Surgery (University of Poona, India 1995)

Restorative course (Academy of Clinical Excellence, Feb 2017-Jan 2018)

Certificate Course in Cosmetic and Restorative Dentistry (Oct 2012-Sept 2013)

Orthodontic System Accreditations including Invisalign and Six-Month Smiles

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## LEADERSHIP, TRAINING AND CPD

### Postgraduate diploma (PGDip) in Dental Law and Ethics

(Due to proceed to part-time final Masters year in Sept 2023)

- Clarified my **understanding of regulatory frameworks** within the profession.
- Gained knowledge of how the law is made in relation to the dentolegal space through **analysis of case law and statutory legislation**.
- **Analysed issues** from **ethical, legal, and professional standpoints** across multiple perspectives of a clinician, a dental care professional, a regulator, a solicitor, a politician, and a patient.
- **Scrutinised research** and **delivered innovative strategies and solutions** to challenges facing dentistry today through presentations, podcasts, literature reviews and reflective reports.
- Consistently **scored at the first-class level** on such assignments.
- Learnt about pivotal **leadership strategies** regarding how to support the development of dental professionals as individuals, in teams and within our organisations.
- **Developed critical analysis skills** through **discussions of current Fitness to Practice cases with leaders** in the profession including **GDC FTP panel and council members**.

### NHS Edward Jenner Leadership Programme

- Enhanced personal development and provided me with skills to **lead with purpose and through change**. Implemented this during Covid-19 at my current practice.
- Learnt how to lead through relationships at work **to nurture an open, supportive, and inclusive work culture** that values diverse perspectives.
- Identified that **understanding legal frameworks and processes was crucial towards making system-wide impact** which led me to enrol on my postgraduate diploma course.
- Understood the crucial need for clinical leadership across all levels in organisations.

### Mentor for NHS Coaching and Leadership Academy

- Consolidated my mentoring and training skills for professionals from diverse backgrounds.
- Attained a formal qualification; I am a **registered mentor** on the **NHS Hub**.
- Continue to **support** my colleagues with the **dentolegal challenges** we face today and in the future including **changes in the legal landscape, regulatory compliance, and Fitness to Practice processes**.