



Foundation Dentists

This short guide outlines what you need to do to apply to join the Dental Performer List for England, in preparation for the start of your Dental Foundation Training year. You can apply as soon as you have all of your supporting documentation.

Before you start your application

Register for PCSE Online

Applications to join the Dental Performers List for England are submitted via the PCSE Online portal. This is an easy to use, online service which is also where you will update your details throughout your career, for example, whenever you change status or address.

Top Tip No. 1

To register to use PCSE Online you will first need your GDC number. **You cannot register for PCSE Online until you are registered with the GDC. When applying, please ensure your name on the application matches that held by the GDC.** Please do not register through the Induction & Refresher Scheme.

Once you have your GDC number, click [here](#) and follow the instructions on how to register as a New Performer, or go to the PCSE website (<http://pcse.england.nhs.uk>) and click on the 'Register' tab. Registration takes just a few minutes. Please register for PCSE Online with your personal email address, not an academic email address.

Supporting documents

Once registered on PCSE Online, you need to get your documents ready for your application to join the Performer List for England. The 'Quick Applicant Guide' (see [here](#)) provides a full list of everything you need.

Top Tip No. 2

As long as you've got all your other supporting documents, there's no need to wait for your actual DBS Certificate. You can submit your application with the reference number to evidence you have applied for the DBS. Learn more [here](#).

Make your application

When you are ready with your GDC number, supporting documents and PCSE Online registration details, simply log into [PCSE Online](#) and start your application.

Navigate to the Performer List home screen and click **Start New Application** and fill out the online form. If you need any support completing the form, you can download a [step by step guide](#). Once all sections are complete, you can submit the form.

Next steps

You will get an email from PCSE to confirm we have received your submission. Check your junk or spam mail if this hasn't come through.

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To process your application PCSE will need to check your application and all documents, obtain references and complete a number of background checks. During this process we may contact you by email for additional information.

You can check the status of your application at any time from your Performer List home screen on PCSE Online. If you wish to withdraw your application for any reason, you can also do this from the Performer List home screen.

Identity check

Once the initial checks are completed, a member of the PCSE Performer List team will be in touch to arrange an online video meeting to confirm your identity. You will need photographic ID (your passport or driving licence are both acceptable) for this. **(This may have already happened if we have already been provided with a list of applicants for your area by Health Education England).**

NHS England Decision

Once we have received all the information to support your application it will be sent to NHS England. They will make their final decision and send your application back to us. We will then let you know the outcome via the email address you provided.

If your application is successful, we will send your inclusion letter via email. If your application is unsuccessful, you will be notified of the reasons why.

Remember

- Foundation dentists **can work for 3 months without being included** on the Dental Performer List for England, with the caveat that your online application has been accepted by PCSE and is in progress
- You will receive your performer number before your application is complete. Remember, this number is not confirmation you are included on the Performer List
- Your Performer List inclusion is complete only **when** you receive your official inclusion letter from PCSE

When you have joined the Dental Performers List for England your details will be made available on the public-facing [Performer List website](#).

Useful links

- Find your Performer Number details [here](#)
- Visit our dedicated Dental Performer List page [here](#) for further support
- Use our online enquiry form to [contact us](#)