

# Susquehanna Community Health & Dental Center

## Job Description

**Title:** Dentist

**Reports to:** Dental Director/Operations Manager

### **Position Summary:**

Responsible for patient care within the realm and licensure of a general dentist in the Commonwealth of Pennsylvania. Recognizes various age related needs and provides age appropriate care as indicated.

### **Essential Duties and Responsibilities:**

- Examines individuals requesting care, diagnoses their dental/oral conditions, prescribes and carries out, or directs others in carrying out, appropriate dental/oral treatment, or refers individuals for specialty consultation or treatment in conformance with approved clinical protocols and guidelines.
- Records patient-dentist transactions as they occur in the patient's dental record so that the dental record accurately and completely reflects the nature of the contact, the condition of the patient, and the care or treatment provided.
- Educates individuals in the nature of oral health related conditions and in the general promotion of oral health related disease prevention and documents in the chart.
- Assists in the provision of continuing education, on-the-job training, and the orientation of staff.
- Assists with implementation of Dental policies, protocols, and procedures which are in compliance with the most current accepted professional standards.
- Maintains awareness of patient relations and takes appropriate corrective action as needed.
- Refers patients for evaluation and care of dental specialists and physicians as needed.
- Works with dental clinic staff to establish preventive maintenance, inventory management, hazard communication, and laboratory case management systems.
- Provides interpretation of radiology films.
- Participates in short and long term program planning for the Dental Clinic, including development of goals and objectives.

- Participates in recruitment/retention activities as necessary.
- Performs other related and/or necessary tasks to achieve organizational and programmatic goals and objectives.

### **Education and Experience**

- Graduate of an accredited dental school with either a D.M.D or D.D.S. degree with unrestricted license by the Commonwealth of Pennsylvania and current Drug Enforcement Administration (DEA) certificate.
- One year experience with appropriate training preferred.

### **Key Competencies**

- Interpersonal skills with patients, employees, and others.
- Problem solving skills
- Team work
- Confidentiality

### **Physical demands:**

Requires corrected vision and hearing to normal range. Requires working under stressful conditions.

### **Working Conditions:**

Exposure to communicable diseases and body fluids under normal clinic conditions. Personal protective equipment and procedures are available and mandated.