



JOB DESCRIPTION

Title: Dentist

Classification: Non-Exempt

Department: Administrative Team

Reports to: CEO and Dental Director

Coordinates With: Dental Staff which includes: Dentist/s, Hygienist/s, Assistant/s. Also, with Center staff which includes: CMO, Providers, Clinical Support - LPNs, Medical Assistants, Phlebotomists, Registered Nurse; Intake Specialists, Pharmacy staff and Leadership team to include CEO and COO.

PURPOSE: A full time, non-exempt position responsible for administering, maintaining, and expanding a program of primary (and in selected instances, secondary care) and preventive dental care in a community health center setting. The Dentist supervises the dental staff of the community health center and represents the dental staff to the Chief Operating Officer.

Essential Functions:

1. 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.
2. 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. In addition, the Dentist shall complete referrals, data collections instruments and other records or paper works as shall be required from time to time by the corporation.
3. Educates individuals in oral health related conditions and in the general promotion of oral health related disease prevention.
4. Serves on the dental staff and other center committees as assigned. Serves as Chair of the Dental Department's PI committee and Peer Review Committee.
5. Prepares and submits monthly written reports on Dental Department issues, concerns, program status, initiatives, and progress to the Clinical Director for submission to the Chief Operating Officer and the Board of Directors. Prepares specific reports as requested by the community health center's Chief Operating Officer.
6. Assists in the provision of continuing education, on-the-job training, and the orientation of community health center staff as requested.
7. Designs, develops, and implements appropriate Dental Department policies, protocols and procedures which follow the most current accepted professional standards.



Bond Community Health Center, Inc.

8. Assists in the provision of technical assistance and health education to the community as requested.
9. Participates in short- and long-term program planning for the Dental Department and the agency, including development of goals and objectives.
10. Performs periodic evaluations of all Dental Department professional providers as directed by the policy of the corporation.
11. Responsible for personal as well as Departmental full compliance with all applicable federal, state, local and center rules, regulations, protocols, and procedures governing the practice of dentistry and the clinical provision of dental care as well as those relating to, but not limited to, personnel issues, workplace safety, public health, and confidentiality.
12. As directed by the Dental Director, performs other related and/or necessary tasks to achieve organizational and programmatic goals and objectives.

Education and Training:

1. Graduation from an accredited dental school
2. Completion of an accredited general practice residency program is preferred
3. Minimum of five years clinical experience preferred
4. Ability to be clinically fluent in Spanish preferred
5. Knowledge of public health principles and practices preferred
6. Excellent interpersonal and written communication skills required
7. Ability to maintain appropriate clinical privileges required, hospital privileges preferred
8. FTCA coverage or private professional malpractice insurance obtainable.

Licensure and Credentials:

1. Unrestricted license to practice dentistry in the State of Florida
2. Current CPR (BLS) certifications. ACLS preferred.
3. Florida DPS and DEA registrations.
4. Medicare and Medicaid provider numbers.



Skills and Abilities:

Requires a comprehensive knowledge of primary dental care in outpatient settings; Knowledge of the Principles and Practice of modern dentistry as related to public health organizations and community health programs as well as current social and economic problems pertaining to public health and their impact on primary health care. The Dentist must be cognizant of the prevalent stressors and their impact on both the professional provider and the patient populations in the community health center primary care settings. The individual in this position must also be aware of pressures, economic and other wise, from private, public, and legislative arenas as they mold the climate in which public health agencies operate. The Dentist of the center must be able to creatively work with other health care professionals from a variety of disciplines to achieve maximal productivity and programmatic effectiveness while continuously promoting the growth and development of fellow professionals, exercising appropriate supervisory control, and displaying good work judgment.

PHYSICAL DEMANDS / WORKING CONDITIONS:

Prolonged sitting or standing may be required. Those physical movements and the degree of mobility normally associated with the practice of primary care dentistry will be performed on a repetitive basis. The ability to distinguish letters and symbols, as well as the ability to utilize telephones, computer terminals, and copiers is required. Work under stressful conditions as well as irregular hours may be required. Frequent exposure to communicable diseases, body fluids, toxic substances, medicinal preparations, radiation, and other conditions common to a clinical environment may routinely be encountered.

OSHA Blood Borne Pathogen Exposure Classification:

Category I

The center reserves the right to revise or change job duties and responsibilities as the business need arises. In compliance with EEOC 29 CFR part 1630, if the essential functions of this position cannot be performed in a satisfactory manner by the employee, further accommodations shall be made if it does not constitute undue hardships upon this organization.

SPECIFIC REQUIREMENTS

1. Read, write, and speak the English language.
2. Organize work.
3. Work harmoniously with other personnel.
4. Give clear verbal and written instructions.
5. Work independently.
6. Knowledgeable in the use of computers and Dental Software System / Dentrix.
7. Move intermittently throughout the workday.



Bond Community Health Center, Inc.

8. Sit for long periods of time.
9. Cope with interruptions, be flexible and be a team player.
10. Possesses sight/hearing senses or uses prosthetics that will enable these senses to function adequately so that the requirements of this position can be fully met.
11. Possesses flexibility, personal integrity, and the ability to work effectively with other staff members.
12. Work in an office environment for long periods of time.

EMPLOYEE: _____

DATE: _____

SUPERVISOR: _____

DATE: _____