



MISSION

Delivering patient centered, accessible, quality-driven, medical, dental, and behavioral healthcare, to all generations to strengthen the health status in the communities we serve, regardless of the ability to pay.

JOB DESCRIPTION

POSITION:

Dentist

Reports to:

Dental Director/Chief Executive Officer

Revised:

March 2020

Department:

Clinical

FLSA:

Exempt

Position Summary: Under the general supervision of the Dental Director, the Dentist is responsible for administering, maintaining, and expanding a program of primary (and in selected cases, secondary) care and preventive dental care in a community health center setting.

Supervision Exercised: Provides team leadership to Dental Staff

Position Responsibilities:

1. Performs quality clinical and radiographic evaluations to diagnose and treat diseases of the oral cavity.
2. Promotes oral health by providing educational information on all phases of preventive and restorative dentistry and oral hygiene.
3. Reviews and follows all dental clinic protocols, policies, and procedures
4. Documents and follows treatment plans that include appropriate preventive and restorative therapy.
5. Manage medical/dental history with a comprehensive evaluation of the patient's general health.
6. Address all contra-indications pertaining to treatment and identify patient's chief complaint or reason for visit.
7. Maintain the baseline radiographs and any other radiographs necessary to diagnose and treatment plan the case.

Position Qualifications:

1. Skill in providing excellent customer service and support; organizing and prioritizing workload and meeting deadlines; and excellent written and verbal communication.
2. Skill in administering, maintaining, and expanding a program of primary (and in selected instances, secondary) care and preventive dental care in a community health care setting.
3. Treatment should include but not be limited to the following: elimination of pain, removal of carious lesions, restorative, periodontics, endodontics, prosthodontics, and oral surgery.
4. Ability to interact effectively and professionally with persons from diverse cultural, socioeconomic, education, racial, ethnic and professional backgrounds.
5. Ability to work effectively with managers, co-workers, members of the public and professional groups.
6. Ability to communicate effectively, clearly, concisely with others (internal and external customers, both verbally and in writing), consistently demonstrate positive/proactive customer service attitude. Consistently maintains ethical behaviors exemplary of quality public service and fair standards, inclusively, among all employees and members of the public.
7. Ability to work as an effective team member; function independently, exercise sound judgment and initiative; be flexible to shift priorities; maintain confidentiality; establish and maintain effective interpersonal work relationships, effectively assist providers; work toward goals and objectives of draft priorities.
8. Ability to follow NHC Clinic practice guidelines – including adhering to the NHC immunization policy and the NHC Mission and Vision and NHC Corporate Compliance Policy.
9. Ability to receive constructive feedback including evaluation of provider's productivity and practice attributes.
10. May be asked to perform other duties that align with NHC's mission, including but not limited to participation on clinical committees, providing education, Quality Review and/or other activities.

Minimum Qualifications:

1. Ability to perform each position responsibility satisfactorily with or without reasonable accommodation. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties of the position.
2. Ability to understand that safety is a condition of employment. Unsafe acts or conditions will be reported to the supervisor or Site Coordinator.
3. Must be computer literate with ability to enter information in the NHC EHS system and compile reports or data as requested.
4. Must be able to read, write and speak English.

Education and/or Experience:

- Graduation from an accredited high school or equivalent plus licensed to practice as a dentist in the State of North Dakota DDS or DMD (a degree in dentistry)

License and/or Certification:

- Licensed to practice in the State of North Dakota
- Current CPR certification required
- Valid North Dakota Driver's License
- Current Immunization Records
- Current PPD
- Must be able to meet and maintain current NHC credentialing and privileging requirements.

Special Requirements:

- Must be willing to travel between NHC health centers. Must be willing to work evening hours and weekends if necessary.

Appearance Standards: This position shall follow the appearance standards as outlined in the NHC Personnel Appearance Policy.

While performing the duties of this position, the employee is exposed to weather conditions prevalent at the time. The employee may experience exposure to dust, pollens, pollutants, fumes, and communicable diseases as related to the health care environment. The noise level in the work environment is usually moderate.

Physical Requirements:

NHC CLINICAL STAFF				
	Not Applicable	Occasionally	Frequently	Constantly
Stand			X	
Vision – near			X	
Vision – w assistance			X	
Walk			X	
Sit			X	
Reach outward		X		
Reach above shoulder		X		
Climb	X			
Crawl	X			
Squat/kneel		X		
Bend		X		
Lift/Carry				
10lbs or less			X	
11-20 lbs		X		
21-50 lbs		X		
51-100 lbs	X			
Over 100 lbs	X			
Push/Pull				
12 lbs or less		X		
13-25 lbs		X		
26-40 lbs	X			
41-100 lbs	X			
Not Applicable	Activity does not apply to this position			
Occasionally	Position requires this activity up to 33% of the time (0-2.5 hours per day)			
Frequently	Position requires this activity from 33%-66% of the time (2.5-5.5 hours per day)			
Constantly	Position requires this activity more than 66% of the time (5.5 hours + per day)			

Travel: is not required It is anticipated that travel will be: 5% - 10% 50% - 75%
 10% - 25% 75% - 90%

The specific statements shown in each section of this Job Description are not intended to be all-inclusive. They represent typical elements and criteria considered necessary to perform the job successfully. The job’s responsibilities/tasks may be modified and/or expanded over time. Northland CHC will inform the employee when changes in the respective job description are made.

I have read and understand the duties / physical requirements indicated in this job description and acknowledge that I am able to perform these duties with or without reasonable accommodation. I understand that failure to adhere to these responsibilities could be grounds for disciplinary action up to and including termination of employment.

Print Name _____ Signature _____ Date _____