



## **SWLA CENTER FOR HEALTH SERVICES JOB DESCRIPTION**

**JOB TITLE:** Dentist  
**DEPARTMENT:** Dental  
**SUPERVISED BY:** Dental Director

### **SUMMARY:**

Examines individuals requesting care, diagnoses their dental conditions, prescribes and carries out, or directs others in carrying out, appropriate therapy, or refers individuals for specialty consultation or care in conformance with approved clinical privileges. Educates individuals in the nature of oral health related conditions, in the general promotion of health and the prevention of oral disease.

### **EDUCATION, TRAINING AND EXPERIENCE:**

1. The incumbent must possess the degree of Doctor of Dental Surgery or Doctor of Dental Medicine from an approved school of dentistry.
2. Must be licensed in the state of Louisiana. In addition, the incumbent must possess knowledge of the basic concepts, principles, and practices of supervision and the ability to apply them.
3. CPR certified.

### **JOB RESPONSIBILITIES:**

1. Records patient-dentist transaction as they occur in the medical/dental record (in an organized format utilizing standard nomenclature) so that the record accurately reflects the nature of the contact, the condition of the patient, and the care provided, in addition, completes referrals, data collection instruments and other records or paper works as required.
2. Serves on medical/dental staff meetings as assigned and participates in the quality assurance program of the center.
3. Assists in the provision of continuing education, on-the-job training and orientation of center staff as requested.
4. Assists in the provision of technical assistance and health education to the community as requested.

## **Dentist**

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5. The incumbent of this position is under the general supervision of the Dental Director. The clinical work of the incumbent is expected to be definitive, and is evaluated through the Quality Assurance Program of the Center.
6. The work of the position consists of the broad functions of dental medicine, education, prevention, cure, and rehabilitation. Assignments are categorized by breadth and intensity of effort and generally involve the simultaneous application of multiply distinct skills, knowledge, and abilities in the care of one or more patients.
7. The work of the position involves moderate risks with exposure to contagious diseases (including TB, Hepatitis, and AIDS) adverse weather, occasionally hostile patients, various dental materials (including mercury), dental power equipment, and radiation.
8. The purpose of the contact with individuals or groups is to educate, influence, and motivate the individuals and groups to understand and to accept recommended medical/dental therapies.

**PHYSICAL DEMANDS- SEE ATTACHED**

**PHYSICAL DEMANDS**

**Based on an average eight (8) hour work day.**

**FREQUENCY:**

Occasional = 1% - 33%  
1.0 - 2.5 hrs/day

Frequent = 34% - 66%  
2.5 - 5.5 hrs/day

Continuous = 67% - 100%  
5.5 - 8 hrs/day

Standing/Walking:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	
Sitting:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	
Pulling/Pushing:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	up to <u>50</u> lbs.
Bending/Stooping:	<input type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	
Climb/Balance:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	
Reach:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	
Lifting :	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	up to <u>25</u> lbs.
Carrying:	<input checked="" type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous	up to <u>25</u> lbs.

Manual Dexterity:	Gross Motor Skills	<input type="checkbox"/>	Occasional	<input checked="" type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous
	Fine Motor Skills	<input type="checkbox"/>	Occasional	<input checked="" type="checkbox"/>	Frequent	<input type="checkbox"/>	Continuous

Use hands in repetitive movements:	<input checked="" type="checkbox"/>	Left	<input checked="" type="checkbox"/>	Right		
Use feet in repetitive movements:	<input type="checkbox"/>	Left	<input type="checkbox"/>	Right		
Vision/Speaking/Hearing:	<input type="checkbox"/>	Occasional	<input type="checkbox"/>	Frequent	<input checked="" type="checkbox"/>	Continuous

(Lab personnel must pass the Ishihara's Test for color blindness)

**WORKING CONDITIONS:**

Daily exposures:

<input type="checkbox"/>	vapors / fumes	<input type="checkbox"/>	moving mechanical parts	<input checked="" type="checkbox"/>	needles / syringes
<input type="checkbox"/>	temperature changes	<input type="checkbox"/>	chemical and biological hazards	<input checked="" type="checkbox"/>	patient contact
<input type="checkbox"/>	waste handling	<input checked="" type="checkbox"/>	electrical equipment	<input checked="" type="checkbox"/>	blood / body fluids

Use of protective gear:

<input checked="" type="checkbox"/>	face shields	<input checked="" type="checkbox"/>	gloves	<input checked="" type="checkbox"/>	respirators	<input checked="" type="checkbox"/>	fluid-resistant coats
<input type="checkbox"/>	ear protection	<input checked="" type="checkbox"/>	masks	<input checked="" type="checkbox"/>	goggles	<input type="checkbox"/>	other_____

Environment:

<input checked="" type="checkbox"/>	Indoors	<input type="checkbox"/>	outdoors
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Typical working hours (may be altered due to departmental needs):

<input checked="" type="checkbox"/>	regular hours	<input type="checkbox"/>	irregular hours
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- Prolonged sitting or standing may be required.
- Those physical movements and the degree of mobility, manual dexterity and hand-eye coordination normally associated with dental assisting in general proactive dentistry will be performed on a repetitive basis.
- Work under stressful conditions as well as irregular hours may be required.
- Frequent exposure to communicable disease, body fluids, toxic substances, medicinal preparations, radiation and other conditions common to a clinical environment may routinely be encountered.

**MISSION AND CUSTOMER SERVICE:**

1. Demonstrate the Mission and acts in ways that advance the best interest of the customers entrusted to our care. Positively represents SWLA Center for Health Services (SWLA) in the workplace and the community.
2. Present a professional image: apparel and appearance are appropriate according to SWLA department dress code.
3. Demonstrate effective communication and listens attentively to customer and promptly acts upon requests with consideration for patient privacy. Keep customer informed about their care and treatment in a comfortable atmosphere.
4. Respect the gifts and talents (the diversity that co-workers bring to their jobs) of each other. Demonstrates effective communication and assists co-workers as necessary.
5. Respect the privacy and confidentiality of the customers we serve, our physicians, co-workers and the community.
6. Practices safe work habits and maintain a safe environment for self, co-workers, patients, and visitors.
7. Work collaboratively to solve problems, improve processes, and develop services. Acts as an advocate for our customers.
8. Complies with organization/department policies and procedures, including but not limited to confidentiality, safety, cooperation/flexibility and attendance.
9. Understands and complies with applicable federal/state laws and Standards of Conduct as related to assigned job duties.
10. Participates in departmental or organizational quality. Continuous performance improvement activity.

**I have read and understand my job description.**

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Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resource Signature

\_\_\_\_\_  
Date