



JOB DESCRIPTION

POSITION:

Reports to:

Approved:

Revised:

Department:

FLSA:

DENTAL HYGIENIST

Dental Director

July 18, 2012,

March 18, 2013; Oct. 9, 2018

Dental

Non-exempt

Basic Function: Primarily responsible for the direct provision of oral hygiene and appropriate preventative services to dental patients and provides appropriate oral health information and education to individuals and groups. Performs assignments which require knowledge of the principles and practices of modern oral hygiene and periodontal patient care.

Essential Functions:

1. Provide clinical oral hygiene services including dental prophylaxis, scaling, root planing, sealant application, tooth polishing, fluoride application, administration of local anesthesia when necessary consistent with applicable state law in the office and at remote sites (schools, etc).
2. Obtain baseline oral hygiene assessment data, based upon accepted principles of oral hygiene and periodontal care. Assist in the oral health management of all clinic patients.
3. Upon referral from the dentist, examines patient's surrounding tissues and teeth to determine extent of abnormal condition requiring treatment and determines dental hygiene treatment plan.
4. Performs independent procedures as delegated and directed by a dentist in accordance with state regulations as law as well as department protocols and directives.
5. In post-operative care of oral surgery and periodontal surgery patients, performs suture removal, dressing changes, applies topical anesthetics, and instructs patient in home care therapy and proper diet as it relates to oral health. In oral cancer patients, takes impressions for construction of mouth guards, applies fluoride, and maintains recall system for careful follow-up of each patient. Educate patient on daily oral health and fluoride treatment needs.
6. Perform additional procedures such as recording medical and dental histories, review patient's dietary habits, administer caries prevention agents, desensitize root surfaces, root planing, and take and pour impressions for study casts.
7. Record patient-hygienist transactions in patient's electronic dental record to assure the record accurately and completely reflects the nature of the contact, the condition of the patient, and the care or treatment provided.
8. Instruct patient at chair-side on oral hygiene. Plan and adapt instruction in home care techniques and select appropriate adjuncts (floss, proxobrush, etc.) tailoring them to the oral hygiene needs and oral problems of individual patients.
9. Instructs other medical staff in proper techniques of oral hygiene to be applied to young patients, bedridden, disabled and chronically ill patients. Presents lectures and demonstrations in oral health care to various patient and community groups.

10. Complies with CHC Standards of Conduct and Corporate Compliance.

Secondary Functions:

11. Integrate appropriate dental hygiene care with other health care professionals involved in the patient's health care management.
12. Participate in the quality improvement program of dental department.
13. Follows CHC's policies and procedures.
14. Use PPE as appropriate.
15. Understands role in Disaster Plan and that safety is a condition of employment.
16. Serves on various CHC and community committees as required/requested.
17. Attends meetings, seminars, and conferences as appropriate to ensure skills and knowledge remains current.
18. Other duties as assigned.

Minimum Qualifications:

1. Ability to perform each essential function duty satisfactorily with or without reasonable accommodation. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. Graduate of an accredited school of dental hygiene.
3. Valid Arizona license to practice dental hygiene.
4. Dental certification.
5. CPR certified (BLS).
6. Possess a valid driver's license.

Preferred Qualifications:

1. Knowledge of NextGen and EDR software systems.
2. Bi-lingual (English/Spanish/Navajo) language skills.
3. Knowledge of Microsoft programs with the ability to effectively communicate using Outlook.

Appearance Standards:

This position shall follow the appearance standards as outlined in Canyonlands' Personnel Policy "*Dress and Personal Appearance*".

Physical Requirements:

Dental Clinical Staff - All Levels				
	Not Applicable	Occasionally	Frequently	Constantly
Stand			X	
Vision - near				X
Vision – w/assistance				X
Walk		X		
Sit				X
Handling				X
Reach outward			X	
Reach above shoulder			X	
Climb	X			
Crawl	X			
Squat/kneel		X		
Bend		X		
Lift/Carry				
10 lbs 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 hrs per day)			
Frequently	Position requires this activity from 33%-66% of the time (2.5-5.5 hrs)			
Constantly	Position requires this activity more than 66% of the time (5.5 hrs +)			

OSHA CATEGORY CLASSIFICATION:

I understand that the duties that are requested of me place me in a category I.

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.

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

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. **Canyonlands 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.		
Print Name	Signature	Date