



JOB DESCRIPTION

POSITION:

Reports to:

Approved:

Revised:

Department:

FLSA:

DENTIST

Dental Director

April 12, 2013

6/12/14; 2/2/22

Dental

Exempt

Basic Function: To fulfill mission of center by providing comprehensive dental care where the needs of the patient are always the primary concern. Provides comprehensive general dental care to a wide variety of patients in a quality oriented, efficient, and cost-effective manner.

Essential Functions:

1. Ability to deliver high quality dental care in a clinical setting.
2. Ability to deliver high quality general dental care to a diverse patient population according to the following five life cycles: (a) prenatal, (b) pediatric, (c) adolescent, (d) adult, and (e) geriatric.
3. Interest in fostering the dentist-patient relationships and motivating patient cooperation towards the delivery and acceptance of dental care.
4. Ability and evidence of competence in general office procedures.
5. Ability to employ the SOAP format or equivalent of recording patient treatment in the dental chart.
6. Ability to deliver dental care which is considered reasonable, prudent, and within the abilities of a general dentist; to include, but not limited to, the following procedures:
 - a) Diagnostic- Comprehensive, periodic and limited examination and the use of all adjuncts (i.e., x-rays, diagnostic casts, etc.) in delivering both regular and emergency care.
 - b) Preventive- dental prophylaxis plus topical application of fluorides, oral hygiene instruction, application of sealants and the construction of space maintainers.
 - c) Restorative- amalgams, composite resins, crowns, stainless steel crowns, post and core build-ups.
 - d) Endodontic- root canal therapy on anterior, bicuspid and molar teeth.
 - e) Periodontics- root planning and diagnosis of periodontal conditions; limited surgical procedures.
 - f) Removable Prosthodontics- the construction of full and partial dentures, relines, and repairs.
 - g) Fixed Prosthodontics- the construction of crowns and bridges.
 - h) Oral Surgery- simple extractions. Limited surgical procedures (i.e. root recovery, soft tissue impactions, alveoloplasty).
 - i) Adjunctive Services – N2O sedation, fabrication of occlusal night guards.
7. All dentists will participate in the Center Quality Assurance program including peer reviews.
8. Maintain and poses a current license to perform Dentistry in Arizona, including required continued education.
9. Complies with CHC Standards of Conduct, Code of Conduct and Corporate Compliance.

Secondary Functions:

1. Strive to produce, in a cost-effective and quality- oriented way, the following production goals:
2. \$1,500 gross production per day minimum
3. Strive to accomplish Canyonlands goals as set forth. (See 10 Keys to dental sustainability protocol).

4. To work during the clinical sessions as assigned by the Dental Director and be prepared to begin work during these clinical sessions in a punctual manner.
5. To supervise and work in a professional, cooperative, and congenial manner with the dental auxiliary staff (i.e. hygienist, dental assistants, and dental receptionist)
6. To complete the administrative duties associated with the practice of dentistry including the writing of patient treatment, i.e. progress notes in SOAP format or equivalent writing and follow-up of patient referrals, patient lab cases, answer patient telephone calls regarding treatment and ensuring the accuracy of treatment plans submitted to insurance plans for preauthorization.
7. To complete all continuing education hours required by the Arizona Board of Dental Examiners (BODEX) guidelines and submit proof and documentation as requested.
8. To attend all staff meetings as required.
9. To be available for consultation with the Center's Medical Staff regarding patient dental problems.
10. Take emergency on-call duties if required according to the emergency on-call policy.
11. Maintains satisfactory or better on annual evaluations.
12. Use PPE as appropriate.
13. Understands role in Disaster Plan and that safety is a condition of employment.
14. Follows CHC's policies and procedures.
15. Serves on various CHC and community committees as required/requested.
16. Attends meetings, seminars, and conferences as appropriate to ensure skills and knowledge remains current.
17. 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. Doctor of Dental Surgery (DDS) or Doctor of Dental Medicine (DMD) from a dental school accredited by the American Dental Association
3. Licensure from the Arizona State Board of Dental Examiners
4. Current Arizona State Licensure Renewal Certificate
5. Current DEA Number certificate
6. CPR certified (BLS)
7. Possess a valid driver's license.
8. Ability to read, write and speak English.
9. Good interpersonal and human relations skills are required. Must possess skills to empathize and care for a variety of patients, including low-income and diverse cultures and treat everyone (internal and external customers) with respect and dignity.
10. Ability to maintain confidentiality at all times in all situations and follow the laws and intent of the most current HIPAA laws and regulations and Canyonlands' security and privacy policies.

Preferred Qualifications:

1. 1 year of directly related experience.
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 "*Personal Appearance*".

Physical Requirements:

Dental 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: ☒ 0% – 10% ☐ 50%-75%
☐ 10% – 25% ☐ 75% - 90%
☐ 25% – 50%

Canyonlands requires all employees to be fully vaccinated against Covid-19 as a condition of employment. Employees may request exemption from the vaccine requirement for medical or religious reasons.

Canyonlands requires all staff to be vaccinated for Flu, Hep B, MMR, Tdap, and Varicella. New employees must be screened for Tuberculosis.

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