

**SUMMARY:**

The staff Dentist will be the lead practitioner regarding preventive oral health and is responsible for dental treatment and care of health center dental patients. Dental services include routine and deep cleanings, extractions, fillings (amalgam and composite), anterior root canals, single unit crowns, removable prosthodontics (dentures, partials and stayplates) and patient education. The Dentist must be able to evaluate and treat diseases of the oral cavity that fall within the scope of general dentistry. In addition, the Dentist must know when to refer to an outside specialist, pathology or treatment beyond the scope of a general dentist. The Dentist needs to be adept at Electronic Dental records, including the proper reading of digital x-rays. The Dentist must be able to diagnose or treat diseases and lesions of the human teeth, alveolar processes, gums, jaws and associated structures. This may include the use of drugs, anesthetic agents, and physical/clinical evaluation.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:**

1. Supports and implements the organization's vision, mission and value.
2. Determines priorities and method of completing daily workload to ensure that all responsibilities are carried out in a timely manner.
3. Performs all job functions in a professional and courteous manner. This includes answering all phone calls and emails timely and providing excellent customer service to internal and external customers.
4. Fosters and promotes a culture of service excellence and accountability.
5. Performs and documents oral healthcare (including oral cancer screenings) and risk assessments that include the review of patients' health history, health status, BP recordings, and review of medications, and allergies at all initial, and recall visits, and other visits when merited.
6. Treats an adequate number of patients per day in order to sustain the mission, and vision of the organization. Patients will include all age groups and many with extensive health histories that should be part of the evaluation when crafting a treatment plan for each patient. Also performs acceptable number of procedures on a daily basis.
7. Documents descriptions of procedures including tooth/area treated, amount of anesthetic used, soft, and hard tissue descriptions, and post op instructions accurately.
8. Proficient in diagnosis, and treatment planning, periodontics, restorative dentistry, removable prosthodontics, simple endodontics, tooth decay removal, minor oral surgery procedures.
9. Provides instruction on diet, brushing, flossing and other aspects of oral health to patients.
10. Provides and consistently documents relevant education for reports, patients, and co-workers.
11. Seeks guidance from supervisor when needed.
12. Participates in peer review and orientation activities as requested.
13. Participates in committees when requested.
14. Cooperates in call panel as scheduled.
15. Monitors supplies and materials used with the assistance of the dental staff in order to decrease expenses.
16. Supervises the activities of the dental assistant(s) to assure that cleaning and sterilization procedures are correctly followed and monitors all risk related clinical issues to ensure proper protocols are used and risk is minimized.
17. Maintains professional appearance in accordance with Gracelight Community Health policies and procedures.
18. Uses discretion and judgment in handling sensitive or confidential information, answers all employee and client inquiries in a timely and courteous manner and listen to employee disputes and understands which decisions can be made alone and which decisions need to involve others.

19. Complies with organizational policies and procedures.

20. Perform all other duties as assigned.

**QUALIFICATIONS:**

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION/EXPERIENCE:**

- Requires Doctorate in Dentistry from an accredited dental school
- Requires bachelor's degree from a 4-year college or university
- Requires unrestricted license to practice dentistry.
- DEA license.
- At least 3 years related experience preferred.
- Prior experience with Patient Centered Medical Home model of care delivery preferred.
- Working knowledge of spoken Spanish preferred.
- Ability to work independently, set priorities, and work well under pressure.