

## **MISSION CITY COMMUNITY NETWORK - JOB DESCRIPTION**



Mission City  
Community  
Network, Inc.  
"A Community Health Network"

**Job Title:** Dentist  
**Department:** Dental  
**Reports to:** Dental Director

### **SUMMARY:**

Under the supervision of the Dental Director, perform all duties as expected for routine dental care for children and adults including but not limited to examinations, diagnosis, extractions, fillings, some restorative work and uncomplicated root canals.

### **I. Qualifications:**

#### **A. Education, Training, AND Experience:**

1. Graduate from an accredited Dental School/Doctoral Degree (DDS/DMD).
2. California State dental license.
3. At least 1 years of experience providing dental care.
4. DEA certificate.
5. Current BLS CPR Certification.
6. Experience with Electronic Dental Records and digital radiography required.
7. Strong communication and interpersonal skills.
8. Bilingual in Spanish strongly recommended.

#### **B. KNOWLEDGE, SKILLS AND ABILITIES:**

1. Thorough knowledge and ability in the art of dental examination, diagnosis and treatment.
2. Thorough knowledge of the principles of dental disease prevention.
3. Considerable knowledge of the principles of dental health education.
4. Considerable ability to deal tactfully and efficiently with patients and staff.
5. Provide professional consultation to other staff dentists when needed.
6. Willingness to participate in community events such as health fairs, etc.

#### **Other:**

1. Valid Ca license; valid vehicle insurance and available vehicle, as needed.

### **II. Essential Functions:**

1. Examine Patients accepted for dental treatment.
2. Diagnose dental diseases for admitted patients; establish the plan for treatment and prevention of dental diseases.
3. Provide treatment for diagnosed dental disease and /or refer patients to the appropriate and approved agency or professional individual when indicated.
4. Advise patients in the prevention of dental diseases.
5. Perform other clinical duties as assigned by Dental Director.
6. Perform quality assurance audits and peer review as assigned by Dental Director.
7. Provide dental education to clinic clients, in individual or group setting, as assigned by Dental Director.
8. Maintain accurate, legible and complete patient records.
9. Evaluate patients' intraoral & peri-oral hard and soft tissue condition, including; caries, endodontic/periodontal pathology, soft tissue and developmental pathology.

10. Diagnose and treat emergency dental situations such as; toothache, broken tooth/restoration, dislodged crowns/bridges, broken off denture teeth, etc.
11. Develop patient treatment plan including; preventive, endodontic, periodontal, restorative, Prosthetic and follow up care.
12. Typically, all or nearly all of the treatment plan should be done "in house".

III. Internal Interaction

1. Interacts with patients and families in an appropriate manner.
2. Interacts with the various departments within the clinic appropriately.

IV. Working Conditions:

1. Works in a physically safe and clean environment.
2. Reports unsafe conditions to supervisor.

VI. Fiscal Responsibility:

Facilitates cost containment by efficient use of time, resources, equipment, supplies, etc.

**EMPLOYEE ACKNOWLEDGMENT:**

I have read my job description and understand its contents. I agree to perform the duties and responsibilities to the best of my ability. If at any time I have questions about its contents, I will discuss with my supervisor for any clarification. I have received a copy of this job description and understand that it will be used to evaluate my performance both on an ongoing basis and at regular intervals.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date