

Job Description – Dentist

POSITION	Dentist
REPORTS TO	Director/Principal Dentist
FUNCTIONAL RELATIONSHIPS	Patients Dentists Dental Practice Manager Dental Assistants Dental Hygienists Sterilisation Coordinator Dental Technicians Supply Company Representatives
STAFF RESPONSIBILITIES	Dental Surgery Assistant
OVERALL OBJECTIVE OF THE POSITION	The main purpose of this job is to provide and coordinate dental care for patients of the dental practice.
KEY OBJECTIVES / TASKS / RESPONSIBILITIES	PERFORMANCE INDICATORS / OUTCOMES
1. Patients are provided with high quality dental care, with an emphasis on an appropriate level of dental care and compliance with currently accepted practice, current protocols and guidelines and practice standards for all areas of clinical practice	<ul style="list-style-type: none"> • Ensures accurate documentation of assessment and clinical treatment. • Gains patient understanding of condition and treatment options, and informed consent for procedures. • Liaises, where appropriate, with clinical associates and dental specialists involved with the patient’s care. • Undertakes diagnostic, surgical and clinical dental treatment to an appropriate standard and within the scope of training and experience.
2. Committed to continual quality improvement and to developing and maintaining systems for clinical audit	<ul style="list-style-type: none"> • Monitors processes and patient feedback to ensure clinical care remains appropriate to patient needs and requests. • Has an audit and review process for dental care provided. • Has read and understood, complies with and keeps up to date with the practice’s guidelines and protocols for cross infection control, occupational health and safety, and emergencies.
3. Supervises and supports the work of the dental assistant working with him/her	<ul style="list-style-type: none"> • Adequately prepared for each patient. • Ensures the dental assistant understands and complies with cross infection control and occupational safety and health procedures for the dental practice. • Ensures the dental assistant understands and ensures dental recording and charting, and accurately records information provided from the dentist during patient examinations and dental care when these tasks are delegated to the dental assistant.
4. Actively maintaining and improving professional standards and knowledge	<ul style="list-style-type: none"> • Seeks and utilises opportunities for continuing professional development, personal and professional growth and development. • Complies with the NZDA Code of Ethics and relevant Codes of Practice.

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<p>5. Personal conduct maintains and enhances the professional reputation of the practice</p>	<ul style="list-style-type: none">• Promotes a work culture that facilitates team building, collaboration, innovation and creativity, economical use of resources and cultural sensitivity.• A neat and tidy appearance is always maintained. In particular hair below the collar should be tied back and jewellery should not prevent the practice's cross infection control procedures being undertaken.• Positive interaction should be maintained at all times with patients, families, staff of the practice and all people who interact with the practice.• Willingness to undertake other appropriate tasks delegated by the dentist or practice manager.• Seminars, staff meetings and training are attended as required.
<p>IDEAL PERSON SPECIFICATION</p> <p>Skills and knowledge required:</p> <ul style="list-style-type: none">• Bachelor of Dental Surgery or equivalent, registration with the Dental Council of New Zealand, and current annual practicing certificate.• New dental graduate or 1+ years clinical experience with a particular emphasis on general dentistry.• Commitment to clinical excellence and continuing quality improvement.• Commitment to continuing professional development.• High level of interpersonal skills.• Able to communicate effectively with a wide range of people from diverse backgrounds; able to assert oneself confidently and tactfully.• Ability to teach and train dental practice support staff.• Demonstrated ability to work effectively under fluctuating levels of pressure.• Experience in working in a team environment.• The legal right to work in New Zealand.	