

ADAMS COUNTY HEALTH CENTER, INC.

JOB TITLE: **DENTAL HYGIENIST- EXTENDED**

JOB SUMMARY:

Responsible for hygiene department, patient treatment, hygiene maintenance, recall program and other duties as needed. Under general direction, assesses signs of health and disease in oral cavities; implements and evaluates dental hygiene care; provides bacterial plaque control instructions; performs scaling and root planing; performs prophylaxis for sealing and polishing teeth; provides proper oral hygiene instructions; applies fluoride treatments and sealants.

RESPONSIBILITIES:

1. Assesses signs of health and disease in oral cavities; identifies dental hygiene problems; plans, implements and evaluates dental hygiene care; provides bacterial plaque control instructions and the appropriate nonsurgical treatment via preventive oral prophylaxis, nonsurgical periodontal therapy, or periodontal maintenance care.
2. Performs scaling and root planing (deep cleaning) for patients with moderate to severe gum disease; performs prophylaxis for sealing and polishing teeth to remove plaque and bacteria.
3. Provides proper oral hygiene instructions of brushing and flossing; helps patients to set oral health goals and collaborates with them to meet their goals with a minimal cost of time and energy; counsels patients to control dietary sucrose.
4. Applies fluoride treatments to strengthen teeth and prevent decay; applies sealants to prevent pit and fissure cavities.
5. Assists dentist at chair-side during restorative, surgical and endodontic procedures, or as needed/necessary.
6. Cleans and disinfects work area; sterilizes instruments; sets up exam/treatment area for patients; reviews patients' medical history.
7. Share office maintenance duties
8. Cleans hygiene room, sterilized instruments, and prepares hygiene room for patients.
9. Performs scheduling of appointments, answers telephones, collects payments at time of service, etc.
10. Performs assisting, recall, and clerical duties during hygiene downtime.
11. Attends office training and meetings along with continuing education classes as needed.

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12. Performs other duties as assigned.

PLEASE NOTE: This position has no supervisory authority over other employees.

MINIMUM QUALIFICATIONS: RDH-E receives general supervision from the Executive Direct regarding unusual problems, scheduling, emergency or new situations, receives general supervision from the Dental Director regarding patient care procedures; performed recurring and routine work independently.

Education and/or Equivalent Experience:

1. Graduation from a certified course in dental hygiene, plus one (1) year of experience in dental hygiene work.
2. Bachelors or Associate Degree in dental hygiene will substitute for the minimum requirements.

Licenses or Certifications Required:

Current Idaho registration as a Dental Hygienist, including certification for placement of sealants, if licensed before it was included.

KNOWLEDGE/SKILLS/ABILITIES:

1. Knowledge of dental procedures and terminology; skill in dental hygiene techniques and in the use of the tools and equipment of the dental hygienist profession.
2. Capable of working cordially and effectively with doctor, staff members, and patients under varying conditions.
3. Interpersonal/human relations skills
4. Customer service skills.
5. Ability to maintain confidentiality
6. Ability to maintain records and prepare reports related to the work.

This description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.