



## POSITION DESCRIPTION

Position Title	Dentist
Reporting to	Team Leader – Dentist
Liaises with internally	All employees
Liaises with externally	Clients, suppliers, GPs, specialists.
Purpose of the position	<p>The Dentist position will be responsible for the provision of a broad range of clinical duties within the scope of funded dental care services.</p> <p>These services include but are not limited to meeting with patients, assessing their dental health, perform scheduled cleanings, handle complex procedures such as extractions, and work with other staff members such as Dental Assistants and Dental Hygienists to provide SCMSAC clients with quality dental services.</p>
Selection Criteria	<p><b>Essential Criteria</b></p> <ul style="list-style-type: none"> <li>• Dental qualifications and current registration as a Dental Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA).</li> <li>• Sound knowledge of Dental clinical practice, together with demonstrated commitment to maintain and update such knowledge.</li> <li>• Comprehensive knowledge of dental procedures, tools and diagnostics.</li> <li>• Understanding of WHS and Infection Control standards particularly related to Dental Services.</li> <li>• Sound knowledge of community health principles and a commitment to preventative and population health approaches to patient care.</li> <li>• Effective verbal and written communication skills, including the ability to establish and maintain positive and professional interpersonal communications.</li> <li>• Demonstrated computer proficiency, including use of all Microsoft Office applications, clinical record and data systems.</li> <li>• Demonstrated capacity to work effectively in a digital dental environment, including but not limited to electronic oral health records, digital imaging and telehealth systems.</li> <li>• Demonstrated ability to treat a variety of patients including but not limited to children and those with complex medical histories.</li> <li>• Clear National Police History Check and Working with Children Check.</li> <li>• Current Drivers Licence.</li> </ul>

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	<ul style="list-style-type: none"> <li>Being vaccinated against Covid-19 is an inherent requirement of this role, to ensure that SCMSAC fulfils its WHS obligations. The incumbent must remain up to date with current ATAGI (Australian Technical Advisory Group on Immunisation) national advice regarding vaccines and booster shots.</li> </ul> <p><b>Desirable Criteria</b></p> <ul style="list-style-type: none"> <li>Aboriginality*.</li> <li>Experience in Aboriginal Oral Health.</li> </ul>
Behaviours Required	<ol style="list-style-type: none"> <li>Innovative and strategic thinking</li> <li>Client focused</li> <li>Solutions driven</li> <li>Honesty and Integrity</li> <li>Self-motivated</li> </ol>
Organisational Values	<ol style="list-style-type: none"> <li>Deliver excellence through quality service provision, collaboration and measuring outcomes.</li> <li>Be passionate, caring and respectful in everything that we do.</li> <li>Be a socially responsible, culturally supportive presence in each of our communities.</li> <li>Be creative and flexible in our responses to community needs, listen and learn so that we can do things better.</li> <li>Deliver quality evidence-based services with financial integrity to achieve sustainability and measurable outcomes.</li> <li>Contribute to shared learning through research and partnerships.</li> </ol>
Key Performance Indicators	<p><b>Day to Day / General</b></p> <ul style="list-style-type: none"> <li>Perform dental examinations and treatments to ensure SCMSAC clients receive appropriate oral health care services.</li> <li>Maintain concise, complete and accurate clinical patient dental records.</li> <li>Follow Dental Infection Control procedures as per ADA requirements.</li> <li>Maintain your registration as a Dental Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) at all times.</li> <li>Provide significant emphasis on oral health education at individual dental consultations.</li> <li>Ensure appropriate referral of clients for specialist services for further examination and treatment, including x-ray requests forms and referral letters where appropriate.</li> <li>Provide professional guidance and support for dental assistants.</li> </ul>

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	<ul style="list-style-type: none"> <li>• In consultation with your Supervisor, participate in health promotion activities to promote dental services and oral health educational messages to the public.</li> <li>• Attend relevant meetings. Be punctual, prepared, and ready to participate.</li> <li>• Actively participate in monthly documented support and supervision sessions.</li> <li>• Participate in relevant annual performance reviews.</li> <li>• Other duties as reasonably directed by the CEO or delegate.</li> </ul> <p><b>Communication and Collaboration</b></p> <ul style="list-style-type: none"> <li>• Maintain client confidentiality.</li> <li>• Communicate in a professional and respectful manner.</li> <li>• Report matters in line with SCMSAC's Notifiable Events Policy.</li> <li>• Participate in decision-making and joint problem solving.</li> <li>• Build positive partnerships, both internally and externally.</li> </ul> <p><b>Information Technology</b></p> <ul style="list-style-type: none"> <li>• Utilise IT Systems and equipment in line with SCMSAC policy and procedure.</li> <li>• Collect and analyse data, specific to your role.</li> </ul> <p><b>Continuous Quality Improvement</b></p> <ul style="list-style-type: none"> <li>• Actively participate in organisational continuous quality improvement initiatives.</li> <li>• Actively participate in the implementation of outcomes from program quality audits.</li> <li>• Ensure that you are familiar with agency and program accreditations and your obligation to uphold these in your day to day role.</li> </ul> <p><b>Child Safety</b></p> <ul style="list-style-type: none"> <li>• Adhere to mandatory reporting requirements in line with SCMSAC Child Protection and Child Safety Policy and Procedure.</li> <li>• Complete centralised mandatory ROSH reporting process in line with SCMSAC Child Protection and Child Safety Policy and Procedure.</li> </ul> <p><b>Workplace Health and Safety</b></p> <ul style="list-style-type: none"> <li>• Adhere to WHS obligations as outlined in our WHS Policies/Procedures.</li> <li>• Comply with relevant PPE requirements for your role.</li> </ul>

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	<ul style="list-style-type: none"> <li>Report all incidents, hazards and risks in line with SCMSAC Policy and Procedure.</li> </ul>

*\*Aboriginality - Aboriginality is a genuine occupational requirement and racial discrimination is a prohibition as outlined under Section 8(1) of the Racial Discrimination Act 1975.*

### Employee Acceptance

I, \_\_\_\_\_, accept this description is an accurate statement of the duties, responsibilities and other requirements of the job. I have read and understood this document and agree to undertake the duties and responsibilities as listed.

Name/Role	Signature	Date
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