



Position Description

Position Title Dentist

Career Level/Grade D

Position Overview

The Dentist serves as an integral member of the clinical team, delivering comprehensive oral health care in a busy public health dental clinic. The Dentist is responsible for providing compassionate diagnostic, preventive, and restorative dental services to patients of all ages. This role supports the mission to improve access to quality oral health services for diverse and underserved populations in northern Larimer County.

We believe that our people are our greatest strength. Each employee contributes to our shared mission, vision, strategy, and values. We are committed to fostering a workplace that is **Supportive, Impactful, Accountable, and Inclusive.**

Supervision and Fiscal Responsibilities

No direct reports or fiscal responsibility.

May provide guidance and coach others.

Examples of Duties

Provide quality dental services which include, but are not limited to:

- Restorative dentistry, including crowns and bridges.
- Preventative dentistry, including oral cancer screenings, recommendation and application of fluoride varnish/silver diamine fluoride, new patient and recall exams.
- Oral surgery, including simple and surgical extractions.
- Endodontics, including emergency pulpal debridement and non-surgical root canal therapy on anteriors, premolars, and some molars.
- Removable Prosthodontics, including full and partial dentures, immediate dentures when appropriate, and follow up care/adjustments for patients with removable prosthetics.
- Establish treatment plans as required, including phasing treatment plans and explaining timelines, risks, benefits, and periodically reviewing and updating treatment plans throughout the patients' course of treatment.
- Provide emergency same day services as necessary and/or makes appropriate referrals or prescriptions.
- Review medical history and provide appropriate dental and prescription interventions.
- Communicate with specialist/referral offices or medical offices to coordinate patient care.
- Utilize the PDMP when considering prescribing controlled substances.
- Write timely chart notes and set procedures complete.
- Submit pre-authorization requests in a timely manner and submit appeals as needed.
- Pediatric dentistry.

Provide clinical direction to assigned dental assistants as requested by the VP of Client Experience, Dental Services Manager, Lead Dentist, and Dental Assistant Supervisor. Responsibilities may include:

- Interview and hire assistants.
- Train employees.

Health District of Northern Larimer County

Dentist

2

- Plan, assign, and direct work.
- Participate in monthly supervision meetings.
- Provide performance appraisal feedback.
- Address complaints and resolve problems.

In coordination with the Dental Services Manager and Lead Dentist and as priorities shift from time to time:

- Work with school nurses to organize and schedule educational programs on oral health in the schools.
- Perform screenings and fluoride applications for Head Start and public-school pupils.
- Work with other community non-profit organizations and county agencies to provide screenings and communicate the importance of oral health.
- Participate in the achievement of the Health District's Strategic Plan, Quality Assurance Plan and other plans and policies.
- Assist, as requested, in developing policies, performing quality assurance audits and studies as well as participating in community and statewide public health organizations involved in improving dental services to the underserved.
- Attend continuing education to maintain dental skills and licensure; as well as development of supervisory skills, and other skills as needed.
- Ensure OSHA compliance.
- Maintain DEA licensure; write prescriptions as needed, utilize state-sanctioned prescription medication monitoring database(s).
- Utilize Safety Data Sheet (SDS) procedures and perform SDS duties as needed.
- Comply with infection control procedures in the dental clinic.
- Provide quality customer service to a diverse population that includes individuals with physical and mental disabilities.
- Work as a positive and productive team member, participating in group meetings, trainings, retreats, and special events as required.
- Develop and maintain positive, professional, and productive relationships with consumers, the public, other agencies, co-workers, and supervisors.

Qualifications

- Graduation from an accredited dental school with a DDS or DMD degree is required.
- Unrestricted license from the State of Colorado in dentistry is required.
- Willingness to obtain and/or maintain current CPR certification is required.
- Strong interest in preventive care and experience in public health dental care delivery is desired.
- Experience working with Medicaid/CHP+ is desired.
- Completion of a 12-month General Practice Residency in a hospital setting is desired.

Knowledge, Skills, & Abilities

- Wide range of dental skills including preventive, restorative (including crowns and bridges), removable prosthodontics, endodontic services, oral surgery, emergency treatment, and administration of nitrous oxide.
- Ability to maintain confidentiality with protected patient information.
- Intermediate skills in Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook) are desired.
- Experience in medical/dental practice management and billing software (i.e., Dentrix) is desired.
- Ability to use Dentrix or similar software for chair side inputting of dental patient information.
- Ability to communicate well verbally and in writing, and to keep accurate and complete records.
- Commitment to contributing to an inclusive and equitable working and learning environment.

Health District of Northern Larimer County

Dentist

- Ability to effectively interact, work, and develop meaningful relationships with people of diverse backgrounds, including cultures, beliefs, customs, socioeconomic statuses, abilities, genders, gender identities, and sexualities.
- Ability to work with and be sensitive to the needs of those with physical and mental health conditions.
- Ability to maintain professional, positive, productive relationships.
- Ability to work both cooperatively within a team and independently.
- Written and oral fluency in English and Spanish language is desired.

The above job definition information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Job duties and responsibilities are subject to change based on changing business needs and conditions.

Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Must have close visual acuity to perform activities such as preparing and analyzing data and figures, viewing a computer monitor, extensive reading.
- Must be able to sit or stand for prolonged periods.
- Must have eye-hand coordination and manual dexterity sufficient to operate a computer keyboard, telephone, photocopier, and other office equipment.
- Must have the ability to move from place to place on the job.
- Must have the ability to communicate information and ideas verbally so others will understand.
- Requires reliable transportation; valid driver's license and auto insurance if reliable transportation is by personal automobile.

Infection Prevention

Must comply with infection prevention policies for this position. Requirements include providing documentation of MMR, Varicella, Tdap and Hep B (Hep B is optional but strongly recommended) immunizations and compliance with tuberculosis training, screening, and testing on hire.

Equal Opportunity Employer

The Health District is committed to creating an equitable and inclusive workplace and proudly serves as an Equal Opportunity Employer. We welcome applicants from all backgrounds and ensure that all qualified candidates receive consideration for employment without regard to race, color, ethnic or national origin, ancestry, age, sex, pregnancy, disability, genetic information, veteran status, gender, marital status, sexual orientation, gender identity or expression, religion (creed), political beliefs, or any other characteristic protected by federal, state, or local laws.

We believe that diverse backgrounds and perspectives strengthen our organization, so we consider a combination of experiences to meet minimum qualifications. Experience may include related knowledge, skills, abilities, education, work, and lived/living experience. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.