



Position Description

Position Title Dental Hygienist

Career Level/Grade DH

Position Overview

The Dental Hygienist works in partnership to support a team of dedicated dentists in providing the highest standard of dental care to our patients. The Hygienist performs non-surgical periodontal therapy, prophylaxis, full mouth x-rays, new patient charting, and patient education.

Supervision and Fiscal Responsibilities

No direct reports or fiscal responsibility.

Examples of Duties

- Conduct thorough evaluation of patients' oral health through periodontal exams, cleanings, prophylaxis, debridement, scaling with inflammation, scaling/root planing, and periodontal maintenance.
- Accurately assess patients' overall health through written and verbal reviews, documenting and updating vital signs and medical history.
- Recommend appropriate treatment based on findings from oral health evaluations.
- Acquire digital X-rays and intraoral photographs for patients, as prescribed.
- Implement preventative measures, including prophylaxis, scaling with inflammation, and regular periodontal screenings.
- Administer pain management during treatment, utilizing nitrous oxide, topical anesthetics, and local anesthetics.
- Perform cleaning and maintenance of removable prosthetics.
- Execute periodontal therapies, such as periodontal maintenance, debridement, and scaling/root planing.
- Prevent dental decay through the placement of fluorides, silver diamine fluorides, and other medicaments.
- Deliver oral health education in a customized and respectful manner to enhance patient comprehension.
- Manage time for optimal patient flow ensure timely and accurate charting. and coordinate scheduling with front office staff.
- Schedule recall appointments for patients.
- Manage and maintain a thorough hygiene recall system, ensuring patients receive preventive services at recommended intervals.
- Collaborate with school nurses to organize and schedule educational programs on oral health in schools.
- Perform screenings and fluoride applications for Head Start and public-school pupils.
- Collaborate with community non-profit organizations and county agencies to provide screenings and communicate the importance of oral health.
- Provide high-quality, efficient, and effective customer service internally and externally.
- Manage and maintain dental equipment, water lines, and instruments, including sterilization, set up, sharpening, stocking, running lines, changing traps, and cleaning.

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- Order products/instruments as needed to maintain stock.
- Ensure compliance with OSHA standards.
- Adhere to infection control procedures in the dental clinic.
- Obtain continuing education as required through the Department of Regulatory Agencies.
- Work as a positive and productive team member in all Health District activities, including group meetings, trainings, retreats, and special events.
- Develop and maintain positive, professional, and productive relationships with consumers, the public, other agencies, co-workers, and supervisors.

Qualifications

- Bachelor's or associate degree in dental hygiene from an accredited school.
- Colorado Registered Dental Hygiene license in good standing.
- Local anesthesia certification.
- Current CPR certification.
- Experience working with complex dental practice management software strongly preferred.
- Experience providing dental hygiene services in a public health dental setting preferred.

Knowledge, Skills, & Abilities

- Ability to understand the functions, operation, and mission of the organization and directly apply to the clinic's strategic goals.
- Ability to provide outstanding customer service and maintain positive patient relationships, setting an example for clinical staff.
- 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 confidentiality with protected patient information.
- Commitment to contributing to an inclusive and equitable working and learning environment.
- Knowledge of Colorado Medicaid, CHP+, and other dental funding sources preferred.
- Ability to work both cooperatively within a team and independently.
- Ability to communicate well verbally and in writing, and to keep accurate and complete records.
- Intermediate skills in Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook).
- Written and oral fluency in English and Spanish language is preferred.

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.

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- 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.