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| Position Title: | Dental Director |
| Supervision Received: | Chief Operations Officer |
| Supervision Given: | Dentists, Dental Hygienists, and Dental Assistants |
| Department: | Clinical |
| Status: | Exempt |
| Location: | Montrose, Delta, Olathe Clinics |
| Salary Range: | \$155,714 to \$170,000 |

JOB SUMMARY:

To establish and direct consistent high-quality care for patients and their needs at River Valley Family Health Center (RVFHC). An exempt position responsible for providing clinical dental services and preventive dental care in a community health center setting.

CHARACTERISTIC, DUTIES AND RESPONSIBILITIES:

1. Embrace the mission, vision, and values of River Valley Family Health Center.

Functions as a Dental Director:

- Develop and maintain strategic partnerships with key RVFHC partners in established service areas, including but not limited to hospitals, public health agencies, private practices, associations, payers, and the health care community at large.
- Directs and implements QA/QI activities appropriate for Dental Services and develops clinical goals, leads the dental clinical staff to successfully achieve goals as stated in the RVFHC strategic plan.
- Develops, reviews, and revises dental care related policies, protocols, and procedures.
- Processes information for purposes of institutional knowledge-building and reporting/auditing activities.
- Participates in hiring, orientation, evaluates, supervises, supports corrective actions and disciplines dental staff.
- Ensures dental staff compliance with all RVFHC policies and procedures.
- Coaches, mentors, and trains dental staff by setting clear expectations and setting professional development goals for dental staff.

Functions as a Dentist:

- Examine individuals requesting care, diagnose their dental/oral conditions, prescribe and carry out, or direct others in carrying out, appropriate dental/oral treatment, or refer individuals for specialty consultation or treatment in conformance with approved clinical protocols and guidelines.
- Write prescriptions for antibiotics or other medications as needed for dental procedures/care. Advise or instruct patients regarding preventive dental care, the causes and treatment of dental problems, or oral health care services.
- Design, make, or fit prosthodontic appliances, such as space maintainers, bridges, or dentures, or write fabrication instructions or prescriptions for denturists or dental technicians.

2. Miscellaneous Duties as Assigned:

- Other related duties as assigned by the Chief Operations Officers and Chief Executive Officer.
- This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related duties requested by their supervisor.

JOB QUALIFICATIONS:

1. Education or Formal Training & Experience:

- Completion of an accredited general practice residency program is preferred.
- Unrestricted license to practice dentistry in the State of Colorado, DPS and DEA registration.
- Graduation from an accredited dental school.
- Minimum 5 years' experience working as a Dentist in a primary care setting.

2. Knowledge, Skill & Ability:

- Ability to be clinically fluent in Spanish preferred.
- Knowledge of public health principles and practices preferred.
- Excellent interpersonal and written communication skills required.
- Ability to maintain appropriate clinical privileges required, hospital privileges preferred.

3. Physical Requirement and Workplace Environment:

- Requires periods of stand and walking.
- Requires long periods of time sitting while on the telephone and/or doing computer work.
- Requires sufficient near vision to be able to read documents and computer screen.
- Essential to have ability to lift, carry, push, and pull up to 35 pounds.
- Essential to have ability to use routine office equipment such as computer and telephone.
- Essential to have ability to stoop, kneel, bend, crouch, twist, and reach.
- Essential to have ability to hear routine conversations.
- Essential to have ability to comprehend both oral and written communications.
- OSHA Classification is Category I: All procedures or other job-related tasks that involve an inherent potential for mucous membrane or skin contact with blood, body fluids or tissue, or a potential for spills or splashes of these fluids.
- HIPAA Classification: Unrestricted Access: A workforce member with unrestricted access will have full access to patient's protected health information, including the patient's entire medical record, for patient care purposes.

Benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Disability Insurance
- 401(k) Matching
- Paid Time Off
- Employee Assistance Program

The above health, dental, and vision benefits are available by employee choice to all full-time employees after 30 days of employment effective the following first of the month. The option for the 401(k) is available after 3 months of employment. All other benefits listed are active as of the date of hire.