



## HEALTH CARE NETWORK JOB POSTING

**Position Title:** Dental Hygienist

**General Summary:** The Dental Hygienist is responsible for providing dental hygiene services to low-income, uninsured clinic patients. The Dental Hygienist works in conjunction with clinic staff and volunteer dentists to improve or maintain periodontal health and provided patient education.

### **Principal Duties and Responsibilities:**

#### A. Patient Care

1. Prior to treatment, takes and records medical and dental histories, vital signs, and other information that may affect treatment.
2. Provides soft tissue examination: palpates and visually examines intra-oral/extra-oral tissues for irregularities and signs of disease.
3. Documents conditions of dental decay and disease for diagnosis and treatment by dentist.
4. Assesses the oral health of patients through medical and dental histories, radiographs, indices, risk assessments, and intra-oral and extra-oral procedures and describes the oral health needs of patients.
5. Performs dental hygiene procedures which may include periodontal debridement (scaling, root planing, curettage, and polishing).
6. Develops and implements a dental hygiene plan of care.
7. Educates patients on healthy life choices and oral hygiene practices for at-home care.
8. Re-evaluation of oral and periodontal health following the implementation of the care plan to identify the subsequent treatment, continued care, and referral needs of the patient.
9. As authorized by a Wisconsin licensed dentist:
  - a. Administer local anesthetic agents if licensed to do so.
  - b. Place pit and fissure sealants.
  - c. Expose and develop radiographs.
  - d. Remove sutures and change dressings

#### B. Record and Work Space Maintenance

1. Documents services rendered and related information following each appointment.
2. Maintains asepsis during all procedures.

3. Maintains the operatory.
4. Creates a friendly, comfortable setting in which the patient can feel supported and cared for.
5. Conforms to local, state, regional, and national regulatory agency policies.

C. Continuous Quality Improvement and Project Reporting

1. Works with Executive Director and Clinic Manager to develop and implement a continuous quality improvement plan.
2. Assists the executive director with reporting and quality improvement efforts as required by funders.

D. Ethics and Leadership – make decisions and demonstrate ethical and positive actions

1. Maintain patient confidentiality.
2. Deliver care in non-judgmental and non-discriminatory manner.
3. Participate in orientation of new employees and act as role model and resource for patients, coworkers and volunteers.
4. Ensure teamwork of staff and volunteers that is mission focused.

E. Environmental Safety/Resource Utilization – take active part in maintaining safe, comfortable and therapeutic environment for patients, visitors and staff.

1. Deliver care safely and in accordance with safety policies & procedures.
2. Maintain a safe work and patient environment.
3. Recognize potential environmental problems and report to appropriate personnel.
4. Coordinate annual CPR training for staff.

F. Other duties as assigned

**Job Qualifications and Specifications:**

1. Active Wisconsin Dental Hygienist licenses required.
2. Two years of experience as a Dental Hygienist.
3. Maintains professional liability malpractice insurance for scope of licenses.
4. Bilingual in English and Spanish desirable.
5. Ability to communicate effectively and relate to individuals from various economic, social and cultural backgrounds. Ability to provide courtesy under pressure.

**Health Care Network offers a competitive wage, paid vacation, personal and sick time, health, dental and vision insurance coverage and a 403b**

**How to apply:**

**Email resume to the attention of the Executive Director at [HCN@healthcarenetwork.org](mailto:HCN@healthcarenetwork.org).**