



## **JOB DESCRIPTION**

**Job Title:** Pediatric Dentist  
**Department:** Dental  
**Reports To:** Dental Director  
**FLSA Status:** Exempt

### **OVERVIEW:**

Under direction of the Dental Director, provides needed comprehensive dental services to pediatric patients at clinical sites, or other facilities, consistent with current techniques, practices and guidelines of dental care.

### **DUTIES, FUNCTIONS AND RESPONSIBILITIES:**

- Diagnose and provide appropriate dental treatment to patients within the scope of practice of a pediatric dentist
- Educate patients and parents of patients on maintaining proper oral health
- Experience with performing in-office sedation
- Experience in performing dental treatments on patients under general anesthesia
- Communicate with dental staff on our team regarding patient treatment plans
- Administer and prescribe anesthetics and medications.
- Carefully document all medications, diagnosed, treatments and consultations
- Supervise Dental Assistant and Dental Hygienist
- Develops resources that can be used for referrals.
- Maintain compliance with the privacy and security regulatory requirements of the Federal Health Insurance Portability and Accountability Act (HIPAA).
- Other duties as assigned

### **AUTHORITY AND SUPERVISION:**

In the performance of duties, the dentist shall be directly responsible to the Agency's dental director and, ultimately to the chief medical officer and executive director. This employee has the authority of directing and supervising the dental care provided by other personnel in their dental clinic. Supervision does not include the right to hire or fire nor the administration of agency non-dental policies.

### **ACADEMIC AND EXPERIENCE REQUIREMENTS:**

- D.D.S. or D.M.D. degree from an accredited dental school
- Valid DEA license to prescribe narcotics
- Current CPR/AED certification
- A valid license to practice dentistry in Michigan

**OTHER QUALIFICATIONS DESIRED:**

- Considerable knowledge of the techniques, equipment used, and current developments in the field of dentistry
- Possession and application of dental skills
- Ability to advise, direct, and consult with ancillary personnel and provide leadership for them
- Ability to deliver services to an underserved population in an urban setting
- Compassion for, and ability to work with non-cooperative clients, with patience and in a non-threatening manner
- Ability to gain and maintain trust and good relations with clients