

JOB PROFILE

Job Title	:	Community Dental Fellow (Dental Therapist)
Contract	:	Permanent
Managed by	:	Associate Operations Director
Accountable to	:	Regional Operations Director
Job Purpose	:	<p>To provide a wide range of dental treatment including all extended duties appropriate to a registered dental therapist and hygienist at the request of dentists working within the community dental service. The work will be carried out within health centres and mobile units, and includes domiciliary care.</p> <p>The patient base will include adults and children as well as adults and children with additional needs, phobics and patients with learning and physical disabilities.</p> <p>The post is clinic based. The post holder may be asked to undertake duties in other clinics within CDS and other Health service establishments when required for holiday or sickness relief or temporary redeployment.</p>

Principal Responsibilities:

1. To develop 'team dentistry' applying appropriate skills to a wide range of cases.
2. To provide a wide range of dental treatment, appropriate to a registered dental therapist and hygienist at the request of dentists working within Community Dental Services (CDS). (Domiciliary care and use of a mobile dental unit may be involved). Dental therapists are expected to undertake all duties listed below:
 - Direct Access working arrangements to see both routine and emergency patients
 - Domiciliary care visits
 - Work within the Exemption framework for the supply and administration of medicines
 - Replace crowns with a temporary cement in an emergency
 - Remove excess cement using instruments which may include rotary instruments
 - Take impressions
 - Application of silver diamine fluoride
 - Restore primary teeth by means of pulp therapy
 - Restore primary teeth by the placement of preformed crowns.
 - Direct restorations of both primary and secondary teeth
 - Oral health assessments and provide patient centered oral health advice

- Professional Mechanical Plaque Removal
 - Take appropriate radiographs and report (within scope)
 - Extraction of primary teeth
 - Administration of inhalation sedation
 - Epidemiological fieldwork
 - Effectively manage medical emergencies
 - To mentor and support new / trainee dental registrants
3. Employ excellent communication and interpersonal skills with all members of the dental teams and referring practitioners. Ensure information reaches all team members and relevant professionals in cases where treatment is 'shared'.
 4. Produce and maintain accurate records of dental care, using computer systems where used within the service, complete appropriate NHS forms (e.g. FP17s forms) and assist with the data collection for service monitoring.
 5. Develop information for patients on relevant subjects.
 6. Assist in organisational duties to ensure the smooth running of the dental services, including:
 - ensure that the appointment diary is used efficiently in planning a session's clinical activity
 - see and treat patients via Direct Access, and supply and administer medicines under the Exemption framework
 - collect and receipt patients' charges in accordance with NHS Regulations, and ensure safe keeping of monies through banking in accordance with CDS Standing Financial Instructions.
 7. Accepts responsibility and accountability for own work and define the responsibilities of others.
 8. Undertake training provided within CDS and demonstrate commitment to continuing dental education.
 9. Provide training for dental nurses /dental hygienists / dental therapists / employees as required by the service. There may be a requirement for engagement with external stakeholders in the delivery of such training.
 10. Actively participate and contribute in clinical audit programmes, peer review and clinical governance initiatives.
 11. Assist in the management and maintenance of stock and equipment to ensure dental therapy services are maintained.
 12. Contribute to the development of relevant clinical policies and observe all CDS policies and procedures. Uphold the Employee Confidentiality Code of Conduct at all times and maintain a safe working environment complying with the requirements of the Health and Safety Act and Data Protection Act.

This job profile is not intended to be a complete list of duties and responsibilities but is a guide to the job and will be subject to periodic review and alteration in response to changing service requirements and in consultation with the post holder

RELEVANT ROLE FACTORS

Information Required	Completed as appropriate for the role
<p>Physical Examples - the nature, level, frequency and duration of the physical effort required for the job e.g. Kneeling, crouching, work in confined space, sitting, standing, walking, lifting, pulling, running, pushing.</p>	<p>Highly developed physical skills, accuracy important, manipulation of fine tools</p>
<p>Mental Examples - the nature, level, frequency and duration of the mental effort required for the job e.g. Checking documents, calculations, analysing statistics, operating machinery, microscope work, assessing patients, formal minute taking, and teaching. Also measures whether the post holder will be subject to interruptions</p>	<p>Concentration required when assessing and treating patients; delivery of training</p>
<p>Emotional Examples - the nature, level and frequency of emotional effort required to undertake clinical or non-clinical duties that are generally considered to be distressing and/or emotionally demanding. E.g. giving un-welcome news to staff/patients, dealing with difficult situations / circumstances or, caring for the terminally ill, typing / processing reports / letters transmitting highly distressing events, managing major change etc.</p>	<p>Supports patients and their carers, learning disabilities, challenging behaviour</p>
<p>Working conditions Examples - the nature, level, frequency and duration of demands arising from adverse environmental conditions and hazards which are unavoidable and required for the job. E.g. Frequent use of a VDU, exposure to extreme temperatures, working at heights, unpleasant smells, dust / dirt, aggression, noxious fumes, chemical spills, fleas, lice, body fluids, foul linen. It also includes any exposure to aggressive / challenging behaviour</p>	<p>Exposure to bodily fluids</p>

PERSON SPECIFICATION

Job title: Dental Therapist

Factors	Essential requirements	Desirable requirements	Measurement e.g. <i>Application form CV/Assessment/ Interview</i>
<p>Education & Qualifications: E.g. level of education, professional qualification, registration requirements, evidence of further professional development, etc.</p>	<p>Degree in Dental Therapy and Hygiene or equivalent</p> <p>ISACD Accreditation in Inhalation Sedation</p> <p>Exemption training for the supply and administration of medicines</p>	<p>Postgraduate certificate in dental education</p>	<p>Application form</p> <p>Application form</p> <p>Application form</p>
<p>Knowledge: E.g. Requirement of technical expertise or knowledge specific to the role</p>	<p>Trained to undertake inhalation sedation duties</p> <p>Taking of radiographs and reporting (working within scope)</p> <p>Undertake Direct Access</p> <p>Ability to select and adapt appropriate complex techniques to suit specific needs of patient</p> <p>Demonstrates understanding of safeguarding issues</p> <p>Knowledge of current and future changes within the dental profession</p>	<p>Knowledge of Community Dental Services and General Dental Services</p>	<p>Application form /Interview</p>
<p>Experience: Previous experience relevant to the post E.g. experience necessary to effectively perform role</p>	<p>Significant and demonstrable experience working as a DCP to masters level or equivalent</p> <p>Skilled communication and experience in the management of patients with additional needs, paediatric patients and vulnerable adults</p>	<p>Experience of dental therapy/hygiene practice in different settings</p> <p>Post qualification experience</p>	<p>Application form /Interview</p> <p>Application form /Interview</p> <p>Application form</p>

Factors	Essential requirements	Desirable requirements	Measurement e.g. <i>Application form CV/Assessment/ Interview</i>
<p>Skills and Ability: Additional expertise acquired through practice or training which is a requirement of the post E.g. team leadership, motivational or organisational skills, communication skills etc.</p>	<p>Effectively prioritises and coordinates own work</p> <p>Excellent communication skills, including clear and accurate written skills</p> <p>Excellent behavioural management skills</p> <p>Modern skills of dental therapy and hygiene</p> <p>Willingness to learn new skills</p> <p>Competency in treating patients with inhalation sedation</p> <p>Ability to teach other dental registrants</p>		<p>Application form /Interview</p> <p>Interview</p> <p>Application form /Interview</p> <p>Application form /Interview</p>
<p>Personal Qualities: Special aptitudes relating to the demands of the post E.g. Team player, flexible</p>	<p>Commitment to a high standard of patient care</p> <p>Ability to work as a member of a team</p> <p>Patient, calm and able to work under pressure</p> <p>Willing to provide support for CDS initiatives which may include occasional evening/weekend working</p> <p>Ability to travel independently</p>		<p>Application form /Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p>