



Metro Community Health Center



Dentist

Metro Community Health Center extends great benefits to our eligible employees.

MCHC current benefits are:

- MCHC pays 100% of the employee premium for UPMC Gold Small Business Medical, United Concordia dental, STD, LTD and Life insurance
- VBA vision coverage is offered as voluntary coverage that paid for by the employee
- Medical and Dependent Care FSA and HRA
- 2 weeks of paid parental leave
- 20 days (4 weeks) of PTO for your 1st two years
- 11 paid holidays
- 401k with a 4% match

POSITION SUMMARY

Provides comprehensive and appropriate dental care and treatment to patients in an integrated care setting. Provides supervision to Dental Hygienist(s) and Dental Assistant(s) as assigned.

ESSENTIAL FUNCTIONS

- Provides routine and emergency dental services, including diagnosis and treatment plans, general restorative procedures, crown and/or bridge construction, removable prosthetics, uncomplicated endodontics and minor oral surgery.
- Responsible for all dental care given to patients, including that provided by the Hygienist(s).
- Ensures the administration of quality oral health care.
- Responsible for beginning and ending appointments as close to "on schedule" as possible.
- Initiates and interpret x-ray and lab studies.
- Administers anesthetics and prescribes medications.
- Refers patients for specialty care to other clinic programs or outside agencies as appropriate.
- Supervises Dental Hygienist(s) and Dental Assistant(s) when appropriate.
- Conducts follow-up patient care.

- Provides dental and oral health education to patients and families.
- Assists in reviewing clinic productivity, scheduling procedures, and establishing guidelines for care and treatment.
- Teaches and trains patients and staff on illness prevention.
- Actively participates in community dental programs.
- Assists with in-service and on-going training of clinic staff.
- Builds relationships and fosters a high level of customer service.
- Manages difficult clients and patients, demonstrating interpersonal savvy and influence skills.
- Exercises professional judgment in the performance of services provided consistent with the organization's policies and the standards of the dental profession.
- Demonstrates a high degree of knowledge and competency in the practice of dentistry and associated charting requirements.
- Performs assigned dental tasks using high level of skills and ability.
- Utilizes computers for data entry and information retrieval with proficiency.
- Utilizes & monitors effectiveness/efficiency of equipment/supplies used in the delivery of services.
- Responsible for participating in quality assurance, peer review and audit activities.
- Communicates frequently with others in verbal and written communication format.
- Implements and evaluates operational and administrative processes.
- Carries out and performs other supervisory, administrative, or clinical duties as assigned within the realm of the Dental Profession.

REQUIREMENTS

Education

- DMD or DDS from an accredited dental educational institution. Licensed to practice dentistry in Pennsylvania
- DEA License
- Demonstrated expertise in relevant dental practices, protocol, trends and best practices in clinical areas assigned. Demonstrated knowledge and success in effecting overall clinical operations.
- Experience/Knowledge of HRSA accreditation process and requirements, as well as all federal, state and local regulations and standards associated with the delivery of care in a community health center environment.
- Ability to manage multiple responsibilities and emergency situations successfully Proficiency in knowledge of office management, use of computer, software packages, and office machines.

Working Conditions

- Normal clinic working environment. Requires good verbal and written communication skills. Must be able to speak and read and write the English Language.
- Ability to move freely (standing, stooping, walking, bending, pushing, and pulling).
- Ability to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
- Normal accessibility and mobility throughout the region required
- Normal overtime/extended work hours
- **Blood Borne Pathogen Exposure**
- Category I: Job classification includes ALL employees who have occupational exposure* to blood borne pathogens* (blood or body fluids) while performing their job duties.

- ____ Category II: Job classification includes employees who are likely to have SOME occupational exposure to blood borne pathogens because Category I tasks may occasionally be required.
- Category III: Job Classification includes those employees who perform jobs and tasks where NO CONTACT with blood borne pathogens occurs and Category I and Category II tasks ARE NOT a condition of employment.

I am able to perform these tasks without accommodation.

____ Yes

No

If no, list required accommodations:

*****All candidates applying will need to be vaccinated for COVID and show proof of receiving the COVID vaccine before being interview and hired. *****