



THE PAIUTE INDIAN TRIBE OF UTAH

440 North Paiute Drive • Cedar City, Utah 84720 • (435) 586-1112

POSITION TITLE: Dental Hygienist

DEPARTMENT: Health

SUPERVISOR: Dentist

LOCATION: Cedar City, UT

STATUS: Part-time (24 Hrs/Wk), Non-Exempt, Hourly

PAY: \$25.00/Hr (DOE)

DATE APPROVED: August 28, 2018

OPENS: September 3, 2018

CLOSES: until filled (may close early if enough qualified candidates are achieved).

JOB SUMMARY

Treats and educates patients in the control and prevention of oral disease through proper oral hygiene and regular professional care within the appropriate scope of practice across the lifespan under the general direction and supervision of the Dental Director/Dentist.

ESSENTIAL JOB FUNCTIONS include, but are not limited to, the following.

1. Provides direct patient care by providing prophylaxis, fluoride treatment, sealants, patient education, perio examinations, perio scaling and root planning, application of desensitizing medication, oral cancer examination, provides local anesthesia and/or nitrous oxide, and other procedures as directed by the Dentist.
2. Provides treatment and education to patients with the goal of controlling and preventing oral health disease such as caries and periodontal disease.
3. Educates patients across the lifespan in all aspects of oral hygiene and treatment options for periodontal disease.
4. Takes and records vital signs prior to treatment when necessary.
5. Records diagnosis, procedural codes, treatment notes, and treatment plans in the patient chart.
6. Updates patient information and charts as necessary, including input of data, radiographs, and scanning of documents.
7. Sterilizes and maintains instruments and supplies according to health center policy in addition to preparing operatory appropriately for each patient.
8. Maintains equipment, included but not limited to oiling hand pieces, changing filters and traps, and reporting/resolving any equipment errors.
9. Maintains knowledge of Blood borne pathogen standards and adherence to safety standards.
10. Provides the Dentist and Health Administration with patient feedback, needs, and requests.
11. Acts as a liaison and representative by providing community oral health education and services to patients, schools, senior centers and other organizations as directed.
12. May be assigned to participates in varies community outreach events such as health fairs, open houses, oral health screening days, etc. to increase awareness of services offered by the community health centers.
13. Supports and promotes the Tribe's Journey to Wellness initiative.
14. Involves periodic traveling to fulfill job responsibilities.
15. Fulfills other duties as assigned.

GENERAL REQUIREMENTS

- Must possess a valid Utah Driver License and provide proof.
- Must be insurable through the tribe's insurance.
- Must pass a fingerprint and criminal background check.
- Must pass a pre-employment alcohol/drug screening.
- Must possess and maintain a current CPR certificate within 90 days of hire.

MINIMUM QUALIFICATIONS

Education and Experience:

- Degree in Dental Hygiene from an accredited college or university.
- Two or more years' experience in a dental clinic preferred
- Preference given for fluency in Spanish.

License Requirements:

- Active Dental Hygiene License and maintain thereafter.
- Active Anesthesia License preferred.

Necessary Knowledge, Skills and Abilities:

- Ability to establish and maintain effective working relationships with all levels of the organization and community.
- Ability to manage and perform with a high degree of autonomy, organization, and adaptability.
- Must be able to demonstrate respect for and awareness of Native American customs, traditions and socioeconomic needs.
- Must have excellent oral and written communication skills, including public speaking with large and small groups of different managerial, socioeconomic, cultural, ethnic and educational backgrounds.
- Must be willing to travel as needed.

The Paiute Indian Tribe of Utah is an equal opportunity provider and employer, subject to the federal laws, regulations and policies requiring or allowing Indian Preference Per Section 703(i) of Title VII of the Civil Rights Act of 1964, as amended.

The Paiute Indian Tribe of Utah complies with the Drug-Free Workplace Policy of 1988, which includes pre-employment drug testing and random drug testing once employed.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.