

Position Description – Associate Dentist
Project Vida Health Center
Dental Department

Job Title: Associate Dentist
Status: Full-time, salary
Reports to: CDO, COO, CFO

II. JOB SUMMARY:

The key role of the associate dentist is the advancement of Project Vida’s success in improving access to quality dental care within our diverse and expanding communities. To accomplish this, the successful applicant must demonstrate the ability to diagnose and treat diseases, injuries, and malformations of teeth and gums and related oral structures. The associate dentist must be proficient in the provision of diagnostic, primary, secondary, and preventative dental procedures appropriate for our patient population. Competency in (but not limited to) dental extractions, operative, prosthodontics (removable and fixed), periodontal, single/double rooted endodontic, and pediatric dental proficiency must be demonstrated.

III. DUTIES AND RESPONSIBILITIES:

- Performs quality clinical and radiographic evaluations to diagnose and treat diseases of the oral cavity.
- Promotes oral health by providing educational information on all phases of preventive and restorative dentistry and oral hygiene.
- Reviews all medical and dental patient history and makes accommodations for dental care.
- Appropriately refers patients for dental or medical services as needed.
- Reviews and follows all Dental Clinic protocols, policies and procedures.
- Must be willing to commute between clinics as needed.
- Documents and follows treatment plans that include appropriate preventive and restorative therapy as indicated by the Standards of Care and Clinical Quality.
- Manages patient flow and strives to achieve productivity goals.
- Assists the CDO in the supervision of dental support staff.
- Participates in the semi-annual evaluation of the dental support staff.
- Participates in the dental quality assurance program:
 - Quarterly chart audits
 - Infection control
 - OSHA regulations
- Participates in the evaluation and implementation of changes in the dental department to ensure quality of service to the community.
- Monitors and maintains the Continuing Dental Education requirements for the Texas License as required by the Texas State Board of Dental Examiners.





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IV. PERFORMANCE STANDARDS:

The Chief Dental Officer will evaluate the Associate Dentist using clinical metrics, patient satisfaction surveys, and qualitative / quantitative assessment criteria.

V. QUALIFICATIONS:

- DDS or DMD certificate
- Current license to practice dentistry in the state of Texas
- Previous experience in a Health Center setting is preferred.
- Spanish-speaking ability is preferred
- Current Texas Controlled Substance Registration certificate.
- Current DEA Controlled Substance Registration certificate.
- Must meet eligibility requirements under the Federal Torts Claims Act.
- Current Texas dental license and annual registration.
- Nitrous Oxide certification.

VI. PHYSICAL REQUIREMENTS:

- Must be able to perform the essential functions of the position.
- Must be able to meet the attendance requirements of the position.
- Must not pose a threat to the health or safety of other individuals in the workplace.
- Physical ability to lift up to 20 pounds unassisted.

If interested, please send resume to
r.hurtado@pvida.net

Acknowledgement of Review & Receipt:

Employee Signature Date

Employee Printed Name

Supervisor Signature Date

Supervisor Printed Name



NAFTZGER CLINIC
3612 Pera Ave.
El Paso, TX 79905-2412
915.533-7057

NORTHEAST FAMILY PRACTICE
4875 Maxwell Ave.
El Paso, TX 79904-1561
915.533-7057
DENTAL CLINIC • 915.313-9908

MONTANA VISTA CLINIC
14900 Greg Dr.
El Paso, TX 79938-9213
915.533-7057

LA CLÍNICA GUADALUPANA
901 Ascencion
El Paso, TX 79928
915.533-7057

HUDSPETH COUNTY CLINICS
Fort Hancock 915.769-1079
Sierra Blanca 915.369-0038
Dell City 915.964-2860