

Dental k/dds

Pediatric Dentistry

Position Title: Registered Dental Hygienist (RDH)

Employee Status: Non-Exempt

Reports To: Dr. Megan Kinder, Dr. Darcy Rindelaub, Regional Clinical Coordinator

Job Summary: The RDH is in a special position to provide our patients the most important health service: ongoing preventive oral care by cleaning, scaling and polishing teeth to prevent gum disease.

Essential Duties:

- Records treatment information on the patient's chart, including treatment rendered, the type of treatment planned and the amount of chair time, doctor time and assistant time needed for the next appointment.
- Takes radiographs as directed by the doctor.
- Records evaluation of periodontal conditions, occlusal relations and extent of prophylaxis on dental chart to ensure a complete diagnosis and proper treatment plan by the dentist.
- Provides customer service support to patients by escorting them to and from the treatment room.
- Administers Nitrous Oxide and Oxygen to patients as applicable.
- Takes impressions for diagnostic and opposing models.
- Applies non-aerosol and non-caustic topical agents and pit and fissure sealants.
- Removes excess cement from supragingival surfaces of teeth.
- Assists doctors during clinical exams and records findings and recommendations.
- Performs oral cancer exam on all patients.
- Scales, polishes, and applies fluoride to the patient's teeth.
- Prepares all treatment rooms including, but not limited to, set-up, decontamination, sterilizing and sharpening all instruments, cleaning hand pieces and room, restocking supplies.
- Places and removes post-extraction and periodontal dressings.
- Sizes stainless steel crowns, temporary crowns, and bands.
- Inspects the patient's oral cavity and charts lesions, existing restorations and missing teeth.
- Evaluates gingival health and health of all oral tissue.
- Executes root planing and Myofunctional evaluations.

- Educates patients on the importance of preventative care, the disease process and the role of bacteria; provides appropriate educational literature and instruction on home care.
- Polishes restorations and appliances (partials, dentures, etc.).
- Administers temporary cementation and removal of temporary crowns.
- Schedules the patient's next treatment appointment, or communicates with appropriate staff to ensure this is done before the patient leaves the practice.
- Implements and monitors recall systems; contacts patients who are overdue for a recall.
- Helps fill the patient schedule when there are openings to keep production levels high each day.

Knowledge/Skills/Abilities:

- Ability to maintain composure and professionalism when exposed to stressful situations.
- Skilled in the use of an ultrasonic.
- Ability to perform scaling and root planing, take radiographs, and administer local anesthetic and Nitrous Oxide.
- Knowledge of OSHA regulations and changes.
- Knowledge of English composition, grammar, spelling, and punctuation.
- Skilled in the use of standard office equipment including: telephones, calculators, copiers, fax, computers, and computer software (MS Excel, Word, Practice Management software).
- Ability to engender trust from the doctors, co-workers, and patients.
- Ability to work cooperatively with management, staff, and patients.
- Ability to prioritize, organize, and complete tasks in a timely and independent manner.
- Ability to understand and follow written and verbal instructions and accept constructive feedback.
- Ability to collect data, establish facts, draw valid conclusions, and maintain confidentiality.
- Ability to communicate and express thoughts and ideas competently.
- Ability to quickly grasp relevant concepts regarding duties and responsibilities.

Education / Experience:

- High school diploma or equivalent
- Minimum of 1 year relevant experience as a hygienist

Special Requirements/Certifications/Licenses:

- Valid X-ray certificate
- Current RDH license
- CPR & first aid certificate

Physical and Environmental Requirements:

- May be required to lift up to 50 lbs. or roll a 90-pound machine on wheels from one area to another.
- Hand-eye coordination and hand, arm, and finger mobility for detailed work with objects.
- May be required to physically assist drowsy patients after anesthesia.
- Active movement throughout the day: sitting, walking, standing, squatting, bending, stooping, reaching, etc. (not a sedentary position).
- Vision: close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Hearing: able to satisfactorily communicate with patients, doctor, and other staff members to ensure that verbal communication is clearly understood, particularly during emergency situations.
- Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or operate equipment.
- May be required to administer CPR.
- Occasional exposure to toxic or caustic chemicals and radiation.
- Exposure to moderate noise levels and hectic, fast-paced, high anxiety environments.
- Additional or different duties may be assigned occasionally at employer's discretion.

Wage depends on experience for this position.

Please send your resume to dawn@dentalkidds.com or call 651-295-6968.

- 401(k)
- Dental insurance
- Short-Term Disability insurance
- Flexible spending account
- Health insurance ● Health savings account
- Life insurance
- Paid time off

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