POSITION DESCRIPTION

Oral Health Therapist

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

The Oral Health Therapist is responsible for the provision of high quality dental health care to patients in the ERH Dental Clinic within the scope of practice outlined by the Dental Practice Board of Australia. This will involve accurate diagnosis, planning, treatment and referral, where appropriate, for patients in accordance with ERH and clinical standards and policies.

The Oral Health Therapist will work closely with the Dentist, Dental Clinic Coordinator, Dental Assistant and reception staff in all stages of the patient's treatment and actively participate in ERH's quality improvement program. To provide dental care to eligible clients within ERH clinical standards and policies and within the scope of the Dental Board of Australia's Codes of Practice for Oral Health Practitioners.

The Oral Health Therapist will play an integral role in promoting dental services to eligible clients through appropriate targeting to ensure the achievement of relevant service delivery targets. This will be achieved through the development of partnerships with internal and external stakeholders, such as allied health professionals.

The Oral Health Therapist will provide professional and program support to less experienced staff. The Oral Health Therapist will assist with the development, implementation and review of policies, procedures and health promotion programs, be responsible for performing specified tasks, clinically related or administrative functions and participate in quality initiatives as identified by the Dental Management Team.

Position Details	
Position Title:	Oral Health Therapist
Department	Dental
Reports to:	Dental Service Coordinator
Positions Reporting to this role:	/
FTE:	1.00 FTE
Budget:	/
Enterprise Agreement:	Dental Therapists, Hygeinists and Oral Health Therapists EA 2022-2023
Position Classification:	Level 1-3 OHT
Position Description last reviewed:	

Key Accountabilities
Provide dental care in accordance with ERH policy and guidelines and within the scope of public dental services and the Dental Board of Australia.
Ensure the delivery of best practice; high quality and client focussed dental services within a public dental health environment
Adopt a team approach in the delivery of dental care and be cognisant of the respective needs and demands of the roles of the dental operator and dental nurse
Refer complex treatment plans to more experienced dental practitioners for advice and guidance

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Ensure appropriate client referral to more experienced dental practitioners and dental specialists
Work in a consultative and referral relationship with dentists as required by the Dental Board of Australia
Ensure that the dental surgery and clinic is maintained – consistent with quality, efficiency, effectiveness and safe dental practice
Undertake and comply with infection control standards and procedures (including waste and sharps disposal) in the dental surgery and clinic in accordance with WRHC policy and guidelines
Provide clinical leadership to less experienced Dental Therapist / Oral Health therapists including mentoring of students
Undertake responsibility for the offer of care to children on recall programs ensuring timely offer of care
Maintain patient records in accordance with Dental Board of Australia's standards
Advise the Dental Service Coordinator on equipment maintenance and instrument replacement needs

Organisational Responsibilities
Positively promote ERH within and externally to the organisation
Comply with the ERH and Victorian Public Sector Code (VPS) of Conduct
Each employee has a responsibility to comply and promote practices with all ERH policies and procedures and familiarise themselves with those relevant to their position
Comply with relevant registration bodies mandatory continuing professional development requirements
Carry out all work and interactions in alignment with the CARE values
Each employee has a responsibility to comply with and promote relevant legislation and professional standards in relation to safety, quality and risk relevant to their position
Each employee has a responsibility to comply with and promote compliance with the National Safety & Quality Health Service Standards and other industry standards and relevant regulatory requirements

CARE Values	
All staff are expected to behave in a way that is in alignment with our corporate values:	
Collaboration	Works with a team focus Cooperates with others and gains input and support to assist in achieving objectives We work with others to achieve shared goals
Accountability	Monitors the impact of one's own behaviour on others Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them
Respect	Treats people fairly and openly Treats people with dignity Demonstrates personal standards of consistency, tolerance and patience
Excellence	Consistently supports and follows organisational policies and procedures Actively participates in identifying opportunities to improve what we do

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Key Relationships	
Internal	**External**
Dental Clinic Coordinator	Community members
Dentists	External agencies
Dental Therapists	Other Health Services
Dental Assistants	

Selection Criteria
Essential:
Qualifications: • Qualifications in Oral Health Therapy • Current Registration with AHPRA • Current Victorian Radiology Licence
A commitment to quality, client-focused care
Proven ability to deliver high quality, effective and efficient dental services
Demonstrated leadership qualities and the ability to work as member of a multi-disciplinary team
Demonstrated ability to provide clinical leadership, mentoring and supervision to less experienced Dental Therapist / Dental Hygienists
Demonstrated ability to communicate effectively with a variety of people excellent communication and interpersonal skills
Commitment to dental public health and integration of dental with general health
Commitment to continuing education and professional development, either organisation funded or self-sponsored
Sensitivity to, and an understanding of, the particular needs of clients from Indigenous and culturally and linguistically diverse backgrounds
Satisfactory evidence of; National police check, Working with Children's and Vaccination status in line with policy and procedure at this time.

TERMS & CONDITIONS OF EMPLOYMENT:
Terms and conditions are in accordance with the Letter of Offer and Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: _____ Date: / /

Print Name: _____

cc: Employee File