

Position Description



Position Title:	Dentist Level 2 Private Practice	Approval Date:	April 2021
Authorised By:	CEO	Review Date:	April 2024

Our Vision People in our communities enjoy better and longer lives

Our Role We work in partnership with other health and wellbeing services to enhance the health of our communities in Whitehorse and Nillumbik by meeting additional needs that no one else does in the segments we service, whilst prioritising access for those who need it most and we also work with partners to address the root causes of vulnerability.

Our Key Business Segments

- Helping people with a long term physical or mental health condition to live better
- Providing services and supports to people with disability
- Helping older people stay at home longer
- Providing integrated services and supports for children and youth
- Delivering public and private dental services
- Addressing the root causes of vulnerability

Our People People aspire to work with us and contribute to our business and community. We are committed to building a culture that embodies our values and is driven by providing high quality services, supports and experiences.

POSITION OVERVIEW

Job Purpose	<p>The Scope of Practice for this role is consistent with a clinician at the level 2 range and is responsible for the provision of high quality efficient and effective dental health services to eligible patients.</p> <p>The Dentist Level 2 is an experienced dentist responsible for the provision of a broad range of clinical services including patients with special needs, seldom requiring referral to a more experienced practitioner.</p>
Duties and Responsibilities	<ul style="list-style-type: none"> • Apply the Social Model of Health framework taking a holistic view of client and community needs; • Work collaboratively with others as part of a multi-disciplinary team; • Collaborate across the health and primary care service system to ensure effective management of client and community needs; • Establish and maintain relationships with other health and community care providers to advocate for and ensure

Position Description



	<p>integration of care for clients, particularly those with complex and chronic conditions;</p> <ul style="list-style-type: none"> • Commitment to professional development and meet APHRA requirement for registration as a minimum. • Participate in Performance Management systems including clinical peer review processes as required • Assist in the induction of new staff as required • Other duties as required
Qualifications	<ul style="list-style-type: none"> • Relevant qualifications as a Dentist • Eligible for full unrestricted registration with the Australian Health Practitioner Regulation Agency as a Dentist.
Key Selection Criteria (Skills, Experience and Qualifications required)	
Mandatory	<ul style="list-style-type: none"> • Minimum of 2 years' experience as a Dentist in Australia • Very good interpersonal and communication and intermediate IT skills • Ability to have an active role in the team with ability to show initiative • Commitment to public dental health and the social model of health understanding the difference between public and private service provision • Demonstrated commitment to continuing personal and professional development outside the organisation. • Understanding of issues around working with culturally diverse people and/or knowledge of a second language
Desirable	<ul style="list-style-type: none"> • Demonstrated proficient computer skills in MS Office applications (Word and Excel) • Experience working in community/public health or community based setting.
KPIs/Performance Goals	<ul style="list-style-type: none"> • Demonstrate the ability to work in a team environment and effectively communicate with a variety of people; • Demonstrate cooperation through flexibility in task performance, work location and hours of work; • Undertake duties in a professional manner when dealing with patients and the public; • Comply with required administrative tasks; • Undertake other duties as required by Oral Health General Manager • Participate in programs, meetings and activities that contribute to the ongoing improvement of the program as negotiated with line manager; • Participate in the organisational continuous quality improvement program and develop, monitor and review policies and procedures as appropriate. • Participate in the performance management system including the development and monitoring of an individual work plan and annual performance review. • Participate in ongoing PD organised by the organisation

Position Description



	<ul style="list-style-type: none"> • Create and maintain client files in accordance with quality standards and organisational procedures; • Undertake evaluation of services and programs in accordance with the Quality Improvement Program Planning System; • Prepare and submit reports as required; • Report all relevant statistical data according to organisational requirements. • Follow and promote safe work practices, procedures and instructions as per Carrington Health policies and procedures; • Perform all duties in a manner, which ensures personal health and safety and that of others in the workplace; • Report all hazards or incidents that cause or may cause harm; • Undertake required training in fire and emergency evacuation procedures as required by Carrington Health; • Ensure a safe and clean work environment according to quality standards. 	
Service/Program	Clinical, Community & Oral Health Services	
Reports	Job reports to ...	Direct reports ...
	Senior Dental Manager	Nil
Award/EBA	Victorian Stand-Alone Community Health (General Dentists) Enterprise Agreement 2018 – 2022	
Classification	Level 2 (a-c). appointment of paypoint will be dependant on experience and skill	

Terms and Conditions	Status	Full time <input type="checkbox"/>
		Part time <input checked="" type="checkbox"/>
		Casual <input type="checkbox"/>
		Volunteer <input type="checkbox"/>
	Length of Term	<u>Permanent</u>
EFT	<u>0.4-0.6 EFT</u>	

Position Specification

Requirements:

- A Police Record Check is required for all roles
- A Working with Children Check, other credentials and role specific requirements (such as NDIS) and checks (such as Disability Worker Exclusion Scheme checks) will be required in accordance with government funding requirements and legislation.
- All employees must provide 4 forms of identification upon commencement.
- All employees must be permanent residents of Australia or hold a current, valid visa.
- A current Victorian Driver's Licence (where driving is a component of the role)
- A probationary period of 6 months applies unless otherwise stipulated.
- All employees must abide by the organisations Policies & Procedures.
- All employees may be required to work across any of the organisations sites.
- All employees are required to take reasonable care for their own health and safety and that of other employees who may be affected by their conduct.

Position Specification

MANAGER DECLARATION

This role reports to me and I confirm I have read and understood the Compliance Checks Procedure and that in addition to the Police Check requirements, the following requirements are required as part of ongoing employment to this role:

WWCC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
NDIS	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Statutory Declaration	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Credentials/Registration	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Other: Current radiation Licence, evidence of current immunisation status

EMPLOYEE DECLARATION

- i. I acknowledge that I have read and understood the requirements of the position as detailed above.
- ii. Do you have any pre-existing injuries or conditions that could reasonably be expected to be affected by the nature of the proposed employment?

Pre-existing injury/condition? Yes No

If yes, please provide details:

Failure to make such a disclosure, or the making of a false disclosure, will result in Sections 82(8) of The Accident Compensation Act 1985 applying. Section 82(8) of the Act provides that where a recurrence, aggravation, acceleration, exacerbation or deterioration of a pre-existing injury or disease arises out of or in the course or due to the nature of employment with a company, it will not entitle the worker to compensation.

The disclosure of information on a pre-existing injury or disease will not impact on the recruitment process in any way. Nillumbik Community Health Service Ltd is an Equal Opportunity Employer.

Signed (employee): _____

Date: _____