



**LAC COURTE OREILLES  
COMMUNITY HEALTH CENTER  
13380 W Trepania Road • Hayward, Wisconsin 54843-2186**

**Telephone: 715-638-5100  
Administration Fax: 715-634-6107  
Medical Records Fax: 715-634-2740**

### **Position Description**

**Position:** Dentist  
**Location:** Lac Courte Oreilles Community Health Center  
**Salary Range:** Negotiable  
**Posting Date:** October 15, 2019  
**Closing Date:** Until Filled

#### **Description of Position:**

Provides essential dental care for the Lac Courte Oreilles Community Health Center Dental Department on a continuous basis. Work activities of the Clinic's Dentist include making decisions and solving problems related to patient care, updating and using relevant knowledge and applying it to the job, documenting and recording information in written or electronic form, performing for and working directly with the public, assisting and caring for others. The Dentist will need to establish and maintain constructive and cooperative working relationships with others, including coworkers and patients.

#### **Qualifications:**

- Graduate of an accredited Dental school;
- Current active WI License to practice Dentistry
- Current Wisconsin License to practice.
- Mantoux TB test current;
- Have completed Hepatitis B series;
- Ability to make treatment plans and carry them out;
- Possess strong oral presentation skills;
- Possess strong arm-hand steadiness and coordination;
- Ability to maintain confidentiality and observe all requirements of the Federal Privacy Act and HIPAA regulations.
- Valid Driver's License
- Must be able to pass a background check

## **Major Duties and Responsibilities:**

1. Administer anesthetics to limit the amount of pain experienced by patients during procedures.
2. Use masks, gloves and safety glasses to protect themselves and their patients from infectious diseases. Report any breach of infection standards.
3. Examine teeth, gums, and related tissues, using dental instruments, x-rays, and other diagnostic equipment, to evaluate dental health, diagnose diseases or abnormalities, and plan appropriate treatments.
4. Formulate plan of treatment for patient's teeth and mouth tissue.
5. Use air turbine and hand instruments, dental appliances and surgical implements.
6. Diagnose and treat diseases, injuries, and malformations of teeth, gums and related oral structures, and provide preventive and corrective services.
7. Advise and instruct patients regarding preventive dental care, the causes and treatment of dental problems, and oral health care services.
8. Treat exposure of pulp by pulp capping, removal of pulp from pulp chamber, or root canal, using dental instruments.
9. Write prescriptions for antibiotics and other medications within established policies.
10. Design, make, and fit prosthodontic appliances such as space maintainers, bridges, and dentures, or write fabrication instructions or prescriptions for denturists and dental technicians.
11. Operate practice efficiently.
12. Maximize 3<sup>rd</sup> party billing and meet MA guidelines.
13. Attend all required meetings as directed.
14. Optimize patient satisfaction and customer service.
15. Finish assignments and projects by the deadline assigned.
16. Follow Dental Policies and Procedures.
17. Responsible for reporting Adverse Incidents.
18. Perform all other duties as assigned by the Dental Director.

## **Supervision and Guidance:**

The Dentist will work under the direct supervision of the Dental Director with oversight by the Health Director.

**\*Applicants for employment with the Health Center must submit with the application form additional documents including the following:**

**Letter of Interest**

**Resume**

**Credentials**

**Proof of any stated Qualifications**

**Three (3) letters of recommendation**

**Academic transcripts**

**Application Information:**

Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center

Human Resources

13380W Trepania Road

Hayward, Wisconsin 54843

715-638-5132

715-634-6107 FAX

*The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American Preference will be given to candidates of equal or comparable qualifications.*