



**TITLE: CLINIC DENTIST**

**FLSA STATUS: EXEMPT PROFESSIONAL**

**JOB RESPONSIBILITIES:**

Under the supervision of the Dental Director, performs professional dental services in the examination, diagnosis, and treatment of patients and performs related duties as assigned by the Dental Director.

**DUTIES PERFORMED:**

- Assist Dental Director in the development of guidelines for dental treatment and in the establishment of priorities for dental treatment.
- Advises the division head or project director in the development and implementation of dental policies.
- Examines patients accepted for dental treatment.
- Diagnoses dental disease for admitted patients; establishes the plan for treatment and prevention of dental disease.
- Provides treatment for diagnosed dental disease and/or refers patients to the appropriate agency or professional individual when indicated.
- Advised patients in the prevention of dental diseases.
- Performs other clinical duties as assigned by Dental Director.
- Performs quality assurance audits and peer review as assigned.
- Provide dental education to clinic clients, in individual or group setting as assigned by Dental Director.
- Maintain accurate, legible and complete patient records.
- Share on-call duties for dental department.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Thorough knowledge and ability in the art of dental examination, diagnosis, and treatment.
- Thorough knowledge of the principles of dental disease prevention.
- Considerable knowledge of the principles of dental health education.
- Considerable ability to deal tactfully and efficiently with patient and staff.

**TYPICAL WORKING CONDITIONS:**

- Light lifting.
- May require prolonged standing during dental procedures.
- Transfer of wheelchair patients with assistance.
- Use of CRT/PC

**MINIMUM QUALIFICATIONS:**

- Graduation from an accredited dental school with a D.D.S., D.M.D., or equivalent degree and currently licensed to practice dentistry in the State of Minnesota. (No substitution for education or license requirements).

**MISSION**

The mission of Open Cities Health Center, Inc. is to provide culturally competent primary and preventive health care and related services to all people throughout the Twin Cities metropolitan area. Our goal is to improve the health and wellbeing of high risk and vulnerable populations through the provision of affordable medical, dental and mental health care and support services.

Open Cities Health Center, Inc. has been providing health care services to the community for 40 years. We have two sites: 409 North Dunlap Street, St. Paul, MN 55104 and our Open Cities Health Center - Northend Clinic located at 916 Rice Street, St. Paul, MN 55117.

*Open Cities Health Center (OCHC) is an affirmative action / equal opportunity employer. OCHC does not discriminate in employment on the basis of race, color, creed, religion, national origin, sex, marital status, disability, public assistance, age, sexual orientation, or membership on a local human rights commission.*

**How to Apply:**

Please send your resume to [hr@opencitieshealth.org](mailto:hr@opencitieshealth.org). If there are any questions, please contact Human Resources at [hr@opencitieshealth.org](mailto:hr@opencitieshealth.org).

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