

JOB DESCRIPTION

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| **JOB DETAILS**  |
| **Job Title**  | Dental Therapist |
| **Reports to**  | Lead Dentist |
| **Band**  | 6  |
| **Department/Directorate**  | NHS Trust Salaried Dental Service  |
| **Base location** | Exeter Dental Access Centre, Heavitree Hospital (plus travel to other sites) |

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| **JOB PURPOSE**  |
| To carry out a comprehensive range of dental care and treatments within the legal remit set by the GDC to priority groups including children and adults with a wide variety of complex mental or physical health needs and/or challenging behaviours. This care may be provided in a clinic, education or domiciliary environment.The successful post-holder will work as a registered and autonomous practitioner, operating within the codes of professional practice. Taking into account the patients changing circumstances they have responsibility to assess, analyse and implement a range of dental treatment options. Treatment may be carried out under sedation as appropriate. Provide input and expertise to the oral health promotion (OHP) Team. Actively participate in OHP programmes for groups and individuals within schools and the community supporting the Lead in Oral Health Promotion, Senior Dental Officers (SDO) and Senior Management Team (SMT) - in accordance with Government and Strategic Health Authority Guidelines, National Curriculum and the Devon Oral Health Strategy. |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| 1. To carry out a comprehensive range of dental care which falls within the legal remit set by the GDC, and according to the needs of the service, to priority groups including children and adults with a wide variety of complex special care needs. This care may be provided in a clinic, education or domiciliary environment.

 This includes:* Routine fillings in both adult and children’s teeth (including the treatment of root caries) including the checking and adjustment of occlusion.
* Scaling, polishing and root surface debridement of teeth
* Fissure sealing of teeth
* Administration of local anaesthetics by infiltration and/or block injection under prescription of a Dentist
* Provision of treatment under sedation as appropriate
* Dental radiography
* Extraction of deciduous teeth
* Pulp therapy treatment on deciduous teeth
* Preparation and fitting of preformed crowns on deciduous teeth
* Re-cementing of Crowns
* Taking dental impressions
* Take dental radiographs in line with ionising radiation regulations
* Record indices and monitor levels of disease
1. To provide for the specific needs of all disadvantaged groups and ethnic minorities, residing in the local community, in accordance with current service principles, policies and standards.
2. Working with the above groups to gain co-operation through motivation, empathy, persuasion and negotiation to achieve the clinical outcome prescribed by the dental practitioner.
3. To maintain professional standards in the care and treatment of patients and participate in clinical governance procedures to ensure best practice.
4. Develop close working relationships with other dental and healthcare professionals, care staff and families to improve dental health within the community and promote the role of the Salaried Dental Service.
5. To attend and actively participate in peer group, staff and other service meetings as required.
6. To be prepared to work in any clinic or other setting that is appropriate to the need of the Salaried Dental Service.
7. To provide urgent dental care where necessary subject to the approval of a registered dentist.
8. Participate in national and local epidemiology surveys as and when required.
9. Participate in audit requirements as and when appropriate.
10. To assess and monitor patients for possible wider health issues including: child abuse; smoking; diet; and vulnerable adults and take appropriate action in accordance with GDC and trust policies.
11. Liaise with patients, carers, prescribing dentist and appropriate agencies as necessary, professionally, discretely and tactfully.
12. Assist and support Senior Management Team in delivering ongoing developments within the dental services.
13. Directly supervise the work of the Dental Nurse in the surgery environment.
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| **KEY WORKING RELATIONSHIPS**  |
| Of particular importance are working relationships with:

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| **Internal to the Trust**  | **External to the Trust**  |
| * Patients, their relatives and carers
* Clinical Lead
* General Manager
* Senior Dental Officers and Dental Officers
* Dental Nurses
* Administration Staff
 | * Lead – Oral Health Promotion and Promoters
* Other dental, health and social care professionals
* Teachers and education staff
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| **ORGANISATIONAL CHART**  |
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| **FREEDOM TO ACT**  |
| The post-holder will work as an autonomous practitioner operating within their codes of professional practice as laid down by the GDC.The post holder has responsibility to assess and analyse a range of options in the changing circumstances of the patient, taking appropriate action and adapting their treatment to the needs and behaviour of the patient.Work is managed rather than supervised and the post holder decides how results are best achieved. This may include providing treatment under sedation as appropriate. |
| **COMMUNICATION/RELATIONSHIP SKILLS**  |
| * Required to communicate complex treatment plans with tact, persuasion and empathy to patients with significant learning disabilities, challenging behaviour, limited mental capacity and young children in order to gain their co-operation to undergo treatment. Instructions require adaption for each individual to reduce anxiety and ensure compliance for treatment.
* Provide oral health messages and participate in delivering oral health training to a wide range of patients with different learning and/or physical needs, carers and other relevant health care professionals e.g. care home and special schools staff.
* Communicate effectively within the dental team
* Ensure comprehensive patient care documentation regarding treatment and other special care needs is input into patient records.
* Present and communicate dental therapy information in a range of formats to related groups and forums as and when required.
* Work collectively with colleagues to ensure the delivery of a dental therapy service is both patient focused and addresses population/community oral health promotion inequalities.
* Investigate informal concerns and formal complaints about the dental therapy service when asked to do so by SMT, so that they may appropriately respond in accordance with Royal Devon NHS Healthcare Trust (Northern Services) policies.
* To observe confidentiality of records and health information at all times and be aware of and practice the principles of the Data Protection Act 1998.
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| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * + Undertake analysis and interpretation of dental therapy practices to ensure that they best represent effectiveness and cost efficiency.
	+ To work as an autonomous practitioner operating within the codes of practice and professional guidelines as laid down by the GDC, with the responsibility to assess and analyse a range of options with changing circumstances of complex and challenging patients and take appropriate action
	+ Be able to make decisions based upon the patient’s mental and physical needs, some of which may require decisions as to best practice
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| **PLANNING/ORGANISATIONAL SKILLS** |
| * + Working in conjunction with the Senior Dental Officers, provide effective dental therapy practices to targeted priority groups in accordance with the current Royal Devon University Healthcare NHS Foundation Trust Oral Health Strategy and as identified through the National Service Framework’s (NSF) guidelines, trust targets and national and local epidemiological data.
	+ Support the Lead in OHP in developing and delivering oral health promotion activities and programmes for groups and individuals
	+ Assist and support Senior Management Team in delivering ongoing developments within the dental services.
	+ Participate in organising and delivering the annual national epidemiological survey programs
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| **PATIENT/CLIENT CARE**  |
| * Provide a comprehensive range of prescribed dental care to priority groups including children and adults with a wide variety of special care needs, including challenging behaviour and complex physical and mental health issues.
* Work as an autonomous practitioner operating within the codes of professional practice and taking into account the changing circumstances of the patient the postholder will assess, analyse and deliver of a range of dental treatment options. Treatment may be carried out under sedation as appropriate.
* This care may be provided in a clinic, education or domiciliary environment.
* Responsible for assessing mental capacity and understanding of each patient to ensure consent is gained and prescribed dental treatment carried out in the most appropriate manner.
* Consider any safeguarding issues and implement safeguarding processes when required (the nature of the client group sees a high number of vulnerable adults and looked after children)
* Be aware of best practice and apply this to the changing needs of patient as and when necessary.
* Participate in patient screening and epidemiological surveys for relevant patient/client groups in school, care homes and other relevant locations.
* In conjunction with the OHP team actively participate in developing and delivering oral health promotion activities, advice, education and programmes for groups of patients and individual clients as identified through national and local epidemiological data
* If required, participate and provide input and expertise to health promotion within schools and the community in accordance with Government and Strategic Health Authority Guidelines and National Curriculum
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| **POLICY/SERVICE DEVELOPMENT**  |
| * Suggest and implement initiatives to improve and direct the dental therapy service as agreed by SMT
* To fully comply with the Trusts policies, procedures and guidelines at all times.
* Undertake any clinical, education or operational tasks, as requested by the General Manager, or Lead Dentist of the Salaried Dental Service within the legal remit set by the GDC
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| **FINANCIAL/PHYSICAL RESOURCES**  |
| * Responsible for maintaining stock levels and ensuring surgery equipment is appropriately maintained.
* Be aware of what the cost requirements are relating to the stock levels that are maintained.
* Ensure that patient charges are correctly advised to reception for accurate collection
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| **HUMAN RESOURCES**  |
| * Directly supervise the work of the Dental Nurse in the surgery environment.
* As required support and supervise OHP nurses in the application of topical fluoride varnish
* Actively participate in developing and delivering oral health promotion activities, advice, education and programmes for groups of patients and other HCPs
* Support appropriate in-house training to other service colleagues where applicable.
* Regularly participate in the mentoring, training and clinical supervision of nursing, hygiene, OHP and therapy staff.
* To participate in mandatory training, including resuscitation, moving and handling and other training presently required.
* Take responsibility for your own personal and professional development; maintain competence, knowledge and skills commensurate with your role by acquiring knowledge and practice of appropriate new techniques to enhance skills.
* Ensure General Dental Council CPD requirements are met to maintain registration
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| **INFORMATION RESOURCES**  |
| * Ensure all clinical and patient records are appropriately logged on R4 system in accordance with local protocols
* Ensure all dental therapy information processed for patients and staff is kept confidential, accurate and in line with the GDPR.
* Ensure that all records are completed in accordance with Royal Devon University Healthcare NHS Foundation Trust policy, either on paper or electronically on R4 or equivalent EPR system.
* Use appropriate software to create reports as required with regards to OHP and dental therapy provision
* Ensure that email messages are read and acted upon
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| **RESEARCH AND DEVELOPMENT**  |
| * To participate in service audit and clinical governance activities, specifically to take part in audit projects relevant to oral health promotion and dental therapy.
* Participate in patient screening and national epidemiological survey programs for relevant patient/client groups in school, care homes and other relevant locations.
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| **PHYSICAL SKILLS** |
| * Driving to community sites (transporting equipment as required) and standard keyboard skills required.
* The post requires highly developed physical skills where a high degree of precision and speed along with high levels of hand, eye and sensory co-ordination are essential, in order to carry out complex dental procedures on patients who are often less than co-operative.
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| **PHYSICAL EFFORT** |
| * The wide variety of patient physique and compliance often requires difficult working posture to provide dental therapy treatments.
* Frequently required to sit or stand in restricted position for several periods when carrying out complex dental therapy treatments
* Required to assist with moving / handling patients into the dental chair
* Required to carry dental equipment for domiciliary visitsand OHP presentation
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| **MENTAL EFFORT** |
| * Complex dental procedures and/or lack of patient compliance frequently requires long periods of concentration and patience and tolerance.
* Concentration required whilst carrying out dental collection of national epidemiological surveys
* Frequently required to deal with unpredictable patient behaviour and intolerance to dental treatment which may necessitate managing a sudden change of patient interaction
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| **EMOTIONAL EFFORT** |
| * Occasional exposure to highly distressing or highly emotional circumstances when dealing with challenging special needs patients who are demonstrating challenging and or emotionally distressed behaviours.
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| **WORKING CONDITIONS** |
| * Mainly clinical conditions requiring regular direct contact with body fluids.
* Training facility or meeting room environment – as and when required.
* Frequent requirement for handling contaminated instruments and demonstration materials.
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| **OTHER RESPONSIBILITIES**  |
| Take part in regular performance appraisal.Undertake any training required in order to maintain competency including mandatory training, e.g. Manual HandlingContribute to and work within a safe working environment You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infectionAs an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust’s disciplinary policy) up to and including dismissal.You must also take responsibility for your workplace health and wellbeing:* When required, gain support from Occupational Health, Human Resources or other sources.
* Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
* Follow the Trust’s health and wellbeing vision of healthy body, healthy mind, healthy you.
* Undertake a Display Screen Equipment assessment (DES) if appropriate to role.
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| **DISCLOSURE AND BARRING SERVICE CHECKS**  |
| This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check. |
| **GENERAL**  |
| This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff. Northern Devon Healthcare NHS Trust and the Royal Devon and Exeter NHS Foundation Trust continue to develop our long standing partnership with a view to becoming a single integrated organisation across Eastern and Northern Devon. Working together gives us the opportunity to offer unique and varied careers across our services combining the RD&E’s track record of excellence in research, teaching and links to the university with NDHT’s innovation and adaptability.T*his is*  |

 PERSON SPECIFICATION

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| **Job Title** | Dental Therapist |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING** |  |  |
| Diploma or degree qualification in Dental Therapy recognised by GDC | E |  |
| Certificate in extended duties in Dental Therapy or equivalent experience | E |  |
| Significant post qualification clinical experience i.e. complex patients with special needs | E |  |
| Evidence of continuous professional development | E |  |
| Sedation certificate, willingness to achieve or equivalent experience | E |  |
| **KNOWLEDGE/SKILLS** |  |  |
| Excellent oral, written and interpersonal skills with the ability to develop effective relationships. | E |  |
| Knowledge of developing and implementing evidence based dental therapy programmes | E |  |
| Knowledge of local and national health promotion programmes | E |  |
| Analysis and interpretation of oral health data and general health promotion information |  | D |
| Effective negotiating and facilitation skills | E |  |
| Excellent organisational, patient management skills and critical appraisal skills | E |  |
| Understanding of local general public health networks. | E |  |
| Excellent IT and Keyboard skills with experience using Office package etc. | E |  |
| Be able to work autonomously under prescription of referring dentist | E |  |
| Willingness to work with children and adults with special care needs | E |  |
| Up to date knowledge of delivering oral health promotion | E |  |
| **EXPERIENCE**  |  |  |
| Experience in providing the full range of treatments appropriate to a dental therapist  | E |  |
| Experience of working in a Salaried/Community or Special Care Dental Service  | E |  |
| Working in partnerships across a range of seniority levels | E |  |
| Undertaking community-based needs assessments. |  | D |
| Experience in providing the full range of treatments appropriate to a dental therapist | E |  |
| Experience of working in a Salaried/Community or Special Care Dental Service | E |  |
| Experience of providing treatment under sedation |  | D |
| Experience of Hospital Dental Services and/or GDP | E |  |
| Experience of treating patients with complex behaviour or physical needs |  | D |
| Committed to developing and delivering Oral health promotion activities. | E |  |
| Evaluating and implementing health initiatives |  | D |
| **PERSONAL ATTRIBUTES** |  |  |
| Able to use own initiative to work effectively as an independent practitioner. | E |  |
| Has a proactive and partnership approach to team building and team working | E |  |
| Able to diffuse tension and anxiety in nervous patient confrontational situations | E |  |
| Highly motivated to deliver agreed objectives and support service aims  | E |  |
| Be able to use a non-judgemental and compassionate approach to all duties | E |  |
| Willing to work flexibly and respond to clinical/oral health promotion requests as, when and where they arise. | E |  |
| Adaptable and able to deal with new situations as they arise | E |  |
| **OTHER REQUIREMENTS**  |
| Must have current registration with General Dental Council. | E |  |
| Ability to meet the travel requirements of the post as and when necessary. | E |  |
| The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by Royal Devon Healthcare NHS Trust | E |  |

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|  | **FREQUENCY****(Rare/ Occasional/ Moderate/ Frequent)** |
| **WORKING CONDITIONS/HAZARDS** | **R** | **O** | **M** | **F** |
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| **Hazards/ Risks requiring Immunisation Screening** |  |  |  |  |
| Laboratory specimens | Y |  | x |  |  |
| Contact with patients | Y |  |  |  |  |
| Exposure Prone Procedures | Y |  |  |  | x |
| Blood/body fluids | Y |  |  |  | x |
| Laboratory specimens | Y |  | x |  |  |
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| **Hazard/Risks requiring Respiratory Health Surveillance** |  |  |  |  |  |
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| Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate) | N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | N |  |  |  |  |
| Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel) | Y | x |  |  |  |
| Animals (brought in by special care patients) | Y | x |  |  |  |
| Cytotoxic drugs | N |  |  |  |  |
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| **Risks requiring Other Health Surveillance** |  |  |  |  |
| Radiation (>6mSv) | Y |  |  |  |  |
| Laser (Class 3R, 3B, 4) | N |  |  |  |  |
| Dusty environment (>4mg/m3) | N |  |  |  |  |
| Noise (over 80dBA) | N |  |  |  |  |
| Hand held vibration tools (=>2.5 m/s2) | Y |  |  | x |  |
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| **Other General Hazards/ Risks** |  |  |  |  |
| VDU use ( > 1 hour daily) | Y |  |  |  | x |
| Heavy manual handling (>10kg) | Y | x |  |  |  |
| Driving | Y |  |  | x |  |
| Food handling | N |  |  |  |  |
| Night working | N |  |  |  |  |
| Electrical work | N |  |  |  |  |
| Physical Effort  | Y |  |  | x |  |
| Mental Effort  | Y |  |  |  | x |
| Emotional Effort  | Y |  | x |  |  |
| Working in isolation | N |  |  |  |  |
| Challenging behaviour | Y |  |  |  | x |