PUBLIC HEALTH DENTAL HYGIENE PRACTITIONER

(General)
(Bilingual)

GENERAL DEFINITION

This is dental work at the practitioner level in the care and treatment of the teeth and gums of patients in the City’s Dental Health Clinics. Employees in this class provide educational, preventative and therapeutic, and intra-oral services. Employees perform hygienist duties such as examining teeth and other oral structures, cleaning teeth, applying sealants, and topical fluoride and performing radiological procedures without the direct supervision of a Dentist. Employees additionally maintain records of dental treatment. Employees may be assisted by lower-level auxiliary personnel in the dental clinic. Employees in this class must work at multiple health centers and on varying shifts as assigned based on health center needs.

ALLOCATING FACTORS: (The following conditions must be met for a position to be allocated to this class.)

- Positions in this class must be located in one of the City’s Health Clinics.
- Positions in this class must perform practices of a dental hygienist without authorization, assignment or examinations by a dentist.

TYPICAL EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

BILINGUAL SPECIALTY

Performs the duties described below with English speaking and designated non-English speaking populations.

BOTH SPECIALTIES

Assesses dental condition and needs of patient including examining head, neck and oral cavity for disease; uses patient screening procedures to include medical history review and medications; perform oral cancer screenings, conducts dental charting and periodontal charting for diagnosis and treatment.

Delivers direct patient care to patients using established dental hygienist procedures; performs treatment procedures such as oral prophylaxis, scaling, root planning, cutterage, polishing, places chemotherapeutic medicaments and subgingival agents, conditions teeth for and applies protective topical agents, sealants and fluorides and related procedures within scope of practice for dental hygienists.

Takes, develops, duplicates and mounts dental x-ray films; changes film processing solutions as required.
Develops and implements individualized dental care plans for patients; performs patient/family education including good oral hygiene, flossing and brushing techniques, and nutritional counseling; performs discharge planning.

Assists with emergency measures for sudden adverse developments during treatment of patients.

Assists in preparation of patient care areas; prepares reports and assists as required with triage and/or office duties.

Orders and maintains dental hygiene instruments and supplies.

Instructs children and adults in the health center, at schools and in the community on proper dental care and oral hygiene.

May direct activities of lower-level dental auxiliary staff.

Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

KNOWLEDGE OF:

- principles, practices and current developments of dental hygiene
- principles and practices of preventive medicine, as they apply to dental hygiene
- the types and uses of dental instruments and of the preparation and use of dental materials
- technical dental treatment procedures and dental nomenclature
- radiological procedures
- general office procedures, patient flow and standard clerical operations as they apply to a dental clinic
- public Health concepts and dental hygiene practices and procedures
- current infection control procedures, blood borne pathogen standards and OSHA regulations
- use of computers and standard computer software packages used for word processing, spreadsheets, and database management

SKILL IN:

- dental procedures and techniques such as sterilization and care of instruments
- taking and developing x-rays
- instructing patients, especially children and adolescents in proper care of teeth and gums
- cleaning teeth, application of fluoride and sealants

ABILITY TO:

- perform a full range of established dental hygienist protocol and procedures
- analyze dental records and formulate effective therapeutic treatment plans
- communicate technical information to non-technical personnel
- carry out proper procedures, practices and manners while giving treatment
• obtain the confidence and cooperation of preschool and school age children while rendering dental treatment
• instruct children and parents in proper dental care and oral hygiene

**MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE** (The following statement represents the minimum training and experience standards which will be used to admit or reject applicants for tests. Applications submitted by candidates for this class will be reviewed based on training and experience requirements as approved on 5/12.)

**CERTIFICATION:**

Certification by the Pennsylvania State Board of Dentistry as a Public Health Dental Hygiene Practitioner.

**AND EXPERIENCE:**

One year of dental hygiene experience in a dental practice or clinic.

**BILINGUAL SPECIALTY**

Sufficient training and/or experience to be able to understand and speak fluently and clearly in English and a designated non English language.

**PREFERRED EDUCATION:**

Bachelor of Science Degree in Dental Hygiene, Health Science or Allied Health from an accredited college or university.

Or any combination of education and experience determined to be acceptable by the Office of Human Resources which includes certification by the Pennsylvania State Board of Dentistry as a Public Health Dental Hygiene Practitioner.

**PHYSICAL AND MEDICAL REQUIREMENTS**

Ability to physically perform the duties and to work in the environmental conditions required of a position in this class.

**LICENSES, REGISTRATIONS AND/OR CERTIFICATES**

Possession of a Pennsylvania State license as a Dental Hygienist at the time of application.

Certification by the Pennsylvania State Board of Dentistry as a Public Health Dental Hygiene Practitioner at time of application.

**Class Established:**
CSC – 4/12