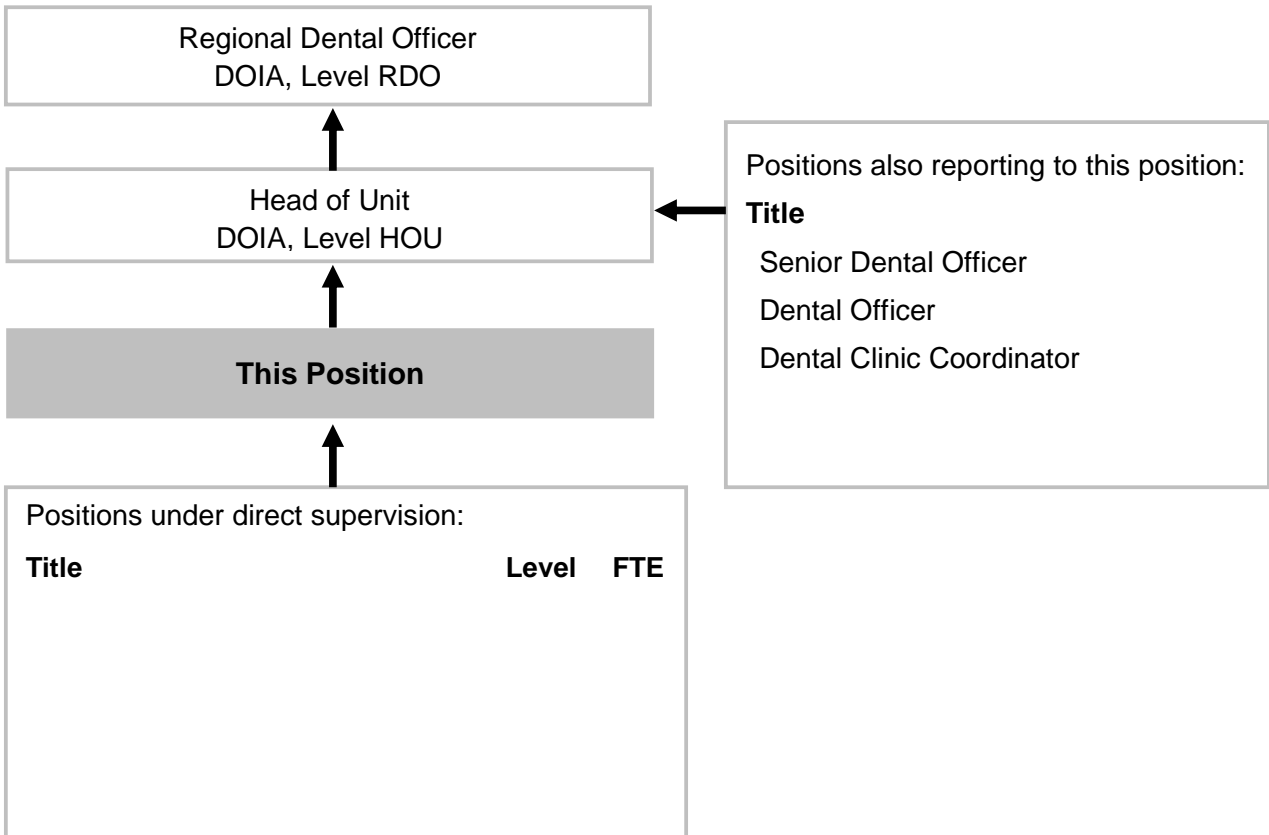




Job Description Form

DENTAL TECHNICIAN
(GENERAL DENTAL CLINIC)
 Dental Technicians Industrial Agreement: Level 1/2
 Position Number: 00000880

Reporting Relationships



Key Responsibilities

Constructs and repairs removable and fixed dental prostheses and appliances, as prescribed. Undertakes all technical aspects related to dental prostheses.

Brief Summary of Duties (in order of importance)

1. Technical Duties

- The construction and completion of removable/fixed dental prostheses and appliances (including all technical aspects), as prescribed.
- Articulate models using all types of articulators including plain line and semi-anatomical articulators.
- The pouring of impressions and model preparation.
- Perform denture repairs as prescribed by the dental clinician.
- Other duties as required.

2. Administrative Duties

- Complete all relevant statistical documentation.
- Utilise the DHS information management system as directed.
- Other duties as required.

3. General Duties

- Follow policies, procedures and guidelines to maintain infection control.
- Follow policies, procedures and guidelines for maintenance of equipment and instruments.
- Undertake cleaning of work areas at the end of day's duty.
- Other duties as required.

4. Education & Training

- Engages in continuing professional development/education.

5. DHS Governance, Safety and Quality Requirements

- Participates in the maintenance of a safe work environment.
- Participates in an annual performance development review.
- Has an understanding and fulfils National Safety and Quality Health Services Standards requirements including but not limited to:
 - Participating in continuous safety and quality improvements actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience that align with actions described within the standard.
 - Participating with the development, implementation, reporting and monitoring of DHS activities.
 - Ensuring records and statistics are kept in accordance with established procedures.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health and Dental Health Services Policies and Procedures including the relevant Occupational Safety and Health legislation, Equal Opportunity legislation and WA Health Code of Conduct.

Work Related Requirements

Essential Selection Criteria

1. Dental Technician Qualification.
2. Experience in construction, repair and relining of fixed and removable prostheses.
3. Good communication and interpersonal skills.
4. Demonstrated organisational skills.

Desirable Selection Criteria

1. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.
2. Keyboard and computer skills.

Appointment Criteria

- Satisfactory completion of Dental Health Services practical trade test.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

SPECIALISED EQUIPMENT OPERATED:

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

_____	_____	_____	____/____/____
Manager / Supervisor Name	Signature or	HE Number	Date
_____	_____	_____	____/____/____
Dept. / Division Head Name	Signature or	HE Number	Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

_____	_____	_____	____/____/____
Occupant Name	Signature or	HE Number	Date

HSS Registered: **Yes/No**

Date: **18/12/19**