



HSS Registered

Dental Therapist

Position Details

Position Number: **00000765**
Classification: **Level 3/4**
Agreement: **Public Service and Government Officers General Agreement**
Directorate: **Mental Health, Public Health and Dental Services**
Department: **Dental Health Services**
Location: **North Metropolitan Health Services**

Reporting Relationships

This position reports to:

Area Dental Officer	Level ADO
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Primary Purpose of the Role

Provide dental care for enrolled children in Dental Therapy Centres.

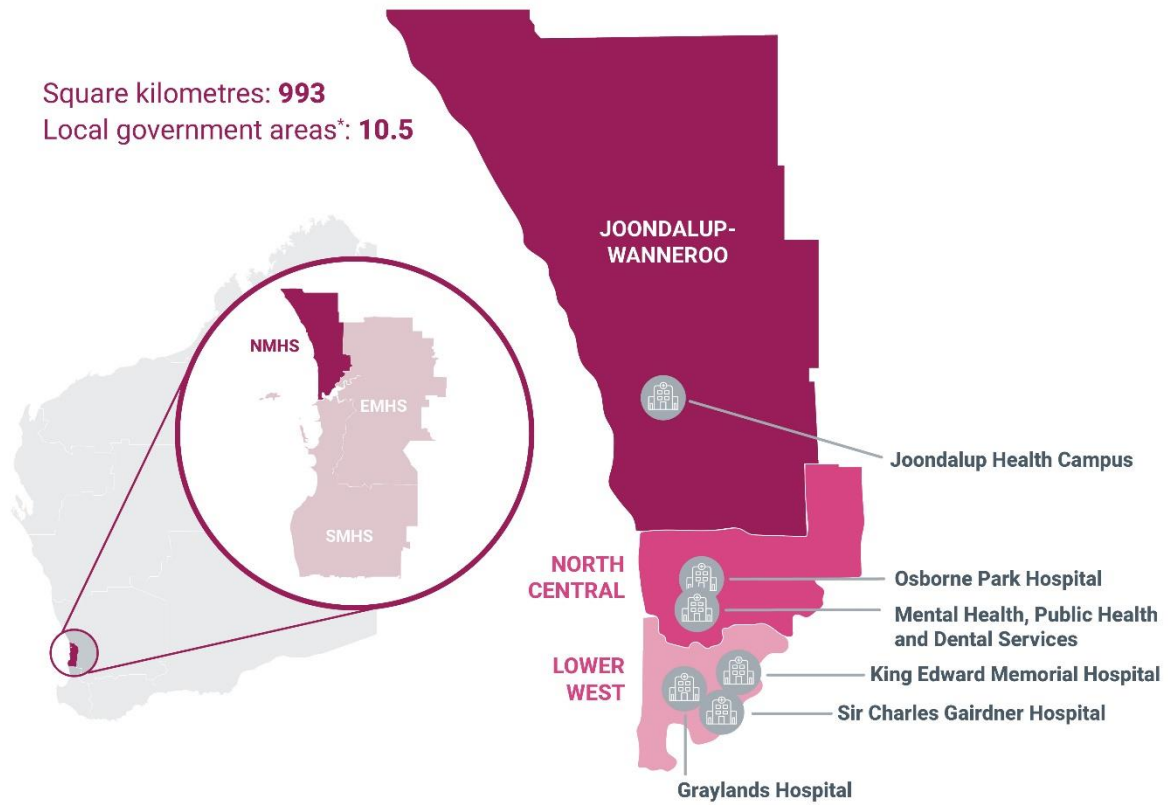
Vision

A trusted partner, delivering excellent health care for our people and our communities.



Mission

To promote and improve the health of our people and our communities.



North Metropolitan Health Service

Since our establishment in 2016, NMHS has embraced best practice to deliver improved clinical outcomes in the face of rising challenges for all healthcare providers. With a budget of \$2.16 billion and 8,917 full-time equivalent (FTE) staff, we serve a population of 736,907 people (about 28% of Western Australia's total population) within a catchment area of almost 1,000 square kilometres. The population we serve is projected to increase by 17% between 2021 and 2031, and the number aged 65 years and older will increase by 41% over the same period. NMHS provides a comprehensive range of adult specialist medical, surgical, mental health and obstetric services in WA, delivered across three tertiary hospitals and two secondary hospitals, all fully accredited. NMHS oversees the provision of contracted public health care from Joondalup Health Campus operated under a public-private partnership. A range of statewide, highly specialised multidisciplinary services is offered from several NMHS hospital and clinic sites.



Our values



Care

We show empathy, kindness and compassion to all.



Respect

We are inclusive of others and treat everyone with courtesy and dignity.



Innovation

We strive for excellence and are courageous when exploring possibilities for our future.



Teamwork

We work together as one team in a spirit of trust and cooperation.



Integrity

We are honest and accountable and deliver as promised.

Please refer to [NMHS Values – Organisational/Individual Behaviours](#) for information on individual behaviours that reflect the organisation's values.

Our strategic priorities

We are focussing on six strategic priorities for the 2020-2025 period:



Enabling healthy communities

We build healthy and engaged communities



People-centred care

We will place our consumers' and their carers' best interests and experience at the core of all we do



Integration and connection

We will build strong connections and partnerships



Innovation and adaptive models of care

We will use research and technology to improve outcomes



Trusted, engaged and capable people

We will invest in our people and our culture



Sustainable and reliable

We will reduce harm, waste and unwarranted variation



Key Accountabilities

Brief Summary of Duties

1. Clinical

- 1.1 Provides dental care for enrolled children and where necessary refers patients according to the policies and procedures of the Dental Health Services (DHS).
- 1.2 Maintains patient records and central management records in accordance with DHS instructions.
- 1.3 Supervises and gives guidance to Dental Assistants and student Dental Assistants.
- 1.4 Provides information and presentations on oral health to individuals, schools, community groups and health professionals and implements preventive programs in community groups.
- 1.5 Provides statistical documentation in accordance with DHS instructions.
- 1.6 Maintains instruments and equipment in accordance with DHS instructions.
- 1.7 Carries out other duties as required.

2. Education & Training

- 2.1 Engages in continuing professional development/education and ensures continuous eligibility for relevant dental practitioner registration.
- 2.2 Participates in regular peer review and case review meetings.

3. NMHS Values: *Care, Respect, Innovation, Teamwork, Integrity*

- 3.1 Reflect the NMHS values in the way you work, behave and make decisions.

4. NMHS Governance, Safety and Quality Requirements

- 4.1 Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 4.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 4.3 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.
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 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.



4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

5. Undertakes other duties as directed.

Work Related Requirements

The following criteria should be considered in the context of the NMHS Vision, Mission and Values.

Essential Selection Criteria

1. Eligible for registration by the Dental Board of Australia.
2. Demonstrated organisational ability.
3. Well-developed interpersonal and communication skills.
4. Demonstrated experience working within a small team environment.
5. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Recent relevant experience working as a Dental Therapist.
2. Knowledge of the current Health Act and Health Practitioner Regulation National Laws as applicable.

Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Dental Board of Australia must be provided prior to commencement.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.

SPECIALISED EQUIPMENT OPERATED: Dental equipment, autoclave, dental x-ray equipment and evacuation equipment.



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/HE:
Date:

Dept./Division Head

Name:
Signature:
Date:

Position Occupant

Name:
Signature:
Date:

