

Position Description

Position Title	Dentist
Position Number	30025394
Division	Community and Continuing Care
Department	Community Dental Services
Enterprise Agreement	VPHS (General Dentists, Dental Therapists, Dental Hygienists And Oral Health Therapists) Multi Enterprise Agreement 2024-2028
Classification Description	Dentist Level 4
Classification Code	DG8 – DG18
Reports to	Manager Community Dental Services
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

The Level 4 Dentist, as a highly experienced and competent dental practitioner is responsible for the provision of a broad range of clinical duties within the scope of publicly funded dental services, including the management of difficult clinical situations, complex medical and social histories and patients with disabilities.

The Level 4 Dentist possesses advanced skills to independently carry out a broad range of complex dental procedures, rarely requiring support or advice from other clinicians, in accordance with Bendigo Health clinical standards and policies to ensure the provision of high quality and efficient services.

The Level 4 Dentist will provide clinical leadership, supervision and support of all clinical staff based within the Dental Service. They will assist the Senior Dentist in facilitating, maintaining and developing the knowledge and expertise of clinical and auxiliary staff who provide dental services.

The Level 4 Dentist will collaborate with the LRHS DOH team to support and enable their teaching philosophy within the CDS and actively contribute to quality improvement activities relevant to CDS. CDS has a commitment to assuring safety and quality in the services it provides.

In keeping with this commitment all services will be provided by the CDS team working together with shared accountability for improving health outcomes for the people attending for care. The potential for good oral health outcomes requires a foundation of regular self-maintenance which the oral health team have a responsibility to educate, support and develop.

Responsibilities and Accountabilities

Key Responsibilities

- Meet all aspects/competencies of a Level 4 Dentist as set out in the Victorian Public Health Sector (General Dentist) Enterprise Agreement 2018-2022

Clinical Services & Patient Care

- Assist the Senior Dentist in providing clinical leadership within the CDS.
- Provide comprehensive high level support in clinical decision making to other members of the oral health team as required.
- Manage complex patient care queries escalated by other dental practitioners/students.
- Perform general dental work requiring independent examination, investigation, treatment planning and management of patients in accordance with Bendigo Health and DHSV clinical standards and policies, and that aligns with the principles of public health and delivery of Value Based Healthcare (VBHC).
- Provide clinical procedures such as restorative, prosthetic, orthodontic preventative, endodontics, oral surgery procedures and referral of patients for specialist treatment.
- Ensure accurate diagnosis and treatment planning occurs within the service, identifying high risk dental patients.
- Provide patient care as required, in a theatre session conducted in day surgery unit of the Bendigo Health acute hospital.
- Collaborate and communicate with all members of the oral health team to achieve desired consumer outcomes including identifying where improvements can be made to the quality of consumer care.
- Provide a high quality service to consumers that reflects evidenced based practice and is in accordance with National Safety and Quality Health Service (NSQHS) standards.
- All interactions with patients show appropriate responses to their needs and demonstrate the application of Bendigo Health values.
- Ensure consumers, families/representatives or carers of the Dental Service are provided with timely information and are involved in decision making about their care.

- Uphold and protect consumer rights, maintain strict confidentiality and continually practice the principles of open disclosure.
- Provide dental education to patients aimed at maintaining and improving their oral health.
- Ensure services delivered are effective, efficient, coordinated and client focused.

Staff Supervision, Leadership and Support

- High level of understanding, contribution and leadership of dental public health principles and application at a service wide level to ensure all staff work effectively with the interdisciplinary team and supports Bendigo Health's model of care.
- Mentor, supervise and/or support students, less experienced clinicians and dental assistants to build their clinical skills, confidence and ability.
- Demonstrate outstanding leadership by modelling a professional approach in relation to quality customer service, including counselling and guidance.
- Promote the educational philosophy of the Department Dentistry and Oral Health within CDS and Bendigo Health.
- Maintain courteous and professional interpersonal relationships with all members of staff, stakeholders and consumers.
- Actively participate in the performance and development review process with clinical staff as required, including identification and implementation of staff development.
- Undertake and provide leadership in the selection and induction of new staff as required.
- Actively participate and contribute to staff meetings.
- Liaise and network with relevant professional and community groups.

Education & Professional Development

- Maintain and demonstrate regulated clinical skills and competencies by undertaking professional development, continuing education and completing mandatory training as defined by Bendigo Health.
- Collaborate and work with LRHS DOH to maximise learning opportunities for all staff and students
- Assist the Senior Dentist in providing effective leadership, talent acquisition/development and succession planning within the team.
- Lead internal professional development and continuing education sessions for the clinical team.
- Participate in education of key personnel and service providers on matters relating to the oral health needs of the Bendigo community.
- Ensure that dental programs and activities within Bendigo Health that impact the community involve appropriate community/consumer consultation.

Resource Management & Policy Compliance

- Comply with best practice healthcare standards, legislation, Bendigo Health clinical governance framework and clinical practice guidelines.
- Adhere to Occupational Health and Safety policies and procedures, complying with Bendigo Health Infection Control policies and participation in required audits.
- Report, investigate and action all clinical adverse events, complaints and 'near misses' in accordance with Bendigo Health processes and DHSV Clinical Incident & Complaint Reporting Policies.
- Maintain and process patient records in accordance with BHCG and DHSV Clinical Record Standards and the Health Records Act 2002.
- Assist the Senior Dentist to ensure consumer feedback and complaints are responded to appropriately and issues are resolved whilst maintaining quality and safe clinical care.

- Plan, implement and manage projects or dental initiatives to manage risk and to ensure continuous improvement in quality assurance, including internal and external accreditation processes.
- Undertake data collection for the monitoring and evaluation of programs.
- Provide advice to the Senior Dentist on issues related to clinical performance, clinical policy and service delivery.

Key Selection Criteria

Essential

Qualifications, Certificates and Registrations

1. Current registration with Australian Health Practitioner Regulation Agency (AHPRA) as a Dentist and ability to meet all credentialing requirements to practise within Bendigo Health.
2. Current Radiation Operators Licence.

Specialist Expertise and Knowledge

3. Demonstrated high level of clinical competence and experience in the provision of general dental services delivered through public, private and/or specialist providers including the delivery of dental treatment to the medically compromised.
4. Demonstrated experience in providing clinical leadership and supervision of clinical staff.
5. Demonstrated understanding of public dental care and associated clinical service delivery. Including a strong commitment to public health principles and value based healthcare.
6. Demonstrated experience providing safe high quality patient-centred care that meets best practice standards.

Desirable

Personal Qualities, Skills and Abilities

7. Demonstrated ability to set performance standards, counsel, negotiate and resolve issues.
8. Demonstrated ability to be effective, flexible and responsive in an environment of change and continuous improvement.
9. Ability to interact and communicate effectively with a diverse range of people from all levels, cultures and backgrounds, including excellent written and verbal presentation.

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.

- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.