

BIGGER AND MORE CHALLENGING WORK



Specialist Dentist – Oral Medicine

Title: Specialist Dentist – Level 1	Reporting To: Head of Unit – Oral Medicine
Business Unit: Specialist Care, RDHM	Classification Level: SP01

Position Purpose:

As part of the Oral Medicine team within the Royal Dental Hospital of Melbourne (RDHM), this role is responsible for providing specialist dental care within the scope of publicly funded dental service, including patients with disabilities and complex medical histories. This role undertakes advanced clinical procedures appropriate to the specialty (Oral Medicine). The specialist dentist also acts as a consultant in relation to the particular specialty and liaises closely with other clinical services and service providers. The specialist assists in providing leadership in the supervision of all staff based at a clinic/department.

Role Accountabilities:

Role Specific

- Act as team leader and supervise less experienced dentists, postgraduates, dental auxiliaries, or under-graduates ensuring they receive professional support, clinical direction and leadership in their provision of high quality and efficient services for patients.
- Respond to advice sought and referrals within the specialist from dentists both internally and externally.
- Provide direct, quality patient care in accordance with DHSV clinical standards and policies.

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- Manage patients within competency and experience levels as defined by the DHSV Credentials & Clinical Privileges Policy and as assessed by regular record audit.
- Maintain and process patient records in accordance with DHSV Clinical Record Standards and the Health Records Act 2001.
- Adhere to DHSV Clinical Incident & Complaint Reporting Policies, ensuring DHSV Infection Control and DHSV Occupational Health & Safety Policies and Procedures are followed.
- Actively participate in new models of care within DHSV in collaboration with other professionals and staff.

Generic:

- Actively contribute to the implementation and continuous improvement of quality assurance programs, workplace health and safety, infection control procedures, quality and service delivery outcomes and personal professional development, including contribution and support of external accreditation process.
- Commitment to continuing personal and professional development in accordance with organisational policies and procedures and per requirements of the Dental Practice Board of Victoria.
- Demonstrate and promote a proactive commitment to health & safety, well-being and the environment by actively participating in the ongoing identification and prevention of risks.
- Maintain patient privacy and confidentiality in accordance with organisational procedures and policies.
- Participate in myDevelopment ensuring goals are signed off and reviewed.
- Model behaviours that demonstrate the Victorian Public Sector and DHSV values in all aspects of work.

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Role requirements:

<p>Knowledge:</p> <p>Mandatory</p> <ul style="list-style-type: none"> • Specialist qualification recognised with AHPRA. • Knowledge in the management of dental public health programs. • Knowledge of public health and government health services legislation, regulations and policies. • Working with Children Check. • Radiography License. • Police Check. • Current Basic Life Support certification. Desirable • Knowledge of DHSV and public oral health. • Knowledge of a patient management system e.g. Titanium 	<p>Experience</p> <p>Mandatory</p> <ul style="list-style-type: none"> • Experience in providing clinical leadership and supervising clinical staff. • Experience in treating clients with high/special needs • Excellent verbal and written communication skills and the ability to liaise effectively with all stakeholders levels • Experience in working well under pressure and with minimal supervision and coordinating multiple tasks. Desirable • Experience in a public health sector environment. • Experience in using a patient management system e.g. Titanium.
<p>Behavioural Competencies</p> <ul style="list-style-type: none"> • Gaining Commitment • Customer Focus • Building Trust • Decision Making • Planning and Organising • Collaboration • Aligning Performance for Success • Continuous Improvement • Coaching • Quality Orientation 	<p>KPIs: (to be developed with incumbent as part of myDevelopment)</p>