

Dental Hygienist

Shenandoah Community Health Clinic is a non-profit 501(c)(3) organization dedicated to bridging the gaps in healthcare and providing essential services to the community. Located in Woodstock, VA, we strive to ensure access to a wide variety of healthcare services for all individuals.

Role Description

Patient Management:

- Review daily schedule with the administrative assistant for hygiene patients.
- Schedule hygiene patients efficiently.
- Review and update patient health and dental history forms.
- Accurately chart each patient's periodontal health.
- Perform thorough and gentle prophylaxis for patients.
- Perform scaling, root planning, and selective polishing as appropriate.
- Polish restorations.
- Administer local anesthetics, if allowed by dental practice act.
- Place medicaments subgingivally for periodontal disease treatment.
- Take radiographs as prescribed by the dentist.
- Apply cavity-preventive agents, such as fluorides and sealants.
- Communicate with patients in an understandable and professional manner.
- Check on patient comfort during treatment and help allay patient anxiety.
- Accurately record provided treatment.
- Teach proper oral hygiene techniques.
- Counsel patients on oral health, including the role of nutrition.
- Perform other tasks assigned by the dentist.

Treatment Room Management and Sterilization:

- Ensure treatment room cleanliness and make necessary changes.
- Check and turn on treatment room equipment.
- Gather and review patient charts for the day.
- Clean treatment room at the end of the day and turn off equipment.
- Maintain a supply inventory for hygiene treatment.

- Review, select, and submit orders for patient education materials.
- Properly discard all disposable items from each visit.
- Assemble soiled instruments and place in sterilization area.
- Clean treatment room surfaces with disinfectant solution.
- Pre-soak soiled instruments in a disinfectant.
- Sort and package instruments by tray for proper sterilization.
- Load, activate, and vent the sterilization unit according to manufacturer's directions.
- Store instruments and trays in appropriate places.

Records Management:

- Securely store and handle patient records in compliance with office policies and legal requirements, such as HIPAA regulations.
- Accurately record medical and dental histories.
- Accurately file patient information.
- Arrange patient charts.
- Assist in the administration of the recall system.

Office Participation:

- Be an active participant in team meetings.
- Promote team concepts by interacting with others in the office.

Requirements:

- Must be licensed to practice in the state and meet other applicable state requirements.