

POSITION: DENTAL HYGIENIST

POSITION SUMMARY

The Dental Hygienist provides safe, direct patient care utilizing the Dental Hygiene process in the ambulatory setting. Provides clinical leadership for other staff. Under direction of the Hidalgo Medical Services Chief Dental Officer, guidelines include all HMS policies and procedures and the State of New Mexico Dental Hygienists Act. Ages of patients served includes: pediatric, adolescent, adult and geriatric age groups.

POSITION ACCOUNTABILITIES

Responsible for excellent clinical treatment and overall care of patients

Clinical Care

1. Ensure patient understanding of treatment procedures, alternatives and risks
2. Take radiographs as needed
3. Provide care and information that reflects current standards of care
4. Assist Dentist in formulating and delivering soft-tissue management plan
5. Perform clinical procedures relative to training and license including but not limited to:
 - a) Periodontal probing and charting
 - b) Periodontal classification
 - c) Home Care instruction
 - d) Initial Prophylaxis
 - e) Deep periodontal scaling with anesthesia (as certified)
 - f) Coronal polishing
 - g) Tooth bleaching
 - h) Make impressions of patient's teeth for study casts
 - i) Assist dentist with special tests, procedures, and complex treatments at chair-side
 - j) Assist with or institute emergency measures for sudden, adverse developments in patients
6. Monitor patient's response to care and provide positive feedback
7. Strive to provide gentle care
8. Respectfully explain benefits of consistent care, specific treatments and possible negative outcomes of not having or following treatment plans

Patient Management

1. Greet patients and monitor wait time
2. Escort patients to the treatment room
3. Seat patients in the treatment room
4. Perform vitals including but not limited to obtaining blood pressure, verifying medical history, medication history, allergy history, and smoking cessation
5. Show care and concern and help patients feel comfortable
6. Remain with patient at chair side
7. Ensure all patient questions are answered thoroughly before they leave
8. Chart all patients and record date, service rendered in patient chart

9. Escort patient from the treatment room
10. Ensure proper treatment notes are recorded in patient's chart
11. Perform clinical procedures as practice act will allow and as directed by dentist
12. Give patient instruction and demonstrate as necessary
13. Monitor patient flow
14. Provide contact information to patients following a difficult appointment

Treatment Room Management and Sterilization

1. Oversee cleanliness of the treatment room according to sterilization procedures
2. Disinfect treatment room
3. Sterilize all instruments and hand pieces
4. Monitor supplies and report needs

Office Participation

1. Assist in other area of the clinic as necessary (i.e. phones. Unpacking supplies, completing insurance forms, moving dismissed patient records, etc.)
2. Actively participate in staff meetings
3. Promote team concept by interacting with positively with other staff members

Perform other duties as assigned

MINIMUM QUALIFICATIONS

License to practice as a Dental Hygienist in the state of New Mexico

Current BLS or equivalent certification or must obtain BLS or equivalent certification within 90 days of employment

Evidence of continuing education necessary to maintain licensure

DESIRABLE ABILITIES

Fluent in English and Spanish, both written and oral preferred

Effective verbal and written communication skills

Documented clinical experience preferred

TO APPLY:

Completed HMS Employment Application may be emailed to jobs@hmsnm.org or

Dropped off or mailed:

1105 N. Pope Street, Building C, Silver City, NM 88061

or

530 De Moss Street, Lordsburg, NM 88045

For more information call 575-534-0788