



Position: Dental Hygienist (Part-time)

Basic Qualifications:

- Associate's Degree from an accredited school of dental hygiene
- Unrestricted, current license to practice dental hygiene in the State of Ohio
- Ability to establish and maintain effective professional relationships with fellow healthcare providers
- Must have experience working with children
- Excellent interpersonal, verbal, and written communication skills
- Valid driver's license and reliable transportation
- Basic understanding and knowledge of HIPAA privacy practices
- Current CPR and BLS certifications

Preferred Qualifications

- 2 or more years' experience as a Registered Dental Hygienist
- Experience with Dentrix, Dexis, or other EHR system

Responsibilities:

1	Prepares treatment room for patient by adhering to prescribed procedures and protocols.
2	Maintains instrumentation for dental hygiene treatment by sharpening, sterilizing, and selecting instruments.
3	Documents dental hygiene services by recording vital signs and medical and dental histories; charting in patient records.
4	Maintains patient confidence and protects operations by keeping information confidential and follows HIPAA regulations.
5	Maintains safe and clean working environment by complying with procedures, rules, and regulations.
6	Maintains dental supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies.
7	Maintains CPR & BLS certifications.
8	Obtains baseline oral hygiene assessment data based upon accepted principles of oral hygiene and periodontal care.
9	Screens participant's health histories, sets up, maintains and updates patient charts thoroughly and accurately.
10	Provides oral health education and appropriate individual counseling for all TLCHD dental patients.
11	Provides clinical oral hygiene services including dental prophylaxis, scaling, sealant and fluoride application, radiographs, and caries-risk assessments consistent with accepted professional practices and standards and in compliance with applicable state laws and the TLCHD's clinical protocol.
12	Organizes and performs preventative oral health presentations at on-site and off-site locations.
13	Assists in the provision of technical assistance and health education in the community as required.
14	Performs individual procedures as delegated and directed by a dentist in accordance with state regulations and law as well as Dental Department protocol and directive.
15	Assists in the maintenance of all Dental Department areas in compliance with Dental Department directive and policies as well as center policies and procedures relative to infection control, exposure control and safety issues.
16	Receives and places necessary phone calls consistent with professional matters, clinic business and patient care of the Dental Department.
17	Assists with various clinical and administrative functions of the center as appropriate.

18	Ensures the proper disposal of all contaminated or potentially contaminated materials in accordance with Dental Department directive and center policy as well as state and federal regulations.
19	Travels to schools regularly to provide dental hygiene services to students; coordinates equipment maintenance and performs minor repairs of equipment; arranges moving of equipment from school to school.

Please email or mail cover letter and resume to:

Email: TLCHDresumes@co.lucas.oh.us

Toledo-Lucas County Health Department
Attn: Khayla Finnegin
635 N. Erie
Toledo, Ohio 43604

The Toledo-Lucas County Health Department is an Equal Opportunity Employer. The Department operates in accordance with Title VII of the Civil Rights Act of 1964.