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GOVERNANCE AND IMPLEMENTATION

This resource should be reviewed and endorsed in accordance with the organisation's governance and document control processes prior to implementation.

[Insert Organisation's Letterhead / Header]

DUTY STATEMENT

POSITION TITLE:	Dental Therapist
REMUNERATION/CONDITIONS:	In accordance with the Aboriginal Community Controlled Health Services Award
POSITION STATUS:	Part-time or Full-time
DIRECTLY RESPONSIBLE TO:	Dental Manager
PERFORMANCE APPRAISAL:	6 month probationary period; performance reviews every 12 months thereafter
POSITION FUNCTION:	Provide high-quality, culturally safe oral health care, prevention, and education services to Aboriginal and Torres Strait Islander patients, particularly children and young people, within the scope of dental therapy practice.
MINIMUM SKILLS REQUIRED:	Qualified Dental Therapist with current AHPRA registration

POSITION SUMMARY

The Dental Therapist provides preventive and restorative oral health care to eligible patients, particularly children and adolescents, in alignment with culturally appropriate practice. The role includes screening, treatment, oral health education, and referrals. The Dental Therapist works collaboratively within the dental and broader clinical team to improve community oral health outcomes and access to dental care.

RESPONSIBILITIES

Clinical Care & Patient Support

- Deliver dental care including oral health assessments, prevention, restorations, and extractions within scope of practice
- Provide care primarily to children and adolescents, and other patients as permitted by regulation
- Conduct screening and early intervention for oral health conditions
- Apply fluoride treatments, fissure sealants, and oral hygiene education
- Support continuity of care by maintaining accurate patient records and referrals
- Identify patients requiring referral to a Dentist and coordinate follow-up
- Educate patients and families about oral hygiene, diet, and dental care routines
- Assist with patient triage and appointment scheduling when required
- Support outreach dental care and mobile dental clinics where applicable

Cultural & Community Engagement

- Provide culturally respectful oral health care that considers community values and beliefs
- Work with Aboriginal Health Workers and community programs to promote oral health
- Participate in oral health promotion activities in schools and community settings
- Build trust with patients and families through respectful and shame-free communication

Continuous Improvement & Accreditation

- Participate in infection control, sterilisation audits, and safety checks
- Contribute to CQI and accreditation processes within the dental program
- Engage in program evaluation and report outcomes of health promotion activities
- Provide feedback to improve service access and community engagement

WHS & Clinical Governance

- Maintain high standards of infection control, hygiene, and sterilisation procedures
- Use and maintain dental equipment safely and report issues promptly

- Comply with clinical governance processes and participate in policy reviews
- Attend Clinical Governance meetings when required

MEETINGS

- Dental team meetings
- All staff meetings
- Monthly Clinical Governance Committee (as required)
- School and community oral health program planning meetings (where relevant)

KEY PERFORMANCE INDICATORS

Focus Area	KPI
Clinical Service Delivery	≥90% of scheduled patients receive care within scope
Preventive Treatment	≥80% of children receive fluoride and/or fissure sealants as required
Health Promotion	≥2 school or community oral health sessions delivered per quarter
Cultural Safety	≥90% of patients report satisfaction with respectful and safe care

PROFESSIONAL DEVELOPMENT

- Maintain AHPRA CPD requirements for Dental Therapists
- Participate in training on Aboriginal cultural safety and trauma-informed care
- Attend workshops on preventive dentistry and oral health promotion
- Engage in peer review and reflective practice

ESSENTIAL SKILLS AND EXPERIENCE

- Experience in paediatric or community dental care
- Knowledge of oral health promotion strategies and preventive treatments
- Ability to work in a culturally safe and sensitive manner
- Effective communication and patient education skills
- Understanding of the oral health challenges affecting Aboriginal communities

MANDATORY REQUIRMENTS

- Current registration with AHPRA as a Dental Therapist
- Valid Infection Control training
- Current CPR certificate
- Current National Police Check

- Current Working with Children Check or equivalent clearance
- Current Driver's Licence
- Compliance with all organisational policies and procedures
- Adhere to confidentiality and privacy requirements in line with the Health Records and Information Privacy Act 2002 (NSW) and other relevant legislation.

SIGNATURE & ACKNOWLEDGEMENT

I agree to abide by the standards and policies and have read and understood the job description and agree to comply with same.

Employee Signature: _____

Date: _____

Manager Signature: _____

Date: _____