

Classification Title: Dental Hygienist

FLSA Status: Non-Exempt

BRIEF DESCRIPTION: Provides clinical dental hygiene services screening, preventive care and education for clients. Distributes educational information and follows up on activities and referrals.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.

S Sedentary	L Light	M Medium	H Heavy	V Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	L	Screens patients for dental problems and to perform initial assessments. Exposes and processes X-rays and performs oral prophylaxis, scaling and root planning. Assists dentists as necessary.
2	L	Administers sealants and fluoride treatments as necessary. Discusses treatments with parents of minor and pre-school children. Follows up with parents.
3	L	Provides information to patients and schools regarding basic dental hygiene and education. Instructs on implementing tooth brushing programs, the importance of prenatal brushing and participation in community activities regarding general dental health.
4	S	Maintains records of screenings, follow up and referrals. Prepares regularly scheduled reports of activities. Maintains all supplies and inventory.

CLASSIFICATION REQUIREMENTS:

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Education	Associate's degree or equivalent from an accredited dental hygiene program.
Experience	One year of experience as a dental hygienist.
Equivalent Education & Experience Accepted?	No
Certification and Other Requirements	License to practice as a dental hygienist in North Carolina.
Reading	Intermediate
Math	Intermediate

CLASSIFICATION REQUIREMENTS	
Writing	Intermediate
Managerial	Receives Limited Direction.
Budget Responsibility	Has no budget responsibility.
Supervisory / Organizational Control	Work requires the occasional direction of helpers, assistants, seasonal employees, interns, volunteers or temporary employees.
Interpersonal / Human Relations Skills	Work requires frequent and regular contact with others in a direct reporting relationship and may involve contact with others outside of the direct reporting relationship. The purpose of the contact is to address specific issues and/or general policies. Contact may involve support of controversial positions or the negotiation of sensitive issues.

OVERALL PHYSICAL STRENGTH DEMANDS:

Sedentary	Light	X	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.		Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:

Dental instruments, flashlight, computers, printers and related software

PRIMARY WORK LOCATION	
Office Environment	Shop
X Clinic	Vehicle
Recreation Centers/Neighborhood Centers	Warehouse
Outdoors (see 1 below)	Other (see 2 below)

(1) N/A

(2) N/A

PROTECTIVE EQUIPMENT REQUIRED:

Gloves, masks, safety glasses, gown