

POSITION TITLE Oral Health Therapist

PROGRAM Primary Care

OUR PURPOSE

Address inequity. Building healthy, inclusive and just communities.

OUR VALUES

Dignity in everything that we do

Quality matters

It takes Passion

ABOUT BANYULE COMMUNITY HEALTH

Banyule Community Health is committed to building healthy, inclusive, and just communities. Our highly skilled and committed staff work alongside our community to deliver person-centred care and advocate for healthier communities.

Banyule Community Health aims to address health inequities, with a commitment to addressing the structural issues. Our services and workplaces are inclusive and culturally safe, acknowledging our communities are diverse - in cultures, beliefs, abilities, sexualities, ages, and genders. Our staff reflect this diversity, and we celebrate and value their contribution to making Banyule Community Health the best it can be.

Our 2020 - 2025 Strategic Plan provides an overview of our strategic priorities and our organisational enablers.

THE ORAL HEALTH TEAM

The Oral Health Program provides a wide range of preventative, early intervention, emergency and clinical treatment to eligible community members and in line with the Banyule Community Health purpose. The team consist of dentists, dental assistants, oral health therapists, oral health educators and community engagement to deliver the wide range of services, both on site in our dental clinic and via a range of outreach models. The program include the recently established Smile Squad providing free dental care to all students in our catchment.

The program has a focus on care to those most vulnerable in the community and sits within an integrated model of care that the Community Health model supports on a daily basis. The Oral Health Program is fully accredited within the NSQHS Standards and provides a successful Dentist training program in conjunction with the University of Melbourne and Dental Health Services

Victoria.

THE ROLE

Provide high quality public dental services tailored to meet the needs of community, including preventative, emergency and general dental care; provide oral health education that will empower clients to improve their general health and wellbeing.

The Oral Health Therapist's position is focussed on several key areas of the operation of the Dental Service. The incumbent is expected to maintain a high level of knowledge and skills in the areas indicated in the section "Key responsibilities and Duties".

These duties have been determined by management after considering the current Strategic plan of the Organization, some contractual obligations, priorities established in local health needs surveys and in consultation with the Dental Team.

REPORTING AND WORKING RELATIONSHIPS

Position Reports to: Manager–Oral Health

Reportable Positions: NIL

Internal Relationships: Oral Health Clinical Lead, Dentist, Dental Therapist, Oral Health Therapists, Oral Health Educators, Oral Health Coordinators, Dental Assistants, Oral Health service support staff, contracted specialist services (on site) and internal service providers and programs

External Relationships: NIL

SCOPE OF PRACTICE

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- 242-Oralhealththerapist_withAdultScope-generic

DELIVERABLES

The Oral Health Therapist provides support to the Manager-Oral Health in collaboration with the Oral Health Team to:

- Provide high quality public dental services including preventative, emergency, general direct patient care and oral health education to eligible groups to meet community needs and to achieve business objectives within the guidelines
- Undertake clerical and administrative duties related to patients including; scheduling appointments, dealing with patient enquiries, data collection for the monitoring and evaluation of the programs
- Ensure compliance with the National Safety & Quality Primary and Community Healthcare Standards, Infection Control Australian Standards and Dental record keeping audit

Position Description

- Ensure safe use and maintenance of dental equipment according to manufacturer's guidelines, advise Oral Health Coordinators/ Oral Health Manager on the condition of dental equipment
- Participate and contribute to the Oral Health team meeting and Clinical Peer reviews
- Participate in health promotion projects where required
- Participation in providing dental services to the patients of the Smile Squad Program.

STANDARDS TO WHICH PERFORMANCE WILL BE ASSESSED

- Deliverables
- Alignment with Banyule Community Health Core Capabilities
- Alignment with Banyule Community Health Values
- Alignment with Banyule Community Health Workplace Conduct Policy
- Compliance with Banyule Community Health Policies, Procedures and Practice Manuals
- Compliance with OHS, Risk and Quality frameworks

KEY SELECTION CRITERIA

Skills Requirements:

- Highly developed interpersonal and communication skills
- Highly developed time management and organisation skills
- Demonstrate ability to perform to the highest standards
- Commitment to the principles of public dental health
- Computer literacy skills
- Willingness to travel to various work locations
- Working with a diverse client groups and clients with challenging behaviours

Knowledge Requirements:

- Knowledge of quality improvement standards and processes
- Knowledge of Titanium software

Qualification and/or Experience:

- Mandatory current registration as an Oral Health Therapist with AHPRA
- Demonstrate recent experience as an Oral Health Therapist
- Current Radiation Licence

Environmental Considerations:

- Capacity to deliver oral health clinical services in a clinical environment which may require sitting and standing for rostered periods.

CONDITIONS OF EMPLOYMENT

A current Police Check (less than 6 months old) at date of appointment is required, with a re-check every 3 years and a current Working with Children Check may be required.

Position Description

This role has been allocated Health Care Worker Risk Category Status of A. In accordance with Banyule Community Health Worker Immunisation Procedure, full vaccination for this risk category is required to be evidenced in line with the Annual Immunisation Program.

A Victorian Drivers Licence

This role will be based primarily at West Heidelberg, but may involve work from other Banyule Community Health and associated sites.

SIGNATURES

I have read this document and agree to undertake the role and deliverables as listed above. I acknowledge that this Position Description is an accurate reflection of the duties and responsibilities. This Position Description will be reviewed regularly in consultation with me. I understand additional or other duties may be allocated to me commensurate with my training, skills and knowledge.

Employee's name _____

Employee's signature _____ Date _____

This position was reviewed on 3/04/2024 By Manager - Oral Health