

JOB DESCRIPTION

1. JOB IDENTIFICATION

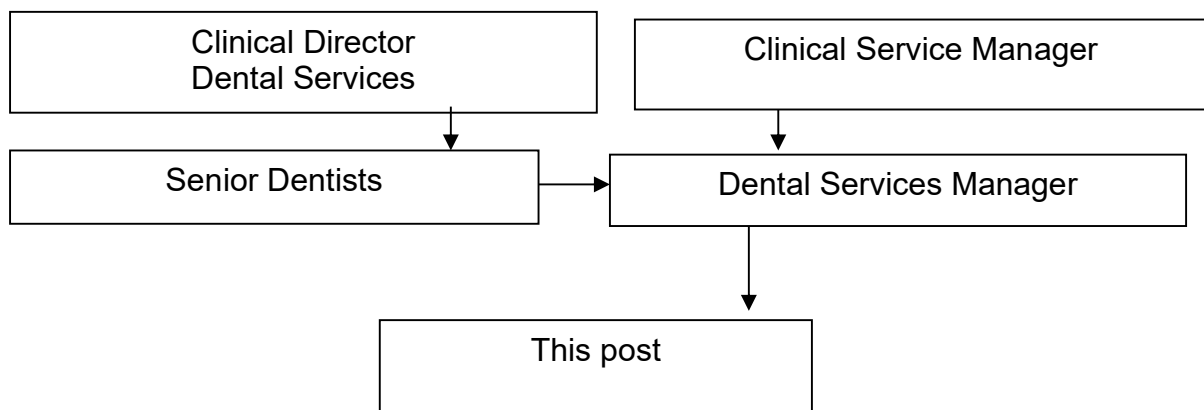
Job Title:	Dental Hygiene Therapist
Responsible to:	Clinical Director Dental Services
Reporting to:	Dental Services Manager
Liaises With:	Dentists, Dental Support Staff
Department & Base:	NHS Borders Public Dental Service
Date this JD written/updated:	19/3/19
Ref No:	
Job Holder Reference:	016032
No of Job Holders:	2.8 WTE

2. JOB PURPOSE

To fulfil the full range of activities deemed appropriate for a therapist/hygienist:

- To provide dentistry for adults and children. Clinical treatment sessions during which wide ranges of dental procedures are carried out e.g. restorative dentistry, paediatric dentistry and periodontal treatment.
- To promote and provide oral health education to individual patients and to various groups
- To participate in National Dental Inspection Programmes within Scottish Borders
- To support teaching of undergraduate students

3. ORGANISATIONAL POSITION



4. SCOPE AND RANGE

This is a unique and demanding role in which operative dental treatment will be delivered to a range of patients. NHS Borders Dentists prescribe dental treatments, it is the Hygienist Therapist responsibility to deliver and support prevention and treatment of oral disease; implementing plans of care prescribed by the Dental Officers while supporting and developing individual treatment programmes for patients. Working as part of a larger clinical team within the scope of practice of dental hygienist and therapist the post holder will be expected to carry out duties previously provided by dental surgeons within the Public Dental Service thus providing long term efficiency saving within a skill-mix setting.

- The post-holder is required to provide NHS dental care, increase knowledge and awareness, and develop acceptance from patients of the Public Dental Service on a range of dental procedures.
- Deliver clinical sessions for patients who have been referred for treatment or behavioural management.
- Delivery of Oral Health Education to individual patients and various specific groups to prevent dental disease and enable patients to be partners in their own health.
- Implement systems and networks across dental services to support an Action Plan for the Oral Health Strategy.
- Apply high level communication skills in order to engage a wider ranges of stakeholders including community groups, representatives and members in the work place
- Some out of hours work will be required for dental emergencies and flexibility to cover across any of the dental clinics in the service.
- Ensuring resources are utilised in a cost effective manner working within efficiency targets for the Health Board
- Liaise with national bodies to ensure accurate interpretation and implementation of national policies within agreed timescales. These bodies include NHS Scotland, Information & Statistics Division (ISD), HEAT targets, NDIP to influence others on dental and community related health improvement issues and their impact at a local level and on health inequalities
- Direct supervision of qualified and trainee dental nurses and undergraduate dental therapists in clinical situations

As part of the NHS Borders PDS wider strategy therapists/hygienists are providing patient treatment and care following a natural decrease in Dentist provision.

5. MAIN DUTIES/RESPONSIBILITIES

The main duties are clinical treatment, epidemiology and health promotion.

Providing a personal clinical service in the patient treatment sessions, treating a wide variety of patients including GDP referred, nurse and doctor referrals.

- Clinical treatment includes:
 - Oral hygiene instruction including toothbrushing, interdental cleaning, oral hygiene with regard to appliances, e.g. dentures, orthodontic appliances, dietary advice and fluoride therapy
 - The use of local infiltration analgesia and regional block analgesia
 - Instrumentation of the teeth including the safe use of sharp instruments
 - Full range of basic and complex periodontal treatment, including periodontal charting, recording of indices, scaling and polishing, root surface instrumentation, and antimicrobial therapy.

- Removal of cement/overhangs or other plaque retentive areas
- The application of medicaments including fluoride, desensitizing agents and sedative dressings
- Caries removal using handpieces and burs, and hand instruments
- Applying linings and dressings to teeth as appropriate and at own discretion relative to: amount of pain/discomfort patient is experiencing; size of cavity; whether tooth is vital or non-vital
- Placement of temporary dressings as appropriate
- Impression taking
- Temporary recementation of crowns and bridges
- Permanent restoration of teeth with a variety of materials including dental amalgam, resin composites and glass ionomers
- Paediatric dentistry including restorations, fissure sealants, pulp therapy and extractions
- The taking, processing and interpretation of radiographs

Most patients are treated under GDS Terms and Conditions and the Statement of Dental Remuneration.

- Epidemiology includes Basic and Detailed NDIP

Health promotion will include chairside, individuals and groups.

Permitted Duties of a Dental Therapist/Hygienist

- Intra and extra oral assessments
- Monitoring periodontal disease and caries using diagnostic indices.
- Scaling and polishing including the provision of specialist periodontal invasive therapy.
- Apply material to teeth such as fluoride and fissure sealant
- Take dental radiographs if suitably qualified.
- Provide dental health education on a one to one basis or in a group situation
- Routine restorations in both deciduous and permanent teeth on adults and children from Class I – V cavity preparations
- Can use all materials except pre cast or pinned replacements
- Treat adults as well as children
- Extract deciduous teeth under Local Analgesia
- Pulp therapy treatment of deciduous teeth
- Placement of preformed crowns on deciduous teeth
- Emergency temporary replacement of crowns and fillings
- Take impressions
- Treat patients under conscious sedation
- Undertake pulpotomies and placing of stainless steel crowns on deciduous teeth
- Administration of drugs prescribed by the dentist
- Undertake detailed medical histories for all patients including close liaison with the referring dentist and general medical practitioner if appropriate
- Provide oral health education at chairside, including dietary, oral hygiene and smoking cessation advice to improve the patient's and carers knowledge and enable them to make choices to improve their own oral health and that of the family.

Organise and maintain an efficient clerical and administrative system enabling essential paperwork regarding monthly programme and activity data to be available when required and forwarded timeously and accurately to others

6. SYSTEMS AND EQUIPMENT

Systems:

- Telephone and Mobile Phone.
- Fax Machine.
- Photocopier, Scanner, Printer.
- Software Kodak R4, TURAS, PECOS , E expenses, eESS and Datix Incident.
- Microsoft Office programmes, in particular Word and Excel.
- Oral Health promotion materials, visual aids, interactive media information, models and literature.

Equipment:

Dental and Medical equipment

- Dental Chair specialised equipment with a value of over £30k.
- Curing light.
- Autoclave, ultrasonic cleaner and washer disinfectant.
- Cavitron scaler/ Titan air scaler/dental handpieces.
- Hoist and manual handling aids.
- Velopex x-ray developer.
- Amalgamator.
- Digital imaging - camera, intra oral camera and x-ray sensors.
- Inhalation Sedation equipment, Quantiflex MDM machine and its components.
- Vehicle weighing over 10 tonnes with a value over £100k.
- Domiciliary equipment and emergency dental drugs.
- Blood pressure monitor and automated external defibrillator
- Daily safe use of high speed rotary instruments and sharp instruments
- Test the function and maintain records of fixed or portable dental equipment, including: oxygen cylinders; emergency drugs; and radiography equipment.

7. DECISIONS AND JUDGEMENTS

Clinical:

- Interpreting and managing a treatment plan
- Judgments regarding the type, quality and quantity of oral care to patients presenting with dental caries, periodontal disease and tooth wear.
- Recognition, decision making and appropriate treatment of oral manifestations of systemic disease
- Constantly working under time pressure
- Radiology:
 - Identifying and interpreting pathological features on radiographs
 - Decisions/judgments re: hazards of ionizing radiation and regulation including radiation protection and dose reduction
 - Assessment of image quality
 - Decision making regarding alternative imaging
- Dental caries (decay):
 - Judgments regarding salivary contamination and tooth isolation before, during and after procedures e.g. rubber dam, varnishes
 - Judgments regarding the clinical appearance of the carious lesion, taking into account the causative factors, location and extent of lesion
 - Decision making regarding the removal of diseased tissue and analysis of pulp vitality and the viability of residual tooth tissue

- Appropriate choice of intra-oral equipment (types and sizes of hand-pieces and burs)
- Protection of the dental pulp – whether to administer therapeutic medicaments, and which techniques to use
- Decision making regarding the indications and contra-indications in restoring the carious lesion:
- Replacement of lost tissue – e.g. amalgam, resin composite
 - Whether or not therapeutic agents are needed and which type – e.g. for lining deep cavities, or for dressings (sedative or temporary)
 - The adhesive quality/bonding mechanisms of materials related to tooth quality
 - Contraindications regarding the compatibility between various dental materials, the tooth tissue, the patient and the operator
 - Occlusal adjustment – analysis of correct occlusion (bite relationship) before and after the restoration
- Medical histories: - Prompt identification and decision making regarding the immediate management of anaphylactic reaction, hypoglycaemia, upper respiratory obstruction, cardiac arrest, fits, vasovagal attack, inhalation or ingestion of foreign bodies and haemorrhage, often working as team leader, with ultimate responsibility for patient welfare – e.g. just dental nurse and post holder on premises.
- Review and recall – decision making regarding:
 - The recall period for each patient
 - The review period – e.g. for early resolution of the condition
 - The need for continued treatment or course of treatment
 - Whether to defer treatment on the grounds of patient compliance, medical history changes etc.
- Responsible for day-to-day management of own clinic, including appointment times.
- Work to a treatment plan by a registered dentist, however works autonomously within that treatment plan.
- Makes own clinical decisions as regards materials to be used, type of restoration, lining required, whether local anaesthetic, and which type is to be used
- Set own task for individual appointments
- Decide the pace of treatments to be carried out, depending on individual patients.
- Liaise with dentists if a change of treatment is required

8. COMMUNICATIONS AND RELATIONSHIPS

Forms of communication used:

- Written
- Oral
- Face to face
- Electronic

People communicated with:

- Patients
- Students
- Members of dental staff (Senior Dental Officers (SDOs), Dental Officers (CDOs), other therapists/hygienists/tutors etc)
- Members of support staff (dental nurses – senior, qualified, trainee)
- Members of administration staff (NHS Board)
- Other health professionals (doctors, nurses, health visitors, speech therapists etc)

• Electronic Communication etc:

- Electronic communication via intranet

- **Direct communication: (Clinical)**
- On a one-to-one basis, with patients, carers etc
- Communication in the clinical setting regarding the correct use of confidential information between staff/patient, e.g. medical history, drug history, social history, mental health and family history. Assimilate this information and recognize the impact on treatment planning, and on the overall care of the patient as regards the operator/patient relationship.
- **Direct communication: (Non-Clinical)**
- Regularly undertake teaching to groups of 20 or more, with the use of computer-aided presentations, visual aids, and practical demonstration. This type of communication (visual aids etc.) is used on Dental Health Education (DHE) exercises, to groups in the community.

Clinical staff:

- Liaising with SDOs and CDOs with regard to combined treatment needs of patients.
- Various groups of patients are treated including those with
Physical handicap
Phobia and dental anxiety
Mental illness
Behavioural disorders
Learning difficulties
Complex medical conditions and patients from secure units and prisons
- It is the post holder's responsibility to ensure that competent consent has been gained before any dental procedure is initiated. Knowledge of law and ethics is necessary.
- During treatment any changes must be fully explained, any alternatives given and further consent sought e.g. where the severity of disease has been underestimated.
- A major part of a dental therapist/hygienist's job is to motivate patients to take responsibility for their own oral health. A high level of training and experience in communication skills is therefore required, and as the topic is often sensitive (i.e. personal hygiene), a degree of tact and empathy.
- The dental therapist/hygienist undertakes treatment under the prescription of a registered dentist.

9. PHYSICAL DEMANDS OF THE JOB

Physical

- Frequently required to work in restricted conditions, as it is a vital part of the clinical role to achieve a good visual aspect of the inside of the mouth. This involves:
 - Sitting in confined position, for most of every session (approximately 3.5 hours each time, with 2 sessions worked every day)
 - As many patients cannot be treated in the normal supine position due to ill health, frequently the post holder may compromise the ideal working position, adding to the physical stress.
- Highly developed physical and precision skills are required to safely use instruments and equipment in a patient's mouth correctly, without causing soft tissue damage
- Long periods of intricate work requiring a high level of dexterity, movement and stability with leverage a major component, in a small confined space (i.e. the mouth).

Mental

- The job requires intense concentration and this is often carried out under the additional stress of treating patients with difficulty in sitting still.
- Mental preparation is required for treating patients with complex needs or requiring special care

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Emotional:

- Daily exposure to noxious odours, saliva, blood, pus due to close proximity, airborne infection etc.
- Daily exposure to hazardous materials (e.g. mercury)
- Frequently treating patients with a high level of anxiety, or challenging behaviour
- Daily exposure to distressing circumstances, e.g. patients who may be terminally ill, children who may have been abused or mistreated, patients with complex special needs
- Daily potentially dealing with patient complaints and facing hostility because of the nature of the work or of the patient.
- Patients frequently attend in pain, having lack of sleep, with high levels of anxiety, which may lead to aggressive behaviour
- The post holder undertakes domiciliary care to elderly patients and adults who are institutionalized or housebound
- Frequent delivery of treatment to patients (especially children) living in relative material deprivation and with high disease levels.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- The orientation of partners to the evolving health improvement agenda and health promotion approaches around reducing dental problems, locally and nationally.
- Working with a diverse and broad range of patient types.
- Negotiating with patients on sensitive topics to break down barriers to acceptance of treatment or poor lifestyle that has impacted on dental/gum health.
- Working with professionals on engaging hard to reach populations in order to reduce health inequalities.
- Ensuring and maintaining up to date specialist knowledge professionally and strategically within a dynamic healthcare environment.
- Managing challenging and unpredictable discussions within group settings
- Delivery of treatment to patients (especially children) living in relative deprivation and with high disease levels.
- Protection of vulnerable children and adults liaising with other sectors.
- Treating patients who may be anxious or aggressive.

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Qualifications:

- Registered Dental Hygienist and Dental Therapist holding a Degree BSc in Oral Health Sciences or equivalent
- Additional post-graduate qualification or equivalent experience in clinical patient management and treatment.
- Further postgraduate qualifications at masters level or equivalent.

Knowledge:

- Robust evidence of Continuing Professional Development, including knowledge of any advances in extended duties (as laid down by the general Dental Council), clinical techniques and treatments.
- COSHH guidelines
- Ionising radiation guidelines
- Knowledge of computer hardware and software required, including word processing, to develop and deliver computer-aided presentations.

- Knowledge of internet and e-mail required for regular research of clinical knowledge and techniques.
- Statutory training, including; moving and handling, cross infection, basic life support.

Clinical Experience:

- Significant postgraduate clinical experience as a qualified Dental Therapist/Hygienist and Therapist. The skills acquired during this time should include: clinical competence, highly developed motivational skills, teaching in a clinical environment, adult education teaching.
- Experienced in making critical decisions and judgements within the scope of practice of a dental hygienist and therapist regarding patient's clinical care.
- Evidence of CPD conforming to GDC requirements.

Person specification for Dental Hygiene Therapist

Purpose

To fulfill the full range of duties listed in the scope of practice specified by the GDC for a dental Hygiene Therapist

- To provide dentistry for adults and children. Clinical treatment sessions during which wide ranges of dental procedures are carried out e.g. restorative dentistry, paediatric dentistry and periodontal treatment.
- To promote and provide oral health education to individual patients and to various groups
- To participate in National Dental Inspection Programme within Scottish Borders
- To support teaching of undergraduate students

This is a unique and demanding role in which operative dental treatment will be delivered to a range of patients. NHS Borders Dentists prescribe dental treatments, it is the Hygienist Therapist responsibility to deliver and support prevention and treatment of oral disease; implementing plans of care prescribed by the Dental Officers while supporting and developing individual treatment programmes for patients. Working as part of a larger clinical team within the scope of practice of dental hygienist and therapist the post holder will be expected to carry out duties previously provided by dental surgeons within the Public Dental Service thus providing long term efficiency saving within a skill-mix setting.

Selection criteria requirements

Specific

Qualifications:

- Registered Dental Hygienist or Dental Hygiene Therapist holding a Degree BSc in Oral Health Sciences or equivalent
- Additional post-graduate qualification or equivalent experience in clinical patient management and treatment.
- Further postgraduate qualifications at masters level or equivalent.

Knowledge:

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- Experienced in making critical decisions and judgements within the scope of practice of a dental hygienist and therapist regarding patient's clinical care.

Evidence of CPD conforming to GDC requirements.

Justifiable

Registered Dental Hygienist and Dental Therapist holding a Degree BSc in Oral Health Sciences or equivalent

Additional post-graduate qualification or equivalent experience in clinical patient management and treatment.

Measurable

The orientation of partners to the evolving health improvement agenda and health promotion approaches around reducing dental problems, locally and nationally.

Working with a diverse and broad range of patient types.

Negotiating with patients on sensitive topics to break down barriers to acceptance of treatment or poor lifestyle that has impacted on dental/gum health.

Working with professionals on engaging hard to reach populations in order to reduce health inequalities.

Ensuring and maintaining up to date specialist knowledge professionally and strategically within a dynamic healthcare environment.

Managing challenging and unpredictable discussions within group settings

Delivery of treatment to patients (especially children) living in relative deprivation and with high disease levels.

Protection of vulnerable children and adults liaising with other sectors.

Experience

Significant postgraduate clinical experience as a qualified Dental Therapist/Hygienist and Therapist. The skills acquired during this time should include: clinical competence, highly developed motivational skills, teaching in a clinical environment, adult education teaching.

Experienced in making critical decisions and judgements within the scope of practice of a dental hygienist and therapist regarding patient's clinical care.

Evidence of CPD conforming to GDC requirements.

Skills

Robust evidence of Continuing Professional Development, including knowledge of any advances in extended duties (as laid down by the general Dental Council), clinical techniques and treatments.

COSHH guidelines and Ionising radiation guidelines

Knowledge of computer hardware and software required, including word processing, to develop and deliver computer-aided presentations.

Knowledge of internet and e-mail required for regular research of clinical knowledge and techniques.

Statutory training, including; moving and handling, cross infection, basic life support.

Knowledge

of any advances in extended duties laid down by the general Dental Council up to date evidence of current clinical techniques and treatments.

Competencies

Clinical:

- Interpreting and managing a treatment plan
- Judgments regarding the type, quality and quantity of oral care to patients presenting with dental caries, periodontal disease and tooth wear.
- Recognition, decision making and appropriate treatment of oral manifestations of systemic disease
- Constantly working under time pressure
- Radiology:
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- Decide the pace of treatments to be carried out, depending on individual patients.
- Liaise with dentists if a change of treatment is required