



Anav Tribal Health Clinic Quartz Valley Indian Reservation

9024 Sniktaw Lane
Fort Jones, CA 96032
Phone: (530) 468-4470
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POSITION DESCRIPTION

JOB TITLE: Registered Dental Hygienist (RDH)
REPORTS TO: Dental Director
DEPARTMENT: Dental
LOCATION: ANAV Tribal Health Clinic
SALARY: Negotiable - \$40-60/hour Depending Upon Experience

POSITION SUMMARY

As part of the Anav Tribal Health Clinic, the goal of the Dental Department is to serve the members of the Quartz Valley Indian Reservation as well as the surrounding community in a compassionate and respectful manner. Under the direction of the Dental Director, the RDH will assess, plan, and implement patient hygiene care to eliminate disease and to ensure optimal oral health.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Perform all duties allowable for hygienists licensed in California. Although you should be familiar with most of them, a complete list of these duties may be found in the California Business and Professions Code - BPC § 1907-1914 and in the California Code of Regulations Title 16 § 1088 - RDH Duties and Settings.
2. As needed, perform the following supportive tasks to ensure efficiency of patient flow:
 - a. Clean and sterilize instruments and tray set ups.
 - b. Store all supplies and materials.
 - c. Ensure equipment maintenance, testing, and repair.
 - d. Pouring up models and performing other lab procedures.
 - e. Instruct patients in oral hygiene, preventive, and postoperative care.
 - f. Inventory and reorder supplies as necessary to ensure optimal levels.
 - g. Maintain clean, orderly and well stocked operator and laboratory areas.
 - h. Plan work duties to ensure dental clinic efficiency.
 - i. Learn our patient scheduling procedures.
3. Proficiency in the use of our Dentrax and RPMS software systems.
4. Establish, improve, and maintain our recall system to ensure continuity of patient hygiene care.

5. Become familiar with our GPRA measures – their purpose, use, and documentation.
6. Share with other team members in planning and implementing preventive dental activities, including other school and community outreach programs.
7. Provide the highest level of professional service to our patients.
8. Promote teamwork and a culture of respect among your fellow employees.
9. Abide by all QVIR and ATHC’s Policies and Procedures.
10. Knowledge that your employment with QVIR is voluntarily, that QVIR personnel are employed on an at-will basis, and that at-will employment may be terminated with or without cause and with or without notice at any time by the employee or by QVIR.

MINIMUM QUALIFICATIONS

1. A current State Of California Registered Dental Hygiene License.
2. A current BLS CPR Certificate.
3. A Valid California Driver’s License and proof of personal liability automobile insurance.

*Native Preference in hiring is given to qualified enrolled Native Americans in accordance with the **Indian Preference Act (Title 25, US Code, Section 472 and 473)**. Applicants claiming Indian Preference must submit verification by tribe of affiliation or other acceptable documentation of Indian heritage.*

For questions about this position description, including applications, please contact Tatum Ryan at 530-468-4470 x323 or tatum.ryan@qvir-nsn.gov

I have read and understand the position description and accept by signing below.

Signature

Date

Printed Name

Dental Director

Date