

**MICHIGAN CIVIL SERVICE COMMISSION  
JOB SPECIFICATION**

**DENTIST**

**JOB DESCRIPTION**

Employees in this job complete and oversee a variety of professional dental care and treatment activities to ensure appropriate dental health standards and practices are maintained for dental patients in state facilities. The employee provides direct patient care through the clinical practice of dentistry and oversees the work of dental staff.

There is one classification in this job.

**Position Code Title - Dentist-E**

**Dentist P15**

This is the experienced level. The employee performs the full range of dental care and treatment activities in a state facility, and supervises dental assistants, dental hygienists, and/or other dental program support personnel. Extensive independent judgment is required to carry out assignments that have substantial impact on services or programs. Availability of guidelines is limited and theories, principles, and practices of the profession must be used to determine appropriate courses of action.

**JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Provides comprehensive examinations of patients.

Diagnoses and treats diseases, injuries, and malformation of teeth and oral structures.

Oversees the work and provides guidance and direction to dental assistants, hygienists, and other support personnel.

Restores teeth and constructs dentures and dental appliances.

Performs dental surgery, including the extraction of teeth and roots, removal of impacted teeth, and necessary alveoplasty.

Treats pathological conditions of the oral cavity.

Takes and analyzes oral radiographs for diagnostic purposes.

Sutures facial lacerations within and around the oral cavity.

Prescribes medications for infection control, pain control, and for the control of viral, bacterial, and fungal infections.

Provides instructions in oral hygiene and methods of preventing the spread of oral diseases.

Reviews medical histories and records dental treatment in medical charts to ensure that treatment plan does not compromise patient health.

Maintains dental charts and histories of clients treated.

Compiles and analyzes data collected from dental surveys, dental care programs, patient-related records, or patient records to evaluate quality of service received by patients.

Evaluates and verifies employee performance through the review of completed work assignments and the review of work techniques.

Provides expert testimony at legal proceedings.

Ensures appropriate disposal of toxic wastes.

Participates in in-service training and other continuing education programs.

## **JOB QUALIFICATIONS**

### **Knowledge, Skills, and Abilities**

**NOTE:** Considerable knowledge is required at the experienced level.

Knowledge of the techniques and practices of dentistry.

Knowledge of recent developments in the field of dentistry.

Knowledge of toxic waste disposal requirements.

Knowledge of training and instruction techniques.

Ability to maintain records, prepare reports, and conduct correspondence related to the work.

Ability to effectively communicate with others.

Ability to testify in legal proceedings.

Ability to maintain favorable public relations.

Ability to instruct and direct others.

### **Working Conditions**

Some jobs require an employee to be exposed to disease and illness.

Jobs require direct contact with prisoners and/or patients.

### **Physical Requirements**

*None*

### **Education**

Possession of a Doctorate of Dental Surgery or Doctorate of Medical Dentistry degree.

### **Experience**

#### **Dentist P15**

No specific type or amount is required.

### **Special Requirements, Licenses, and Certifications**

The Department of Corrections will not hire individuals who have been convicted of a felony or who have felony charges pending, in accordance with Public Act 140 of the Public Acts of 1996.

Michigan licensure as a dentist.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

**JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

**Job Code**

DENTIST

**Job Code Description**

DENTIST

**Position Title**

Dentist-E

**Position Code**

DENTISTE

**Pay Schedule**

NERE-136P

SC

02/12/2017