

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Dentist Director
Department: Dental - BRHWC
Hourly Rate: Negotiable
Part-Time: 40 Hours/Week
Exempt: Salary
Supervisor: Clinic Assistant Administrator

Posting Date: *In-House*

Opens: *March 19, 2024*

Closes: *March 25, 2024, at 4:30 pm*

Posting Date: **Public**

Opens: **March 29, 2024**

Closes: **Open Until Filled**



Application Requirements:

- **Must submit complete Bad River Tribal Application and resume**
- **Unofficial transcripts**
- **Copy of degree**
- **Copy of current License as a Dentist in states licensed.**

Summary: This position is located in the Bad River Health Center in Odanah, WI. The purpose of this position is to provide general dental services to patients with moderate to severe dental problems such as rampant caries and periodontal disease and medically compromised patients, such as those with diabetes or cardiac complications.

Essential Duties and Responsibilities include the following. Other duties may be assigned by the program manager or supervisor.

- Provides operative, prosthodontic, oral surgery, periodontal & endodontic procedures for various patient groups, such as pediatric, diabetic, cancer, psychiatric, geriatric, alcoholic, and physically handicapped patients.
- Develops, prioritizes, sequences and presents to patients for approval, treatment plans in accordance with our scope of services.
- Diagnose and treat emergency dental patients presenting for same day care.
- Recognizes symptoms of an assortment of systemic diseases and refers cases for medical diagnosis
- The Director will manage referrals from other dentist and other medical providers. Additionally, the dentist will be treating case of rampant caries in children and acute cases of cellulitis associated with dental pathology.
- The Dental Director supervises and monitors performance for a Staff General Dentist, a Pediatric, Dentist, Hygenist, Dental Assistants and front office staff.
- Administrative duties include processes to implement protocols and policies to achieve compliance with health care facility review organization at stae and federal levels. Director must comply with Tribal policies and procedures for procurement, personel processes, and day-today clinic funfunction.
- The Director must stay abreast of new technique and material used in the field of dentistry.
- The Director ensure program compliance with federal, State and tribal regulatory agenies. This includes, but is not limited to quality assurance, performance improvement, infection control and safety.
- Maintian confidentiality in patient care and personnel issues consistent withHIPAA guirdelines.
- The Director must work with little or no supervision.
- Ensure effective billing practices: maintaining the fee schedule, reviewing EDR coding and documentation and act as consultant for dental billing processes.

- The Director will work with the clinic administrator to address budget.
- Assist Clinic Administrator with personnel issues including grievance and patient complaints.
- Other duties as assigned

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Education and/or Experience:

Required:

- Doctorate in Dentistry DMD or DDS from a dental school accredited by the American Dental Association and licensure to practice as a dentist in a State, territory or commonwealth of the United States.
- Licensure to practice dentistry in the State of Wisconsin may be necessary.
- Current DEA certificate
- Current CPR
- Clinical experience in general dentistry and/or public health is preferred, not required.
- Knowledge of the dental sciences including the principles, practices and procedures of dentistry to conduct and coordinate preventive community oral health programs
- Knowledge of the clinic's medical and dental services the characteristics and needs of the patient population, and the resources available in order to develop and carry out the community dental program
- Skills in planning and presenting dental lectures, demonstrations and instruction using knowledge of dental sciences and practices including effective techniques of motivation and behavior change.
- Other duties as assigned

Other Skills and Abilities:

Required:

- Guidelines include agency policies, operating policies and objective of the dental services, dental practice standards, written research material and publication of professional association and societies.

Background Check:

This position is contingent on the required ability to pass a Bad River caregiver background check when working with children and/or the elderly.

Language Skills:

- Contacts with the dental staff and other clinic personnel are for the purpose of obtaining cooperation and encourage participation in the preventive dentistry program, making arrangements for group sessions and planning new dental hygiene services.
- Contacts with patients are for the purpose of determining and assessing dental needs, providing treatment, and for motivating patients towards the goal of the oral health program.
- Contacts with members of professional dental societies are for the exchange of information and to keep up to date on current dental research and methods of treatment.
- Contacts with educators are for the purpose of arranging site visits for school based prevention programs and providing instruction and training on oral health.

Reasoning Ability:

Personnel contacts are with patients, staff members of the dental services and other clinic employees, members of professional dental societies, and educators.

Physical Demands:

- The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job.

- Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Must be physically able to perform all job duties.
- Walking, standing, bending, stooping, and occasionally lifting to 50 pounds and/or carrying for short distances.

Cultural Sensitivity:

This position requires an awareness and deep appreciation of tribal traditions, customs, and socioeconomic needs. It always requires the ability to meet and deal effectively in contacts with Native American people and organizations. This requires tact, courtesy, confidentiality, discretion, and sound judgement in handling sensitive issues. Open mind to culturally sensitive treatment plans that have a healing component such as sweat lodge; pipe ceremony; talking circles with eagle feathers; etc.

Work Environment: The work environment characteristics described here are representative of those employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. This position is subject to inside and outside work. The noise level may be moderate to loud. The work is most often performed in clinical areas. The dentist is regularly exposed to communicable diseases and routinely wears protective mask, eyewear, gown and gloves while performing clinical work.

Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690, and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.

Send Application and Resume To:

Bad River Tribe

Attn: Human Resources

P.O. Box 39

Odanah, WI 54861

<http://www.badriver-nsn.gov/>

Application material may also be emailed to:

HRmanager@badriver-nsn.gov

HRassistant@Badriver-nsn.gov