

Job Description		الوصف الوظيفي
Job TITLE	EFFECTIVE DATE	REVISION DATE
Pediatric Dentist		

Job Description	General Information
Job Title	Pediatric Dentist
Practice Setting	Dental Clinic
Reporting to	Division Head of Dental Department
Responsibility Level	Non-Supervisory

Required Educational Qualification and experience

- **Required Educational Qualification for the Specialist:**
 1. MSc and/ or clinical training certificate from a recognized institute.
 2. Valid registration from SCHS.
 3. Valid Basic Life Support certification.
- **Required Work Experience for the specialist:**
 1. Two years of experience in a recognized institute of equivalent. (Preferred)
- **Required Educational Qualification for the Consultant:**
 1. PhD or board certification from a recognized institute.
 2. Valid registration from SCHS.
 3. Valid Basic Life Support certification.
- **Required Work Experience for the Consultant:**
 1. Three (3) years of professional experience after obtaining the certification in the specialty.

Competencies and Skills

1	Demonstrate Leadership and administrative skills.
2	Fluent verbal and written English.
3	Exhibits professionalism and excellent interpersonal communication skills.
4	Is knowledgeable of the Saudi Medical By-laws.

Job Summary

Promote oral health and hygiene in children and to prevent future dental/oral diseases. This is achieved through providing comprehensive or problem-specific assessment and treatment for infants and children through adolescence, including those with special health care needs, to confirm or rule out the presence of congenital or developmental oral health problems using clinical, radiographic, and/or laboratory tools.

Job Responsibilities

1. All dentists, General, Specialists and Consultants are legally and morally obliged to conduct their roles and responsibilities within the Ministry of Health at the Kingdom of Saudi Arabia laws.
2. Maintain effective relationships with peers and respect professional boundaries.
 - 2.1. Respect patients' autonomy and right to make their own health decisions.
 - 2.2. Maintain patients' confidentiality at all time.
 - 2.3. Understand patients' differences and cultural values and treat them with respect regardless of their religion, gender, color, and ethnic background.
 - 2.4. Listen to patients, recognize communication barriers, and facilitate understanding of their oral health condition and options for care.
 - 2.5. Maintain accurate dental records and keeping up-to-date with dental technologies.
 - 2.6. Coordinate patient care within the healthcare system by collaborating with other healthcare professionals to ensure patient wellbeing and safety.
 - 2.7. Work effectively in multidisciplinary teams.
 - 2.8. Provide care that is evidence-based and reflective of best practices.
 - 2.9. Be engaged in a continuous learning and to sustain up to date in all aspects of the professional performance.
 - 2.10. Take an active role in teaching and assigning duties to the residents and trainees and participate in their evaluation, in terms of skills, knowledge, and behavior.
 - 2.11. Participate in quality assurance, infection control, professional education of interested parties, postgraduate activities and any other assignment related to excellent activities and any other assignments related to excellent patient care and education. This includes grand rounds, bedside teaching sessions, clinical lectures demonstrations.
 - 2.12. Participate in the Major Disaster Plan of the facility as indicated.
 - 2.13. Provide administrative services and serving on committees within the department as needed.
 - 2.14. Carry out other assignments as directed by Hospital Administration and/or the department head within the realm of his knowledge, skills, and abilities

Areas of Competency

Assessment	<ol style="list-style-type: none"> 1- Obtaining a detailed dental history from patients and evaluate their medical history. 2- Carrying out a comprehensive clinical examination (extraoral and intraoral). 3- Evaluation of pediatric patients with medical, genetic, and behavioral conditions through system-oriented physical examinations, clinical assessments, parental interviews, and laboratory tests in addition to growth and development evaluation based on physical, motor, sensory, and cognitive assessment. 4- Evaluate and formulate treatment plan for children born with oro-facial defects/abnormalities i.e., cleft lip and palate. 5- Formulate an individualized treatment plan considering the child's cognitive development and acceptance of the treatment, parent preference, patient's coping skills, and the extent of the disease. 6- Identify and report suspected child abuse, neglect, and non-accidental trauma. 7- Radiographic examination and interpretation. 8- Record patient information in a logical, legible and secure way. 9- Formulating an evidence-based treatment plan considering the teeth of concern. 10- Communicate clearly with patients and explains treatment plan to obtain informed consent.
Analgesia	Provide local and regional block anesthesia confined to the head & neck area.
Preventive Care	<ol style="list-style-type: none"> 1- Dental prophylaxis. 2- Oral health education and oral hygiene instruction. 3- Dietary counseling. 4- Provide a risk-based prevention plan that takes into consideration the changing dynamics in risk factors. 5- Provide age-specific dental trauma education to both child and guardian. 6- Communicate and consult with patient's primary care physician to ensure patient centered care approach.

Pediatric care	<ol style="list-style-type: none"> 1- Manage the behaviors of infants, anxious children and adolescents, children with cognitive development delays through behavior guidance and pharmacological techniques; anxiolysis, sedation (minimum, moderate and deep), and general anesthesia. 2- Collaborate with healthcare workers of relevant professions to provide oral/dental care for children with challenging conditions such as those with special needs, medical conditions, cognitive disabilities, and under cancer therapy. 3- Diagnose and manage oral manifestation and related complication of the medically compromised child patients. 4- Participate in the On call Rota of the department for patient care of admission. 5- Operates in the OR within his/her approved privileges.
Periodontic Care	<p>Manage oral and maxillofacial lesions and diseases, including gingival and periodontal diseases through:</p> <ol style="list-style-type: none"> 1. Treatment of simple gingivitis and periodontitis cases 2. Referral of advanced gingivitis and periodontitis to a specialist periodontist for active treatment. 3. Provide monitoring and maintenance procedures for periodontal cases following the active treatment provided by a specialist periodontist.
Restorative Care	<p>Manage dental caries by means of prevention and restoration. Restorative procedures include</p> <ol style="list-style-type: none"> 1. Temporary and permanent restorations or both primary and permanent dentition. 2. Permanent and provisional crowns for primary and permanent teeth utilizing different techniques (pre-fabricated, chairside and lab fabricated).
Endodontic Care	<p>Manage vital and non-vital pulp therapy in primary and permanent teeth after consultation and after the supervision of the Endodontist for the advanced cases.</p>
Orthodontic Care	<p>Occlusion management for primary, mixed and permanent dentition, which includes:</p> <ol style="list-style-type: none"> 1. Space management by means of space maintenance and space regaining. 2. Interceptive orthodontics to manage range of conditions: <ol style="list-style-type: none"> a. Simple anterior or posterior cross-bite b. Functional occlusal shift 3. Refer complex cases to specialist/consultant orthodontist at the appropriate time.
Emergency Care	<ol style="list-style-type: none"> 1. Provide emergency treatment and palliative interventions to dental pain, orofacial trauma, and oral tissue irritations 2. Manage oral infections by utilizing antibacterial, antiviral, anti-inflammatory, and anti-fungal medicaments.

Out-of-Scope
Practices for
Pediatric dentist

1. Services, procedures, treatments that fall under other specialty scope of practices.
2. Choosing to limit scope of practice to a particular treatment and attending only definite group of people.

Acknowledgement Name and Approval

Employee Name:

Signature:

Date:

Direct Supervisor Name:

Signature:

Date:

HR/ Authorized Representative

Name:

Signature:

Date: