

Job Description		الوصف الوظيفي
Job TITLE	EFFECTIVE DATE	REVISION DATE
Family Dentist/ AEGD		

Job Description	General Information
Job Title	Family 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

Familiarity of all aspects of dentistry at an advanced level, giving the competency to provide holistic patient care. Family dentists are be able to provide primary dental and oral health care for a wide variety of patients, function and cooperate with a team of specialists in multiple health care environments

Role and 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. All Dentists must be able to:
 - 2.1. Maintain effective relationships with peers and respect professional boundaries.
 - 2.2. Respect patients' autonomy and right to make their own health decisions.
 - 2.3. Maintain patients' confidentiality at all time.
 - 2.4. Understand patients' differences and cultural values and treat them with respect regardless of their religion, gender, color, and ethnic background.
 - 2.5. Listen to patients, recognize communication barriers, and facilitate understanding of their oral health condition and options for care.
 - 2.6. Maintain accurate dental records and keeping up-to-date with dental technologies.
 - 2.7. Coordinate patient care within the healthcare system by collaborating with other healthcare professionals to ensure patient wellbeing and safety.
 - 2.8. Work effectively in multidisciplinary teams.
 - 2.9. Provide care that is evidence-based and reflective of best practices.
 - 2.10. Be engaged in continuous learning to sustain up to date professional performance.
 - 2.11. Take an active role in teaching residents and trainees.
 - 2.12. Plan and assign duties to residents and trainees under his/her supervision.
 - 2.13. Participate in the evaluation, of residents and trainees under his supervision in terms of skills, knowledge, and behavior.
 - 2.14. 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.
 - 2.15. Participate in the Major Disaster Plan of the facility as indicated.
 - 2.16. Provide administrative services and serving on committees within the department as needed.
 - 2.17. 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. Radiographic examination and interpretation. 4. Record patient information in a logical, legible and secure way. 5. Formulating an evidence-based treatment plan considering the teeth of concern. 6. 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. Oral health education and oral hygiene instruction. 2. Dietary counseling. 3. Performing dental prophylaxis. 4. Apply non-invasive and/or minimally invasive evidence-based practices to prevent and manage incipient dental caries. 5. Communicate and consult with patient's primary care physician to ensure patient centered care approach.
Restorative Care	<ol style="list-style-type: none"> 1. Diagnose and manage malfunction related to occlusion, mastication, aesthetic, and speech for healthy subjects, geriatric, medically compromised and patients with special needs considering clinical predictability based on patient and restoration factors in addition to the application of esthetic principles. 2. Utilize evidence-based classical and digital dentistry techniques and materials coupled while considering patient needs and treatment. 3. Providing treatment of caries and tooth wear by applying the best restorative procedures to the case presented. Restorative procedures include: <ol style="list-style-type: none"> a. Temporary, interim, and permanent restorations for both primary and permanent dentition b. Direct and in-direct restorations using different techniques such as inlays, onlays and veneers. c. Partial crowns, complete crowns, and simple fixed partial dentures on natural teeth and implants. d. Root canal space preparation with post and core placement. Improve tooth color and appearance by means of different techniques such as Enameloplasty, microabrasion, bleaching (vital/non-vital), chair side and lab fabricated veneers. 4. Operates in the OR within his/her approved privileges

Endodontic Care	<p>Provide endodontic treatment of both well patients and those diagnosed with medical conditions after consultation with their primary physician through:</p> <ol style="list-style-type: none"> 1. Placing rubber dam. 2. Manage odontogenic infections of pulp origin using intracanal medicaments, and oral antibiotic. 3. Provide endodontic treatment for anterior and posterior teeth. 4. Bleach endodontically treated teeth. 5. Referring complicated endodontic cases to the appropriate specialist/ consultant.
Orofacial Pain Care	<ol style="list-style-type: none"> 1. Provide behavioral advice for management of TMJ dysfunction 2. Construct appropriate occlusal appliances for the diagnosis and treatment of TMJ dysfunction 3. Communicate and work with colleagues on the multidisciplinary management of TMJ dysfunction 4. Monitor and evaluate the effectiveness of treatment regimes
Periodontic Care	<ol style="list-style-type: none"> 1. Determine the need of periodontal intervention prior and/or post restorative treatment. 2. Refer the patient for periodontal care in preparation for restorative care. 3. Collaborate with a periodontist in diagnosing, planning and treating implant cases.
Pediatric Care	<ol style="list-style-type: none"> 1. Provide preventive, restorative, and simple surgical care to children based on best practices while engaging the children and their guardians. 2. Refer uncooperative, anxious and dental phobic children to a pediatric dentist. 3. Identify signs of growth abnormalities and refer the patient to specialist care. 4. Diagnose and treat occlusal problems in the primary, mixed, and young permanent dentition.
Orthodontic care	<ol style="list-style-type: none"> 1. Diagnose orthodontic dental malocclusion and skeletal discrepancies 2. Recognize potential complications and the need to refer to an orthodontic specialist when appropriate.
Emergency Care	<ol style="list-style-type: none"> 1- Provide emergency treatment and palliative interventions to dental pain, and oral tissue irritations 2- Placement of sedative dressing, pulpotomy, pulpectomy, incision and drainage. 3- Manage oral infections by utilizing antibacterial, antiviral, anti-inflammatory, and anti-fungal medicaments. 4- Diagnose and manage traumatic injuries in infants, children and adults.
Out-of-Scope Practices for Family Dentist/ AEGD	<ol style="list-style-type: none"> 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: