

Job Description		الوصف الوظيفي
Job TITLE	EFFECTIVE DATE	REVISION DATE
Oral and Maxillofacial Pathologist		

Job Description	General Information
Job Title	Oral and Maxillofacial Pathologist
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

Diagnosing and treating diseases affecting the mouth, throat, and jaw. Their duties include examining tissue samples, conducting tests, analyzing medical images, making diagnoses, providing treatment recommendations, and communicating with patients.

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 a continuous learning and to sustain up to date in all aspects of the professional performance.
 - 2.11. 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.
 - 2.12. 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.
 - 2.13. Participate in the Major Disaster Plan of the facility as indicated.
 - 2.14. Provide administrative services and serving on committees within the department as needed.
 - 2.15. 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. Provide the highest level of microscopy diagnostic skills utilizing when appropriate, new technologies in immunohistochemistry and molecular studies 4. Use advanced imaging techniques such as CT scans, MRIs, and ultrasound to examine the affected area and identify any abnormalities closely. 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. Communicate and consult with patient's primary care physician to ensure patient centered care approach.
Oral and Maxillofacial Pathology Skills	<ol style="list-style-type: none"> 1. Diagnose and manage patients with salivary gland and mucosal diseases, diseases of the jaw bones, and head and neck pain syndromes where the primary treatment modality is nonsurgical. 2. Perform biopsies when needed for diagnosis purposes. 3. Prescribe medications when needed and/or refer patients to specialists for treatment after diagnosis 4. Work closely with other medical professionals to determine the best course of treatment
Others	Provide dental treatment in various disciplines based on the approved privileges.
Emergency Care	<ol style="list-style-type: none"> 1. Provide emergency treatment and palliative interventions to dental pain, and oral tissue irritations 2. Manage oral infections by utilizing antibacterial, antiviral, anti-inflammatory, and anti-fungal medicaments.
Out-of-Scope Practices for	

Oral and Maxillofacial
Pathologist

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: