

EDITED KSA LISTING

CLASS: CHIEF DENTIST, CORRECTIONAL FACILITY

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

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	Knowledge of:
K1.	Working knowledge of modern methods and principles of general dentistry and dental surgery including its preventive aspects to ensure the appropriate and efficient delivery of dental care to inmate patients.
K2.	Working knowledge of current modalities of oral hygiene and prevention, diagnosis and treatment of diseases of the mouth to ensure the appropriate and efficient delivery of dental care to inmate patients.
K3.	Advanced knowledge of principles and priorities of personnel management and effective supervision to effectively direct and manage the delivery of dental care and meet the Mission of the California Department of Corrections.
K4.	Theoretical knowledge of a manager's role in the Equal Employment Opportunity (EEO) Program and the processes available to meet the Department's EEO objectives as it relates to the supervision and management of departmental personnel.

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	Skill to:
S1.	Skill to apply modern methods and principles of general dentistry (including its preventive aspects) and dental surgery in order to evaluate, advise and manage the delivery of dental care to inmate patients.
S2.	Skill to analyze situations accurately in order to determine and implement effective and appropriate courses of action.
S3.	Skill to communicate and maintain effective working relationships with health care professionals and others in order to exchange and/or provide information and/or direction and to meet the mission of the CDC.
S4.	Skill to plan, organize, and provide direction to dental personnel in order to effectively and efficiently manage an institutional dental program.
S5.	Skill to project future requirements for dental resources (e.g. staff, equipment, supplies, etc.) in order to effectively and efficiently manage an institutional dental program.
S6.	Skill to coordinate the dental program activities with other institutional program activities in order to ensure the safety and security of the institution and to effectively and efficiently manage an institutional dental program.
S7.	Skill to maintain records utilizing various record keeping systems in order to provide information, historical data, etc. and to ensure compliance with various laws, rules, regulations, policies, procedures, etc.
S8.	Skill to prepare reports to provide information, direction, and/or documentation, to ensure the appropriate, effective and efficient delivery of dental care to inmate patients and compliance with various laws, rules, regulations, policies, procedures, etc.
S9.	Skill to effectively contribute to the Department's EEO objectives in order to create and maintain a fair and equitable work environment free of harassment and discrimination.
S10.	Skill to demonstrate fiscal responsibility in the execution of quality dental care for all inmate patients.
S11.	Skill to use and operate computerized equipment (hardware/software) to create documents, query, input, retrieve and update data base information, etc., and to monitor, track and supervisor staff/inmate assignments, etc.

Bold text-indicates not on Classification Spec.

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	Special Personal Characteristics:
SPC1.	Empathetic understanding of inmate patients in a correctional facility in order to ensure the appropriate, effective and efficient delivery of dental care and compliance with various laws, rules, regulations, policies, procedures, etc.
SPC2.	Willingness to work in a State correctional facility in order to ensure the appropriate, effective and efficient delivery of dental care to inmate patients and compliance with various laws, rules, regulations, policies, procedures, etc.
SPC3.	Tact, emotional stability, and patience in order to manage a dental program in all circumstances, to ensure the appropriate, effective and efficient delivery of dental care to inmate patients, the safety and security of the institution and compliance with various laws, rules, regulations, policies, procedures, etc.
SPC4.	Alertness and keenness of observation in regards to inmate patients/staff in order to respond to situations/incidents, to ensure the safety and security of the institution and compliance with various laws, rules, regulations, policies, procedures, etc.