

EDITED TASK LISTING

CLASS: Supervising Dentist, Correctional Facility

NOTE: Each position within this classification may perform some or all of these tasks.

Task #	Task
1.	Perform complete examinations on and develop a comprehensive dental treatment plan for inmate-patients to ensure quality dental management using diagnostic skills and knowledge in compliance with the California dental practice act, dental community standards, American Disabilities Act. (ADA) and the California Department of Corrections and Rehabilitation (CDCR) dental policies and procedures, as required.
2.	Order appropriate lab studies, X-rays and other diagnostic tests to formulate a differential diagnosis to ensure proper treatment modalities for inmate-patients' dental conditions using accepted dental practices, diagnostic skills and knowledge in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
3.	Screen and diagnose traumatic dental injuries (tooth avulsion, fractures, etc.) on inmate-patients and when appropriate, provide treatment on an emergency basis to ensure the effective and efficient delivery of the dental scope of services and to ensure compliance not unlike community standards with various laws, rules, regulations (e.g. California-Occupational Safety & Health Act (Cal-OSHA), ADA, Center for Disease Control and Prevention (CDCP) policies, Dental Practice Act, etc.), CDCR policies, procedures, etc. utilizing various resources (e.g., laws, rules, regulations (e.g. ADA, CDCP policies, Dental Practice Act, etc.), CDCR policies and procedures, etc.), as required.
4.	Screen and assess periodontal conditions (pocket measurements, mobility, furcations, etc.) on inmate-patients to determine the presence of periodontal disease, by using accepted dental practices, diagnostic skills and knowledge in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
5.	Perform non-surgical periodontal therapy or treatment on inmate-patients to control periodontal disease (preventive dental education, oral hygiene instruction, scaling/root planning) by using accepted dental practices, diagnostic skills and knowledge in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
6.	Perform operative dentistry on inmate-patients to correct dental pathology using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.

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7.	Perform minor surgery/exodontia (simple, soft tissue impaction) and post operative treatment on inmate-patients to correct dental pathology using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
8.	Perform surgery/exodontia (partial bony, full bony and flap procedures) and post operative treatment on inmate-patients to correct dental pathology using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
9.	Perform biopsies of attached and unattached oral lesions, and request associated diagnostic tests on inmate-patients to correct dental pathology using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
10.	Develop a sequential treatment plan for the fabrication and delivery of immediate dentures for inmate-patients using diagnostic knowledge, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
11.	Manage dental pathology, acute/chronic dental pain and oral infections for inmate-patients using diagnostic knowledge, clinical skills, appropriate medications, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
12.	Perform prosthetic dentistry for inmate-patients to restore the ability to masticate using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
13.	Perform endodontic treatment (e.g., root canals) on inmate-patients to correct dental pathology using diagnostic knowledge, clinical skills, appropriate equipment, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.

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14.	Prescribe, administer and dispense medication to inmate-patients to prevent and treat systemic and dental pathology using diagnostic knowledge, clinical skills, appropriate medications, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, as required.
15.	Ensure the scheduling of daily inmate-patient appointments by designated dental staff to provide effective, efficient and timely delivery of dental services using diagnostic knowledge, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and procedures, on a daily basis.
16.	Monitor the documentation in the unit health record of existing conditions, oral pathology and treatment rendered to inmate-patients to ensure an accurate legal record using diagnostic knowledge, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA, and the CDCR dental policies and , as required.
17.	Oversee, implement and monitor infection control policies and procedures in CDCR Dental Clinics to ensure a safe working environment in compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Dental Practice Act, etc.), CDCR policies and procedures, as required.
18.	Supervise the work of CDCR Dentists to ensure the delivery of appropriate dental care to inmate-patients in compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Injury and Illness Prevention Program (SB 198), Dental Practice Act, Department of Personnel Administration, Equal Employment Opportunity (EEO), etc.) CDCR policies and procedures on a daily basis.
19.	Supervise ancillary dental staff (e. g. dental hygienist, dental laboratory technician, and clerical support) to ensure the delivery of appropriate dental care to inmate-patients in compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Injury and Illness Prevention Program (SB 198), Dental Practice Act, Department of Personnel Administration, EEO, etc.) CDCR policies and procedures on a daily basis.

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20.	Identify and evaluate training needs of CDCR dental staff and contractors to ensure compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP) policies, Injury and Illness Prevention Program (SB 198), Dental Practice Act, Department of Personnel Administration, EEO, etc.) CDCR policies and procedures on a daily basis.
21.	Provide leadership training and clinical instruction to dental staff and contractors to ensure compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP) policies, Injury and Illness Prevention Program (SB 198), Dental Practice Act, Department of Personnel Administration, EEO, etc.) CDCR policies and procedures on a daily basis.
22.	Monitor equipment and supplies to ensure proper operation, cost savings, the safety and security of others, to ensure the appropriate delivery of dental care and compliance with various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Dental Practice Act, etc.), CDCR policies, procedures, etc. utilizing various resources (e.g. laws, rules, regulations, policies, procedures, knowledge, communication skills, etc.) as required.
23.	Maintain instrument/equipment accountability for the CDCR dental clinic/office/department using California Department of Corrections & Rehabilitation Departmental Operating Manual (DOM) and Title 15 to ensure the safety and security of others in compliance with CDCR policies and procedures, on daily a basis.
24.	Monitor and evaluate CDCR Dentists' performance of work assignments on a daily basis by providing oral/written feedback to ensure job required objectives/standards are met using training as required by CDCR and State Personnel Board policies and procedure, DOM and Title 15.
25.	Create, coordinate and maintain dentist's daily work schedules ensuring efficient use of staffing resources to provide effective, efficient and timely delivery of dental services using diagnostic knowledge, and accepted dental practices, in compliance with the California dental practice act, dental community standards, ADA and the CDCR dental policies and procedures.
26.	Complete probationary or performance evaluation reports as required on dental staff to correct or improve employee performance and behavior or address issues of substandard performance utilizing various resources (e.g. collective bargaining contracts/agreements, communication skills, training, performance evaluations, documentation, policies, procedures, laws, rules, regulations, etc.) and when appropriate initiate disciplinary action as needed.

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27.	Participate in the hiring process by conducting interviews, evaluating and recommending candidates for appointment utilizing various resources (e.g. methods of filling vacancies, laws, rules, regulations, policies, procedures, knowledge, communications skills, etc.) as needed.
28.	Coordinate, integrate, and supervise the services of multi faceted dental clinic operations to ensure the delivery of appropriate dental care to inmate-patients in compliance with and using various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Injury and Illness Prevention Program (SB 198), Dental Practice Act, Department of Personnel Administration, EEO, etc.) CDCR policies and procedures on a daily basis.
29.	Serve as a dental consultant to Staff Dentists on unusual or difficult cases to ensure optimal outcomes of dental care using professional knowledge, experience, and clinical skills as required.
30.	Coordinate specialty care and/or outside consultations as required for inmate-patients presenting with treatment needs beyond the scope of the treating dentist's clinical capabilities to ensure the appropriate delivery of dental care in compliance with various laws, rules, regulations (e.g., ADA, CDCP policies, Dental Practice Act, etc.), CDCR policies and procedures.
31.	Coordinate quality assurance practices of the institution dental program to ensure appropriate, efficient and consistent delivery of dental care to inmate-patients and compliance with various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Dental Practice Act, etc.), CDC policies, procedures, etc., utilizing various resources (e.g. knowledge, communication skills, laws, rules, regulations, policies, procedures, etc.) as needed.
32.	Review documentation by dental staff in clinical records as needed to assure its adequacy and adherence to established clinical policies and procedures utilizing chart reviews as required by and in compliance with the Dental Practice Act, and CDCR policies and procedures.
33.	Coordinate peer reviews of Staff Dentists' clinical performance utilizing chart reviews to ensure appropriate delivery of dental care, effective patient management, and consistency and conformity with various laws, rules, regulations (e.g. ADA, CDCP policies, Dental Practice Act, CDCR policies and procedures), as needed.
34.	Serve in the role of clinical case manager to Staff Dentists to ensure optimal outcomes of dental care using professional knowledge, experience, and clinical skills as required.

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35.	Oversee the inmate appeals and Paragraph 17 process to address inmate-patient's concerns and complaints, provide information, and ensure compliance with ADA, CDCP policies, Dental Practice Act, CDCR policies and procedures, as required.
36.	Maintain records, prepare reports, and compose correspondence for policy justifications, performance evaluations, litigation, documentation, reference material, the appropriate delivery of dental care, and to ensure compliance with various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Dental Practice Act, California Department of Radiation Safety, etc.), CDCR policies and procedures, etc. utilizing various resources (e.g. laws, rules, regulations, policies, procedures, computer equipment, etc.) on a daily basis.
37.	Consult and communicate with the Chief Dentist to apprise him/her of all issues and problems with staff and inmate-patients to ensure the appropriate delivery of dental care, and compliance with the Mission of the Department, EEO, Cal-OSHA, ADA, CDCP policies, Dental Practice Act, CDCR policies and procedures, local institutional goals and objectives, utilizing various resources (e.g. laws, rules, regulations, policies, procedures, knowledge, communication skills, etc.) as required.
38.	Advise dental health care professionals and non-dental staff on matters of dental health care program policy and procedures to ensure compliance with CDCR dental policies and procedures utilizing various resources (e.g. laws, rules, regulations, policies, procedures, knowledge, communication skills, etc.), as required.
39.	Maintain current knowledge of recent developments in dental techniques by utilizing continuing education courses (e.g., literature review, scientific sessions, online courses and hands-on training) to ensure the appropriate delivery of dental care, and compliance with the Mission of the Department, Cal-OSHA, ADA, CDCP policies, Dental Practice Act, CDCR policies and procedures, as required.
40.	Direct and participate in the performance of general dentistry procedures as required to ensure the effective and efficient delivery of the dental scope of services and to ensure compliance not unlike community standards with various laws, rules, regulations (e.g. Cal-OSHA, ADA, CDCP policies, Dental Practice Act, etc.), CDC policies, procedures, etc. utilizing various resources (e.g., laws, rules, regulations (e.g. ADA, CDCP policies, Dental Practice Act, etc.), CDC policies, procedures, etc.).

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41.	Maintain current knowledge of California Dental Law by utilizing continuing education courses (e.g., literature review, scientific sessions, online courses and hands-on training) to ensure the appropriate delivery of dental care, and compliance with the Mission of the Department, Cal-OSHA, ADA, CDCP policies, Dental Practice Act, CDCR policies and procedures, as required.