

STATEMENT OF ACCOUNTABILITY

Oral Health Therapist, Hospital Dental Service

TEAM

Hospital Dental Department

ROLE TITLE

Oral Health Therapist, Hospital Dental

REPORTS TO

Clinical Director, Hospital Dental, Christchurch Hospital

OUR CULTURE

At Health New Zealand, we are committed to putting people at the heart of all we do, so that we are all supported to deliver world class healthcare to our communities. This means we all behave with honesty, integrity and courage; doing the right thing by each other and our communities. We demonstrate care and concern for our own and others wellbeing. We believe that diversity and inclusion is critical to ensure we deliver the best care for our diverse communities. Therefore, we always respect and value everyone's differences. When making decisions we consider and seek a diverse range of viewpoints especially those from minority groups. We acknowledge New Zealand as a bicultural nation and support and respect the integration of Tikanga Māori and Te Reo Māori at work.

MY ROLE RESPONSIBILITY

The position holder will provide high quality oral health treatment and preventive services to assigned patients. Assigned patients will typically be those who are under the care of the Hospital Dental Service (HDS) for the management of head and neck cancer, but also may include special care and medically complex patients who have a medical or congenital condition and/or, physical, sensory, intellectual or psychological disability.

The position holder will provide advice and support with respect to oral health therapy/dental hygiene care to clinical and support staff.

Key results	Expected outcomes/performance indicators
Te Tiriti o Waitangi	<ul style="list-style-type: none">• Supports the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori.• Supports tangata whenua/mana whenua led change to deliver mana Motuhake and Māori self-determination in the design, delivery and monitoring of health care.• Supports Māori oversight and ownership of decision making processes necessary to achieve Māori health equity.• Supports the expression of hauora Māori models of care and matauranga Māori.
Equity	<ul style="list-style-type: none">• Commits to helping all our patients achieve equitable health outcomes .• Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery.• Supports the dismantling of policies, procedures and practices that cause inequity.• Supports Māori-led responses.• Supports Pacific-led responses.
Digital	Supports digital tools that foster organisation effectiveness.
Whānau-centric	Supports improved service engagement with whānau.

	Supports people and service user experience in the design, delivery and evaluation of services.
Resilient services	Demonstrates performance improvement and efficiency. Supports the implementation of agreed continuous improvement initiatives.
Health & Safety	Takes responsibility for keeping self and others free from harm at work. Complies with the requirements of the Health and Safety policy and procedures.
Risk	Actively participates in Health New Zealand's approach to risk management.
Digital	Supports digital tools that foster organisation effectiveness.
Record keeping	Creates accurate and appropriate records to support clinical findings.

Matters which must be referred to the Practice Co-ordinator or Clinical Director:

- Significant quality or safety issues including adverse events
- Serious clinical standards failure
- Professional issues
- Any matter that may affect the reputation of HDS or Health NZ.

MY CAPABILITY

Qualifications, experience, knowledge and skills:

Required

- Hold a graduate qualification commensurate with the registration as an Oral Health Therapist or Dental Hygienist in New Zealand.
- Have registration with the Dental Council of New Zealand
- Hold an annual practicing certificate (without conditions).
- Meet vetting criteria as a 'core' worker under the Children Act 2014.
- Have evidence of relevant continuing education undertaken regularly.
- Have experience with working in a team environment.
- Have detailed knowledge in the practical application of Dental Council Practice standards.
- Be self motivated with the ability to problem solve and to work independently.
- Have strong communication and time management skills.
- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- Demonstrate patient focused care with a primary interest in achieving the best outcomes for the patient consistent with organisation constraints.
- Demonstrate the ability to forge strong working relationships with colleagues within HDS and associated multidisciplinary teams.
- Demonstrate the ability to participate and contribute to a multidisciplinary team approach to health care provision.
- Demonstrate the ability to work in a team, manage conflicts and building and maintain strong working relationships.
- Demonstrate good organisational skills with understanding of the need for and the ability to comply with policies and procedures.
- Demonstrate composure and judgement in emergency situations.
- Exhibit resilience, an understanding of personal limitations and the ability to seek support and assistance.

Desirable

- Dental Council approved qualification in the administration of local anaesthetic (if relevant to scope of practice).
- Dental Council approved qualification in intra-oral and extra-oral radiography (if relevant to scope of practice).
- Experience providing clinical care in a hospital setting.
- Proficient with the Titanium patient management system.
- Knowledge of safety and compliance guidelines in a hospital setting.

CRITICAL COMPETENCIES

- Maintains the patient as a primary focus.
- Develops positive patient focussed relationships with patients, support people and their whānau.
- Responds to patient needs with effective and appropriate results. Is sensitive and responsive to the cultural needs of patients.
- Undertakes independent procedures for patients, when necessary, with clinical guidance (and where indicated direct clinical supervision) provided by an assigned HDS dentist or dental specialist.
- Provide timely, high quality oral health services within the assigned scope of practice founded upon evidence-based practice and clinical effectiveness to assigned patients in outpatient clinics and consulting rooms including:
 - Undertaking extra-oral and intra-oral examination of the soft and hard tissues of the orofacial region including medical and oral health screening, baseline charting, routine mucosal surveillance.
 - When within the position holders scope of practice, complete appropriate intra and extra oral radiographic imaging when indicated.
 - Make individual risk assessment of factors related to caries, periodontal diseases and oral cancer.
- Formulate an accurate diagnosis for dental caries and periodontal diseases or seek additional clinical opinion or refer as required.
- Formulate an evidence based, patient-centred plan for care that addresses the aetiology of dental and oral diseases, and the attainment and maintenance of oral health including disease management and prevention appropriate for the patient's oral disease risk.
- Provide clinical care including dental prophylaxis, supra- and sub-gingival scaling root planning, debridement, application of preventive agents, sealing of teeth, polishing and re-contouring of restorations, taking impressions, fitting guards and splints.
- When within the position holders scope of practice, manage conditions and diseases affecting the teeth.
- When within the position holders scope of practice, use local anaesthesia safely appropriately and effectively; with the correct administration technique; and selecting the appropriate local anaesthetic solutions.
- Apply, administer and/or supply prescription medicines, for example, antibiotics to manage infection or risk of infection, management of medical emergencies, or high concentration fluoride varnishes and toothpastes, in accordance with legal and regulatory requirements.
- Provide dental education and preventative information and counselling to patients including tooth brushing, interdental cleaning, nutrition, professional review.
- Provide dietary advice and perform procedures to prevent dental caries, including when within the position holders scope of practice, fissure sealants and applying fluoride.
- Manage patient recall and review (when indicated).
- Seek guidance and support where the complexity of the patient's clinical situation is outside the individual's scope or experience or where the needs of the patient would be better served with such guidance.

- Understand and apply HDS infection prevention and control (IPC) policies and practices during all patient interactions and related activities ensuring patient and staff safety and compliance with Dental Council NZ practice standards.
- Maintains comprehensive contemporaneous clinical records for all patient interactions using Health New Zealand patient information forms and platforms including Titanium.
- Maintain patient privacy and confidentiality in accordance with Health New Zealand procedures and policy.
- Participate in clinical quality assurance activities including clinical audit, clinical case review, and relevant multidisciplinary meetings.
- Provide input into decision making regarding clinical equipment, instruments and dental materials required.

PROFESSIONAL COMPETENCIES

- Maintenance of the highest standards of professional conduct in relation to patients, staff and the general public.
- Understand and comply with:
 - Dental Council NZ Practice Standards
 - Organisational policies and procedures
 - HDS policies, processes and procedures.
- Maintain effective communication with the HDS Special Care team and other clinicians on matters related to patient clinical services.
- Be aware of diversity and function effectively and respectfully when working with and treating people of different cultures. Culture is not restricted to ethnicity, but also includes gender, spiritual beliefs, sexual orientation, lifestyle, beliefs, age, social status or perceived economic worth.
- Understand the significance of the Treaty of Waitangi and demonstrates awareness of partnership obligations under the Treaty of Waitangi.
- Understand patient acceptance criteria, level of service available and discharge criteria and work within these constraints.

QUALITY

Every staff member within Health New Zealand is responsible for ensuring a quality service is provided in their area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.

MY RELATIONSHIPS

Internal

- Service Clinical Director
- Clinical colleagues
- HDS Practice Co-ordinator
- HDS DA Team Leader
- HDS staff
- Other Health NZ staff

External

- Service users, their families and caregivers
- Head and Neck Cancer services (eg. ORL, OMS)
- Other hospital based services and staff
- Staff and Services of Health New Zealand
- Dental Council New Zealand
- Private general dental practitioners and specialists
- Community groups and other institutions (e.g. Cancer Society,

**OUR WELLBEING,
HEALTH AND SAFETY**

At Health New Zealand, we're committed to promoting a culture where our people's wellbeing, health and safety is at the core of everything we do. We're committed to a healthy and safe working environment to enable everyone to return home safe and well every day. We're driving for a positive, inclusive, engaging culture where our people feel safe and engaged in their work.

We know that it's important to look after yourself, to provide the best possible care to our community. We are all responsible for the health and safety of ourselves and each other. We need to work together to ensure wellbeing, health and safety risks do not put our people at risk of harm.