



## DIVISION SCOPE OF SERVICE

|   |
|---|
| <b>Division:</b> SOUTH ATLANTIC         |
| <b>Classification:</b> DENTAL ASSISTANT |
| <b>Applicant Name:</b>                  |

  

|  |
|--|
| <b>Dental Assistant:</b><br>The Dental Assistant must have equivalent qualifications, competence and function in the same role as employed individuals performing the same or similar services at the facility, as defined by facility job description.  |
| <b>Definition of Care or Service:</b><br>The Dental Assistants functions as a member of the surgical team and may perform various duties to facilitate surgical cases. Scope of Service may include: <ul style="list-style-type: none"><li>• Assists the dentist during the procedure</li><li>• Prepares tray of instruments prior to procedure</li><li>• Hand instruments and supplies to the dentist during procedure</li><li>• Receives items after use and puts them where they will not contaminate clean items or surface</li><li>• Ensures that the surgical field remains as clean as possible during a procedure</li><li>• Keeps patients' mouths dry and clean by using suction or other devices</li><li>• Sterilizes and disinfects instruments and equipment</li><li>• Instruct patients on postoperative and general oral healthcare</li><li>• Demonstrates Clinical and Service excellence behaviors to include code of HCA Healthcare conduct core fundamentals in daily interactions with patients, families, co-workers and physicians.</li></ul> |
| <b>Setting(s):</b> <ul style="list-style-type: none"><li>• Surgical services areas including but not limited to hospitals and outpatient surgery centers</li><li>• Operating Room</li></ul>  |
| <b>Supervision:</b> <ul style="list-style-type: none"><li>• Direct supervision by the physician/dentist<ul style="list-style-type: none"><li>○ Indirect supervision by the surgical department director, OR manager or designee</li></ul></li></ul> <p><b>Evaluator:</b> Surgical department director in conjunction with supervising physician or designee</p> <p><b>Tier Level:</b> 3</p> <p><b>eSAF Access Required:</b> YES</p>  |
| <b>Qualifications:</b> <ul style="list-style-type: none"><li>• High School/GED or higher</li><li>• Proof of <b>one</b> of the below:<ul style="list-style-type: none"><li>○ Completion of an academic program in dental assisting</li><li>○ Documented on-the-job training as a dental assistant</li></ul></li><li>• American Heart Association health care provider BLS Certification</li></ul> <p><b>NOTE:</b> Where education may not be defined in qualifications area of the Scope, HCA Healthcare requires the highest level of education completed (not training or courses) confirmed on your background check.</p>  |
| <b>State Requirements:</b> <ul style="list-style-type: none"><li>• N/A</li></ul>   |



## **DIVISION SCOPE OF SERVICE**

**Experience:**

One year as a Certified Dental Assistant is preferred

**Competencies**

The Dental Assistant will demonstrate:

- Provides a safe environment for patients
  - Uses at least two ways to identify patients before treating or performing a procedure
  - Labels all medications and solutions on surgical field in procedural settings
  - Participates in the preprocedure process to verify the correct procedure, for the correct patient, at the correct site and involves the patient in the verification process when possible
  - Participates in a time-out immediately before starting an invasive procedure or making the incision
- Basic aseptic technique
  - Applies surgical attire including scrubbing, gowning and gloving
  - Receives sterile equipment via circulating nurse using sterile technique
- Effective communication and interpersonal skills
  - Coordinates case preparation
  - Lays out instrumentation and supplies to treat patients
  - Transfers instruments and supplies to surgeon accurately
  - Anticipates surgeon needs
  - Assists with care of instruments at end of case
- Infection Prevention
  - Practices consistent hand hygiene
  - Uses personal protective equipment (PPE)
  - Maintains current immunization for influenza
  - Complies with Isolation precautions

**References:**

American Dental Assistants Association; Dental assistants: Occupational Outlook Handbook: US Bureau of Labor Statistics

Dental Assisting National Board (2018). Meet State Requirements; Retrieved from

<https://www.danb.org/Meet-State-Requirements.aspx>

United States Department of Labor U.S. Bureau of Statistics (2011) Dental Assistants; Retrieved from

[www.bls.gov](http://www.bls.gov)

**Document Control:**

- Revised 2/20/2017
- Content Updates 4/19/2021

**Your signature confirms you will be able to comply with the Qualifications and Competencies listed within this Scope of Service and that you will confirm education via your background check.**

**Applicant Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_



HEALTHTRUST™

Workforce Solutions

## **DIVISION SCOPE OF SERVICE**

**Date:** \_\_\_\_\_