

## **DIVISION SCOPE OF SERVICE**

<b>Division: WEST FLORIDA</b>
<b>Classification: DENTAL ASSISTANT</b>
<b>Applicant Name:</b>

  

<p><b>Dental Assistant:</b> 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.</p>
<p><b>Definition of Care or Service:</b> The Dental Assistants assist dentists with procedures, maintain records and maintain dental instruments. Scope of Service may include:</p> <ul style="list-style-type: none"> <li>• Performs and or manages the following safely and efficiently:             <ul style="list-style-type: none"> <li>○ Work with patients to make them comfortable in the dental chair and to prepare them for treatments and procedures</li> <li>○ Prepare the work area for patients treatment by setting out instruments and materials</li> <li>○ Help dentists by assisting during procedures</li> <li>○ Keep patients' mouths dry by using suction hoses or other equipment</li> <li>○ Instruct patients in proper dental hygiene</li> </ul> </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>
<p><b>Setting(s):</b></p> <ul style="list-style-type: none"> <li>• Healthcare facilities including but not limited to hospitals, outpatient treatment facilities</li> </ul>
<p><b>Supervision:</b></p> <ul style="list-style-type: none"> <li>• Direct supervision by the physician/dentist</li> </ul>
<p><b>Evaluator:</b> Department director or designee in conjunction with supervising dentist</p>
<p><b>Tier Level:</b> 3</p>
<p><b>eSAF Access Required:</b> YES</p>
<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• High School Diploma/GED or higher</li> <li>• One of the below required:             <ul style="list-style-type: none"> <li>○ Dental assistant's successful completion of an expanded duty course or program which meets any one of the nationally recognized dental accrediting agency</li> <li>○ For the purpose of positioning and exposing radiographs by dental assistants, formal training may consist of having received certification as a dental radiographer</li> </ul> </li> </ul>
<p><b>Preferred Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Certificate or diploma from an accredited community college program for dental assisting</li> </ul>
<p><b>State Requirements:</b></p> <ul style="list-style-type: none"> <li>• State-certified as a dental radiographer by the Florida Department of Health (FDOH) when applicable</li> </ul>
<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
<p><b>Preferred Experience:</b></p> <ul style="list-style-type: none"> <li>• One year as a Certified Dental Assistant is preferred</li> </ul>

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### Competencies:

The Dental Assistant will demonstrate:

- Accurate patient information review and evaluation
  - Uses at least two ways to identify patients before treating or performing a procedure
  - Accesses patient's medical record appropriately
  - Verifies the requested procedure correlates with the patient's clinical history, presentation and physician order
  - Participates in the pre-procedure process to verify correct procedure, at the correct site and involves the patient in the verification process when possible
  - Participates in a time-out immediately before the start of an invasive procedure or making of the incision
- Job Specific Competencies:
  - Demonstrates proper technique and use of dental equipment during procedures
- Maintains a safe environment
- Infection Prevention
  - Practices consistent hand hygiene
  - Uses personal protective equipment (PPE) when required
  - Required immunizations per Division requirements
  - Complies with Isolation precautions
  - Maintains sterile field

### References:

CODA Accredited Programs: <https://www.ada.org/en/coda/find-a-program/search-dental-programs#t=us&sort=%40codastatecitysort%20ascending>

Florida Dental Assisting Requirements: <https://www.dalefoundation.org/resources-and-state-requirements/State-Dental-Assistant-Requirements/Florida>

Florida Board of Dentistry: <https://floridasdentistry.gov/licensing/>

### Document Control:

- Cosmetic update 10/4/2016
- Content update 8/14/2020
- Cosmetic update 10/5/2020

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

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