



# DIVISION SCOPE OF SERVICE

<b>Division:</b> NORTH TEXAS
<b>Classification:</b> DENTAL ASSISTANT
<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>• Prepares and correctly transfers instruments and supplies to the dentist during a dental procedure</li> <li>• Sets up and Organizes back table</li> <li>• Assist in moving and positioning the patient for surgery and immediately after surgery</li> <li>• Functions as an assistant</li> <li>• Operate x-ray equipment but under the supervision of sponsoring physician</li> <li>• Provides suction, irrigation and/or sponging of tissues as needed</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>• Demonstrates Clinical and Service excellence behaviors to include code of HCA 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>• Operating Room</li> </ul>
<p><b>Supervision:</b></p> <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>
<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• High School/GED or higher</li> <li>• Completion of an academic program in dental assisting; <b>or</b></li> <li>• Documented training as a dental assistant (Can be found on Skills Checklist)</li> <li>• American Heart Association health care provider BLS Certification</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 (preferred)</li> </ul> <p><b>NOTE:</b> Where education may not be defined in qualifications area of the Scope, HCA requires the highest level of education completed (not training or courses) confirmed on your background check.</p>
<p><b>State Requirements:</b></p> <ul style="list-style-type: none"> <li>• N/A</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:

- 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 pre-procedure 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 surgeon accurately
  - Anticipates surgeon needs
  - Assist with care of instruments at end of case
- 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:**

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

Dental Assistant Education and Training Requirements:

<https://www.ada.org/en/education-careers/careers-in-dentistry/dental-team-careers/dental-assistant/education-training-requirements-dental-assistant>

United States Department of Labor U.S. Bureau of Statistics (2011) Dental Assistants; Retrieved from [www.bls.gov](http://www.bls.gov)

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