

TrueCare Pediatric Dental Clinic

2210 Mesa Drive, Unit 300, Oceanside, CA 92054

760-510-8504

Claire.wilson@truecare.org

Are you looking for an opportunity to make a BIG impact on the oral health of the youth in our community? Do you enjoy working closely with children and their parents? Do you have a calm and reassuring presence?

Since 1971 TrueCare's mission has been simple; providing high-quality, comprehensive healthcare to the local community, regardless of a person's ability to pay.

The Dental Assistant is responsible for assisting the dentist and dental hygienist in the direct provision of primary care dental services to pediatric patients of the health center. The Dental Assistant is also responsible for sterilization, preparation and inventory control of dental instruments and supplies.

Daily Duties include:

- 1. Reviewing the daily schedule to set-up appropriate trays and instruments**
- 2. Maintaining a smooth constant flow of patients from reception to operatories**
- 3. Making patients comfortable and preparing them for examination by collecting their health history and taking their vitals and recording them in the EDR**
- 4. Operating x-ray equipment to perform dental radiographic procedures**
- 5. Performing mouth-mirror inspection of the oral cavity, charting obvious lesions, existing restorations, and missing teeth**
- 6. Accurately chart**
- 7. Use suction and swabs to keep patients' mouth clear and dry during procedures**
- 8. Take impressions for diagnostics and opposing models**
- 9. Under direct supervision of the dentist, perform procedures such as fabrication of temporary crowns intra-orally; temporary cementation and removal of temporary crowns and removal of orthodontic bands; coronal polishing; and placement of post-extraction and periodontal dressing in accordance with state regulations and law**
- 10. Provide patients w. instructions for oral care**
- 11. Maintain dental equipment and work areas in compliance with health center policies and procedures relative to infection control and safety issues, including sterilization of all instruments and equipment and proper disposal of contaminated materials**
- 12. Maintain adequate supplies and control inventory**

13. Assist the front office with answering the telephone, patient registration, scheduling appointments, recalls and obtaining insurance eligibility

Must Haves:

- High School Diploma
- Graduate from a California Board-approved Dental Assistant education program
- Willingness to test for Registered Dental Assistant certification
- Availability to work Saturdays as needed

Nice To Haves:

- Associate degree in a healthcare related field
- Bilingual in English and Spanish
- Experience working in a community clinic setting

Licenses:

Current California Registered Dental Assistant License (Coronal Polish/ X-ray/ Sealants - Pit & Fissure Sealants OR Willingness to Earn All and Sit for RDA Exam within 6 months of Hire

Benefits:

- Low-cost health, dental, vision & life insurance
- 3 weeks PTO, 10 Paid Holidays
- Tuition Reimbursement, Employee Assistance program
- \$500 Signing Bonus

TrueCare is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant or employee on the basis of race, color, religion, creed, national origin, ancestry, sex, gender, age, physical or mental disability, veteran or military status, genetic information, sexual orientation, gender identity, gender expression, marital status, or any other characteristic protected by applicable federal, state, or local law.

Visit truecare.org to learn more! Health Inside. Welcome in! Salud Adentro. Bienvenido!