

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Health and Medical Services		
2. Position Title: Dental Hygienist	3. Salary Level: 16-14	4. Division: Dental
5. Reports To: Senior Dental Therapist, Senior Dental Officers	6. Direct Reports: Chief Dental Officer	
7. Primary Objective of the Position: To enhance our dental preventive program especially with school children and the general public.		

8. Position Overview	
9. Financial:	10. Legal: Medical Act
11. Internal Stakeholders: <ul style="list-style-type: none"> • Chief Dental Officer • Senior Dental Officers • Dental Assistants • Dental Hygienist (colleagues) • Senior Dental Therapists • Dental Receptionist • Pharmacy • Administrators <p>To be referred to Manager:</p> <ul style="list-style-type: none"> • Management of more complicated dental diseases • Approval for new programs/initiatives • Schedules for dental school visits • Dental awareness activities • Record and report data from School visit 	12. External Stakeholders: <ul style="list-style-type: none"> • Head and School Teachers • School committees eg Primary School • Community • Media eg. BPA • Local NGO eg Drama groups <p>To be referred to Manager:</p> <ul style="list-style-type: none"> • Communication on the details of Dental awareness program to the communities involved accordingly • Normal procedures in obtaining informed consent for dental treatments to whom it may concern e.g. PTA (Parents Teachers Association) • Provision of preventive dental aids to the community e.g school

This is position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

Approved by:	Date of Issue:
---------------------	-----------------------

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

13. KEY ACCOUNTABILITIES <i>(Include linkage to KDP, MOP and Divisional Plan)</i>		
<ul style="list-style-type: none"> ▪ <i>KDP/KPA: 3 Health</i> ▪ <i>MOP Outcome: 3. Health 3.2 Reduce child morbidity and mortality,3.5 Reduce burden and incidence of other NCDs,3.6 Improved health service delivery</i> ▪ <i>Divisional/Departmental/Unit Plan: Dental, MHMS</i> 		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
<p>Key result area 1: General public and especially our young population become more dentally aware</p>	<ul style="list-style-type: none"> • Running of school dental program • Running of ANC dental program • Providing oral hygiene instructions to patients attending the clinics • Organising and running Radio Programs • Creating and distributing pamphlets and posters plus other health promotional activities to educate the public on oral health 	<ul style="list-style-type: none"> • Reduction in caries rate in primary schools • Brushing activity seen in primary schools • Improvement in DMFT score of adults including maternals
<p>Key result area 2: Assist in staff overload and increase in public demand</p>	<ul style="list-style-type: none"> • Doing Dental Assisting when needed • Providing dental extraction under supervision when need arises 	<ul style="list-style-type: none"> • Reduction in re-booking of patients • Reduction in patient complaints
<p>Key result area 3: Long term effect on overall oral health of our population</p>	<ul style="list-style-type: none"> • Continued provision of prophylaxis and scaling • Outreach program to outer islands • Provision of fissure sealants to Class One • Provision of GIC ART when working remotely 	<ul style="list-style-type: none"> • Reduction in National DMFT score • Reduction in periodontal index

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

Approved by:	Date of Issue:
---------------------	-----------------------

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

10. Key Challenges	11. Selection Criteria
<ul style="list-style-type: none"> • To work with children who are more challenging to treat • To work in the field in a less ideal environment in terms of ergonomics • To be able to maintain a high standard of infection control • High expectation from dental operators on identification and use of dental materials and instruments with minimal training • To work in a highly infectious environment in contact with body fluids and blood with use of standard precautions • To be exposed to hazardous chemicals and to handle them safely 	<p>11.1 PQR (Position Qualification Requirement):</p> <ul style="list-style-type: none"> • Education: At least Form 6 Science School certificate OR Form 5 Science with 1 year working experience as a Dental Hygienist <p>Prerequisite: An eligible person should have skills in dental extraction and dental assisting</p> <hr/> <p>11.2 Key Attributes (Personal Qualities):</p> <p style="margin-left: 20px;">Knowledge</p> <ul style="list-style-type: none"> ○ Customer and Personal Service ○ Computer literate <p style="margin-left: 20px;">Skills:</p> <ul style="list-style-type: none"> ○ Proven competence and ability in clinical practice ○ Demonstrated time management skills <p style="margin-left: 20px;">Attributes</p> <ul style="list-style-type: none"> ○ Caring and friendly attitude ○ Keen in working with kids ○ Innovative and Creative ○ Teamwork ○ Approachable ○ Resilience ○ hardworking and dedicated

This is position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

Approved by:	Date of Issue:
---------------------	-----------------------