

**BOARD OF REGENTS
STATE OF IOWA
REGENT MERIT SYSTEM**

Class Title: Senior Dental Assistant

Class Code: 3053

Pay Grade: 110

GENERAL CLASS DESCRIPTION:

Under minimal supervision, performs advanced chairside duties in assistance of dental students, graduate students, and faculty providers. Carries out all functions which a dental assistant is legally certified to perform.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

1. Performs all chairside duties required of a Dental Assistant classification in addition to several of the following advanced duties.
2. Regularly performs several advanced techniques/responsibilities based on specific department need: Fabrication, Temp cementation and crowns, impressions (digital or molds), Class I filling materials, and/or Amalgam placement.
3. Required to routinely administer and train on modified dental techniques for specialized patient care, including but not limited to stabilization of head or limbs, modified isolation techniques, behavioral management techniques and/or mobile wheelchair lift set-up.
4. May regularly participates in or manages outreach programs specific to their clinic.
5. May participate in the interview process of Dental Assistant personnel.
6. May assist in development of training plans for new/changing procedures impacting Dental Assistants.
7. Completes a variety of patient documentation under guidance from provider or supervisor.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Ability to follow written and oral instructions.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.

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2. Ability to communicate effectively with others.
3. Ability to physically administer specialized patient care equipment. (i.e. wheel chair lifts, stabilization and isolation techniques)
4. Knowledge of principles, methods and techniques of dental assistant work as instructed in CODA-accredited educational programs.
5. Ability to work in close quarters with dental faculty and students while maintaining a positive environment for patients.
6. Ability to maintain a certificate of proficiency in dental radiography required by the Iowa Board of Dental Examiners.
7. Ability to maintain current certification by the Dental Assistant National Board (DANB).
8. Ability to operate necessary technology, machines and instruments used in dental assistance duties.

MINIMUM ELIGIBILITY REQUIREMENTS:

1. Successful completion of a CODA accredited dental assistance program or one year of full-time equivalency chairside assistant experience assisting in four-handed method of dentistry.
2. Current DANB Dental Assistant Certification.
3. May require, Expanded Functions (EF-1 and/or EF-2). Required based on specific advanced responsibilities assigned by the provider or as needs are defined in clinic.
4. Must have a current certificate of registration to practice as a dental assistant issued by the Iowa Board of Dental Examiners (QDA).
5. Must possess current Iowa certificate of proficiency in dental radiography. (QDA)
6. Five years of experience assisting in the four-handed method of dentistry beyond the educational requirements for this position.