

Dental Assistant Tufts University

Direct Link: <https://www.AcademicKeys.com/r?job=204230>

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Posted Jan. 25, 2023, set to expire Dec. 31, 2023

Job Title	Dental Assistant
Department	Periodontology
Institution	Tufts University Medford, Massachusetts
Date Posted	Jan. 25, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Health Services
Job Website	https://jobs.tufts.edu/jobs/18509?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Under direct supervision, by a supervising Dental Assistant or Dentist, learns and provides basic dental assistant duties assisting general dentists and specialty dentist's chair side.

What You'll Do

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- Provides clinical services assisting faculty/residents in four-handed dentistry learning and performing basic Dental Assistant duties. Takes digital radiographs (panoramic, PAs, bitewings). Pours models, polishes crowns and dentures, makes impressions and temporary crowns.
- Maintains proper cleanliness of operatories and instruments in compliance with infection control policies. Responsible for sterilization and maintaining equipment and materials in accordance with OSHA, federal and state guidelines.
- Answers all patient, provider, and insurance phone calls and verifies proper responses as necessary.
- Scheduling.
- Accesses and accurately maintains patient health records. Enters treatment charges into the patient care system.

What We're Looking For

Basic Requirements:

- High School Diploma/GED
- 0-2 years of experience
- Massachusetts Dental Assistant License
- Exhibits knowledge and proficiency with sterile technique and assisting various specialties.
- Sound knowledge of HIPAA and OSHA compliance regarding infection control, blood borne pathogens, sterilization, and radiology.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact