

INTEGRATED CARE DENTAL ASSISTANT

SUMMARY

This position is primarily responsible for promoting an integrated care model through coordinating activities to promote education and preventative services while recruiting patients to the NACC Dental Clinic by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned.

Engage and develop cross-departmental initiatives and activities to increase the Native American population in NACC Dental and fulfill the mission of providing a holistic approach to care.

Work in collaboration with the Dental Director/Dental Manager to establish effective tracking methods to document integrated care activities.

Tracks referral and recruitment methods that reach the target population within NACC including collaborating with leadership to ensure the success of initiatives.

Facilitates the consistent flow of patients in the target population from the NACC medical and counseling clinics to the NACC dental clinic.

Provides detailed monthly reports of activities including reflecting on the efficacy of current activities.

Perform all dental assisting duties as needed.

EDUCATION AND/OR EXPERIENCE:

- High School Diploma or GED. One to two years healthcare-related experience and/or training.
- Licensed Dental Assistant in the State of Minnesota.
- Experience in the Native American community, preferred.

An Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.