

EDITED KSA LISTING

CLASS: Supervising Dentist, Correctional Facility

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

| # | Knowledge, Skill, Ability |
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| | Knowledge of: |
| K1. | Working knowledge of modern methods and principles of general dentistry and dental surgery including its preventive aspects to ensure the appropriate and efficient delivery of dental care to inmate-patients. |
| K2. | Working knowledge of preventive aspects of dental care and the skills necessary for the application of its methods and principles to ensure the appropriate and efficient delivery of dental care to inmate-patients |
| K3. | Working knowledge of current modalities of oral hygiene and prevention, diagnosis and treatment of diseases of the mouth to ensure the appropriate and efficient delivery of dental care to inmate-patients. |
| K4. | Basic knowledge of principles and priorities of personnel management and effective supervision of the delivery of dental care to meet the Mission of the CDCR Dental Program. |
| K5. | Theoretical knowledge of a supervisor's role in the Equal Employment Opportunity (EEO) Program and the processes available to meet the Department's EEO objectives as it relates to the supervision of Dental Staff to ensure equitable treatment of all staff and compliance with Federal and State Laws. |
| K6. | Practical knowledge of maintaining a work environment that is free of discrimination and harassment to ensure compliance with Federal and State Laws |
| K7. | Intermediate knowledge of the Inmate Appeals Program (CDCR 602) by providing an avenue whereby inmate grievances are addressed to meet the Mission of CDCR. |

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| # | skill to: |
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| S1. | Skill to apply modern methods and principles of general dentistry in prescribing and fitting dental prostheses in order to evaluate, advise, and manage the delivery of prosthetic care to inmate-patients. |
| S2. | Skill to analyze situations accurately in order to determine and implement effective and appropriate courses of action. |
| S3. | Skill to foster and maintain effective working relationships between and with health care professionals and others in order to ensure efficient working relationships. |
| S4. | Skill to provide clinical record reviews of patients' treatment to ensure an adequate legal record utilizing chart reviews to verify the accuracy of documentation. |
| S5. | Skill to ensure adherence by dental staff to established CDCR clinical policies and procedures in order to provide effective, efficient and timely delivery of dental care. |
| S6 | Skill to provide clinical instruction to dental staff and others in order to provide effective, efficient and timely delivery of dental care. |
| S7 | Skill to plan, organize and direct the work of a group of professional and ancillary dental personnel in order to effectively and efficiently supervise an institutional dental program. |
| S8 | Skill to estimate future requirements for dental equipment and supplies in order to provide effective, efficient and timely delivery of dental care. |
| S9 | Skill to maintain records, prepare reports and compose correspondence to ensure effective documentation, communication and compliance with CDCR policies and procedures. |

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| | Special Personal Characteristics: |
|--------------|---|
| SPC1. | Empathetic understanding of the inmate-patients in a State correctional facility. |
| SPC2. | Willingness to work in a State correctional Facility. |
| SPC3. | Exercise tact, patience, and emotional stability. |
| SPC4. | Utilize alertness and keenness of observation. |