

POSITION DESCRIPTION

Dentist

POSITION DETAILS			
Business unit	Oral Health	Position number	
Department	Health Programs		
Position reports to	Oral Health Service Lead		
Direct reports	Nil		
Location	Richmond	Date approved	July 2026

Purpose of the position

The Flying Doctor Oral Health service provides high quality dental care to regional and remote Victorian communities through fixed and mobile clinics, and as a partner provider of Smile Squad, the Victorian School dental program.

The Dentist is responsible for providing clinical dental services care as part of the Flying Doctor Oral Health service, consistent with scope of practice, competence and service requirements as set by RFDS and relevant stakeholders (i.e. Oral Health Victoria, RFDS-Federation).

Further, this includes responsibilities associated with patient care, patient safety, infection control, record keeping and health promotional activities. This requires travel to various fixed and mobile locations in rural and remote communities across Victoria.

Key Accountabilities	
Tasks and Responsibilities	- Undertake accurate patient assessment, diagnosis, treatment planning and provide high quality preventative and therapeutic dental care within own scope of practice aligned with RFDS and OHV policies - Identify high-risk patients along with referring patients for general or specialist services, including cases outside RFDS capability or patient eligibility - Maintain communication with team members and stakeholders for the coordination of activities and responding to client needs, enquiries and complaints as necessary for the provision of client care - Maintain effective practices for the cleaning, disinfection and sterilisation of instruments and equipment to prevent cross infection in accordance with National Standards, RFDS policy, procedures and relevant referenced guidelines - Ensure that the standard of patient care is maintained at the highest possible level commensurate with RFDS, OHV and relevant stakeholder policy and the available resources - Maintain accurate patient records, casework notes and health promotion documentation in Titanium in accordance with OHV standards, guidelines and the Health Records Act. This position will require travel to RFDS remote Victorian locations on a regular basis.

Key Stakeholders	Internal • RFDS Oral Health program team members • Wider RFDS Victorian team members External • Client/patients • Host sites and organisations • Oral Health Victoria • Public and Private Dental Services
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Key Selection Criteria	
Knowledge and Skills	1. Clinical Competence: Aligned to experience, delivers comprehensive dental care within scope, including patient safety, infection control and record keeping. 2. Evidence Based and Quality Driven Practice: Ability to reflect on own practice, apply current research and clinical guidelines to ensure high-quality evidence-based care. 3. Communication and Team Work: Strong communication, negotiation and interpersonal skills; with a solutions-focused, collaborative approach to teamwork and stakeholder engagement. 4. Infection Prevention and Control: Sound awareness, understanding and practical application of infection prevention and control principles within the dental setting.
Qualifications and Experience	1. Relevant tertiary qualification (i.e. Bachelor of Dental Science) 2. Current registration with AHPRA as a General Dentist with no current conditions or undertakings. 3. Previous clinical experience as a Dentist within Australia (highly desirable) 4. Previous experience with the provision of mobile dental services (highly desirable) 5. Current or willingness to obtain a Medium Rigid (MR) Drivers License for the purpose of driving RFDS dental trucks.

Checks, Licenses & Registration

Probity checks must be completed as indicated below:

It is the responsibility of both the Manager and Incumbent(s) of the role to ensure the employee(s) performing the role meet relevant requirements of Professional Standards/Codes of Conduct imposed by AHPRA, National Boards, or under Industry Codes.

☒ National Police Check/Criminal Record Check [Mandatory]	☒ Drivers License [required for travel to RFDS locations]
☒ Working with Children Check	☒ Discipline Specific Vaccination – Covid (3 doses)
☒ Professional Registration AHPRA Registration	☒ Discipline Specific Vaccination-Influenza
☒ Evidence of Right to Work in Australia [Mandatory]	☒ Discipline Specific Vaccination-Hep B or other

Important information

All Royal Flying Doctor Service of Victoria employees are mutually responsible for the success of the organisation.

The organisation is committed to creating an environment in which all employees can realise their full potential. In return all RFDS Victoria employees are expected to make contributions that positively impact our customers, our patients, our communities, our business and each other.

Therefore, employees are expected to meet their obligations under the relevant policies related but not limited to Child Safety and Workplace Health & Safety.

Approval

Signatures	
Employee:	
Manager:	
Date:	