

## JOB DESCRIPTION

### 1. General Information

**JOB TITLE:** Specialist Dental Technician – Fixed Prosthodontics

**AREA/SPECIALITY:** Fixed Laboratory

**GRADE:** Band 6

**DEPARTMENT:** Dental Laboratories

**RESPONSIBLE TO:** Lead Dental Technician – Fixed Prosthodontics

**ACCOUNTABLE TO:** Dental Matron

**LOCATION:** Guy's Hospital

### Department Information

The laboratory is located in the department of Fixed Prosthodontics on the Guy's site and is responsible for the production of all types of crown, bridge and implant work to restore function improve aesthetics and correct dental deformity. The laboratory provides a service for a number of departments including, Conservative Dentistry, Periodontics, Oncology, Paediatrics, Implant Clinics and Sedation and Special Care. The principal function of the laboratory is to provide quality dental technology services which meet patient requirements while achieving the most effective and efficient use of resources.

### Organisational Values:

Our **values** help us to define and develop our culture, **what we do** and **how we do it**. It is important that you understand and reflect these values throughout your employment with the Trust.

The post holder will:

- ☐ Put patients first ☐ Take pride in what they do ☐ Respect others ☐
- ☐ Strive to be the best ☐ Act with integrity

Our [values and behaviors framework](#) describes what it means for every one of us in the Trust to put our values into action.

### About the Trust

Guy's and St Thomas' NHS Foundation Trust comprises five of the UK's best known hospitals – Guy's, St Thomas', Evelina London Children's Hospital, Royal Brompton and Harefield – as well as community services in Lambeth and Southwark, all with a long history of high quality care, clinical excellence, research and innovation. We are among the UK's busiest, most successful foundation trusts. We provide specialist care for patients including heart and lung, cancer and renal services as well as a full range of local hospital and community services for

people in Lambeth and Southwark. We have a long tradition of clinical and scientific achievement and – as part of King's Health Partners – we are one of England's eight academic health sciences centres, bringing together world-class clinical services, teaching and research. We have one of the National Institute for Health Research's biomedical research centres, established with King's College London in 2007, as well as dedicated clinical research facilities. We have around 22,700 staff, making us one of the largest NHS Trusts in the country and one of the biggest employers locally. We aim to reflect the diversity of the communities we serve and continue to develop new and existing partnerships with local people, patients, neighbouring NHS organisations, local authorities and charitable bodies and GPs. We strive to recruit and retain the best staff as the dedication and skills of our employees lie at the heart of our organisation and ensure that our services are of the highest quality, safe and focused on our patients.

## **2. Job Summary**

To undertake the duties of a specialist grade (Band 6) dental technician to clinical prescription producing dental technical restorations related to fixed prosthodontics. The vast majority of the work of this post holder will be the construction of complex and highly complex fixed prosthodontic implant supported restorations.

## **3. Key Relationships**

A list of staff the post holder will have regular contact with

Dental Technical Laboratory Services Manager  
Lead Technician fixed Prosthodontics  
Technical staff of the fixed Prosthodontics Laboratory  
Laboratory support staff  
Clinical staff of the Dental Institute to which services are provided  
Undergraduate and postgraduate students  
Commercial dental laboratories  
Other members of the dental and hospital team as required

## **4. Duties and Responsibilities**

The construction of a broad range of single and multiple unit implant supported crown and bridge restorations for clinical staff, postgraduate students and undergraduate students.

This will also include the production of the following:

Temporary/provisional restorations, Gold crowns/inlays, Post and cores, Metal ceramic crowns, All ceramic crowns, Bridges (conventional, fixed-movable and minimal

preparation), Veneers and Implant supported restorations and related appliances (radiographic stents for example).

To be proficient in the production of the above mentioned the post holder will need to be familiar with the use of porcelain and composite materials as well as cast dental alloys. There is also the need to be familiar in the use of precision attachments and milling and production of customised abutments for implant cases.

All work to be produced in line with Medical Devices Regulations.

The post holder will need to be familiar with CAD/CAM technology and should be able to use both the 3Shape and Procera scanning systems.

They will contribute to the supervision of the technical work of lower grade staff and students while providing guidance and direction on laboratory procedures.

The post holder may also be required to participate in departmental audit and on occasion materials and equipment testing.

They will need to communicate with staff and students regarding the design and prescription of complex and highly complex restorations detailed under role outline above. This will involve providing advice regarding abutment selection for implant cases. This will also mean spending time on consultant and house officer clinics and may involve communicating with patients.

Performance will be assessed by the Laboratory Manager through a formal system of performance appraisal which will identify relevant competencies and a personal development plan. Performance will be monitored and reviewed in line with Hospital and Laboratory quality standards and agreed competencies.

- **Management and Leadership**

To deputise for the senior staff member of the laboratory and in doing so ensure that staff workloads are managed by allocating technical work to staff of the laboratory as directed by the laboratory manager, and organising the laboratory workload to ensure that work turnaround times are met by implementing and using efficient working practises. Ensure that technical work produced by the fixed prosthodontics laboratory is of the highest possible standard and that the work provided by external laboratories meets the criteria specified by the Dental Institute.

- **Financial responsibilities**

To carry out the duties of replacing laboratory materials and to also ensure the efficient and effective use of materials.

- **Information management**

The post holder may also be required to participate in departmental audit and on occasion materials and equipment testing.

- **Education & Professional Development.**

To contribute to the supervision of the technical work of lower grade staff and students while providing guidance and direction on laboratory procedures.

The Dental Institute is active in a wide range of research and from time to time academic and research staff may seek support from Dental Technical staff and their involvement in relevant departmental research projects.

The post holder may occasionally need to contribute to the teaching of postgraduate dental students consistent with their expertise and experience.

The post holder will have the responsibility of ensuring their registration with the GDC is current and their CPD meets requirements.

**The following statement forms part of all job descriptions:-**

The post holder is required to follow Trust policies and procedures which are regularly updated including:

**Confidentiality / Data Protection / Freedom of Information**

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 2018. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person, those staff will be liable to disciplinary action up to and including dismissal. Moreover, the Data Protection Act 2018 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Following the Freedom of Information Act (FOI) 2000, post holders must apply the Trust's FOI procedure if they receive a written request for information.

**Information Governance**

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

**Equal Opportunities**

Post holders must at all times fulfil their responsibilities with regard to the Trust's Equal Opportunities Policy and equality laws.

### **Health and Safety**

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

### **Infection Control**

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

### **Risk Management**

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

### **Flexible Working**

As an organization we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

### **Safeguarding children and vulnerable adults**

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

### **Sustainability**

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers monitors and equipment when not in use, minimising water usage and reporting faults promptly.

### **Smoking Policy**

The Trust is committed to providing a healthy and safe environment for staff, patients and visitors. Staff are therefore not permitted to smoke on Trust property or in Trust vehicles

### **Review of this Job Description**

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

### **Initials and date of Preparation**

JR     31/08/2022