



**PARTNERSHIP HEALTH CENTER, INC.**  
**invites applications for the position of:**

## **Dentist**

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<b>SALARY:</b>	\$70.40-\$84.19 Hourly, DOE
<b>OPENING DATE:</b>	06/30/25
<b>CLOSING DATE:</b>	Open Until Filled
<b>BARGAINING UNIT:</b>	Non-Union Personnel Plan
<b>WORK SITE:</b>	Lowell Clinic, Creamery Clinic
<b>SCHEDULING/HOURS OF WORK:</b>	Regular Part-Time, 30 Hours Per Week to Regular Full-Time, 40 Hours Per Week

Located halfway between Yellowstone and Glacier National Parks and home to the University of Montana, Missoula is an academic center situated in an outdoor enthusiast's paradise. Depending on the season, you can hike, ski, fish, float rivers, ride mountain bikes, or just sit back and marvel at the surrounding scenery. Join us in scenic, sophisticated, and service-oriented Missoula!

Partnership Health Center (PHC), 2019 and 2022 winner of the Employer of Choice Award for Missoula, and 2022 winner of the Montana Employer of Choice Award, offers impeccable, integrated services to over 18,000 individuals and families. A 14-site, Federally Qualified Health Center in Missoula County, PHC fulfills its mission through the provision of a full range of primary care services - medical, dental, behavioral health, and an on-site pharmacy with a dedication to attending to the social determinants of health. Please visit our [website](#) to see the amazing benefits you will receive by joining our team such as medical (no cost for employee), dental, and vision insurance, loan forgiveness, retirement plan contributions, and generous paid sick and vacation time.

### **DEFINITION:**

Provides comprehensive and emergency dental care for Partnership Health Center (PHC) patients, including at satellite dental clinic locations; assures quality dental services; represents Partnership Health Center to the Missoula Dental community.

### **REPRESENTATIVE EXAMPLES OF WORK:**

Provides dental services including dental screenings, preventative education, diagnosis, and basic restorative dentistry, oral surgery, endodontics, prosthodontics, and emergency care. Assures appropriate referrals for patients.

Maintains accurate and up-to-date patient records, using standard SOAP format and in a timely manner, including billing and coding for billable visits.

Adheres to all standards and requirements pertaining to HIPAA and NCQA and PHC peer review process.

Participates in training of volunteers and staff for dental clinic.

Participates in Partnership Health Center staff meetings and clinic meetings and serve as a leadership model for other staff regarding Partnership Health Center's mission and philosophy.

Participates in quality assurance reviews and in patient chart audits with the Dental Director. Maintains expertise and certification in field of practice, including completion of required hours of CDE (Continuing Dental Education).

Assists in educating the PHC team and partners on best practices for delivering healthcare in non-traditional settings.

#### **OTHER DUTIES:**

May attend Partnership Health Center Board meetings on an as needed basis.

Performs related work as required or directed. Provides coverage at satellite locations on an as-needed basis when requested by the organization.

#### **SUPERVISION RECEIVED:**

Under the general administrative direction of the PHC Chief Medical Officer and the general dental supervision of the PHC Dental Director or designee.

#### **SUPERVISION EXERCISED:**

At the direction of the Dental Director, may temporarily be assigned to supervise dental personnel as needed. May supervise students during rotations.

#### **WORKING RELATIONSHIPS:**

Works with the public seeking dental care; works closely with PHC and community health care providers, dental volunteers, and all PHC staff.

#### **REQUIRED KNOWLEDGE, SKILLS & ABILITIES:**

**KNOWLEDGE:** Extensive knowledge of current dental best practices, dental quality assurance systems, and NCQA requirements for dental clinics. Working knowledge of the principles and practices of HIPAA compliance. Working knowledge of the PHC Corporate Compliance Guidelines.

**SKILLS:** Skill in diagnosis and treatment of dental problems. Skill in endodontics, surgical extractions, and making dentures.

**ABILITIES:** Ability to support Partnership Health Center's mission and provide culturally sensitive care. Ability to develop and maintain good working relationships with the Missoula Dental community. Ability to work individually and as a team in a growing program. Ability to communicate in the English language orally and in writing. Ability to establish and maintain effective working relationships with diverse individuals and groups.

#### **MINIMUM QUALIFICATIONS:**

**EDUCATION:** Requires degree of D.D.S. or D.M.D. from an accredited dental school and current license to practice dentistry in the state of Montana from the Montana Board of Dentistry with no history of licensure suspension or disciplinary action. Requires a current Healthcare Professional BLS certification or the ability to obtain it within 90 days of hire. Must be eligible for malpractice/liability coverage.

**SPECIAL REQUIREMENTS:** Subject to passing a criminal background investigation that will require fingerprinting. Requires immunizations or proof of immunity to certain infectious diseases and a TB test. New employees will be asked to volunteer vaccination status for required vaccines upon hire and will be offered assistance during hiring to receive necessary immunizations. Employees who have not received the vaccines required for their positions or who are unwilling to voluntarily provide vaccination status for required vaccines will receive a reasonable accommodation where such accommodation does not require an undue hardship or endanger the health or safety of any person. This position may require travel to PHC satellite locations, including Seeley Lake.

#### **PHYSICAL/ENVIRONMENTAL DEMANDS:**

The employee may risk exposure to biohazards (including blood and disinfectant chemicals) and communicable diseases. Work is performed walking or standing much of the time. Work may be performed in a non-traditional setting and/or traveling to provide care in a mobile capacity where needed. Requires ability to work in physically restricted areas with a high patient flow. This job may include regular nights and weekends, including Saturday clinic. This position is not eligible for remote work.

**TO APPLY:**

- **Please email your interest in the position to [PHCHR@phcmt.org](mailto:PHCHR@phcmt.org).**
- **Please include with your email the following attachments: Cover Letter, Resume, copy of current License, Transcripts, a copy of your diploma, and valid MT Driver's License.**
- **Incomplete applications and applications without required attachments will be disqualified.**
- **Complete job description available upon request to the Department of Human Resources.**