

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 6186300

Post Doctoral Fellow, NS

Brief Description of Class

Post Doctoral Fellows perform professional dental tasks related to the diagnosis and treatment of dental diseases, injuries, and malfunctions of teeth and gums. Incumbents receive specialized dental residency training, and provide comprehensive dental care to individuals with physical, developmental, and psychiatric disabilities.

Positions are classified exclusively for clinical fellowship programs in the Dental and Oral Surgery Department at Helen Hayes Hospital, which is part of the Department of Health.

Distinguishing Characteristics

Post Doctoral Fellow: non-competitive; under the direction of Helen Hayes Hospital's Chief of Dental and Oral Surgery, diagnoses and treats dental diseases, injuries, and malfunctions; advises patients about dental health practices; and performs dental surgery.

Illustrative Tasks

Post Doctoral Fellow

Performs restoration of simple and compound cavities with materials including cement and amalgam.

Administers local anesthetics via hypodermic syringes, and inhalation anesthetics such as nitrous oxide.

Performs oral surgery commensurate with professional qualifications.

Performs single and multiple extractions of teeth.

Cleans teeth by scaling calculus with appropriate dental utensils.

Treats teeth, mouth, and gum infections with appropriate drugs, or by surgery.

Maintains written records of patients' dental treatments, and reviews charts.

Determines the need for dental and prosthetic appliances by studying patient's mouths to determine the type of restoration required.

Takes mouth impressions and bite registrations for crowns, jackets, dentures, and bridges.

Tries temporary setups in patients' mouths, and fits and inserts finished appliances.

Ensures that operatory suites are ready for practice.

Advises patients about dental health practices.

Instructs and directs paraprofessional dental staff in the performance of auxiliary duties.

May arrange for and provide in-service training of dental staff.

Minimum Qualifications

Post Doctoral Fellow

Non-Competitive: possession of a Doctor of Dental Surgery, or Doctor of Dental Medicine degree from an American Dental Association accredited dental school; and ability to obtain a New York State dental permit.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

Date: 11/2017

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