

Rules of the Practice- Fairview Dental Clinic

1. The primary consideration of all staff must at all time be the welfare of the patients entrusted to their care.
2. Clinical staff should work in a calm, efficient, courteous and quiet manner. Too much noise can be unsettling for patients.
3. Individual staff members shall be courteous & respectful to all other members of staff.
4. All staff will follow safety instructions in use in practice. (see practice protocols document)
5. All staff shall adhere to the practice Health & Safety policy and familiarise themselves with the practice safety statement folder.
6. Staff members must never disclose information of a personal or confidential nature heard in the course of their work, whether related to the patient or the practice in which they are employed except to the employing dentist and then only in matters relating to their work.
7. Staff must obey all reasonable orders given by the registered dental practitioner under whose direction and /or supervision they are working.
8. Dental nurses and hygienists are under an obligation to carry out the lawful and reasonable directions concerning the care and treatment of patients given by the registered dental practitioner under whose direction and /or supervision they are working. Dental nurses and hygienists must recognise not only their responsibilities but also the limitations of their functions.
9. As per the statement of terms and conditions of employment, all staff are obliged to be present in the practice and ready to work during the hours specified. Non attendance and/or poor punctuality impacts on the care of patients and cannot be tolerated by the practice.
10. All ordering and purchasing of products for the practice is the sole responsibility of the practice manager.