



# Blood Tribe Department of Health Inc.

## Employment Opportunity

**Title:** Children's Oral Health Initiative (COHI) Aide  
**Department:** Community/Public Health Department  
**Classification:** 1 Full Time Equivalent Position  
**Re-Posting:** February 26, 2018  
**Work Hours:** 8:30am -4:30pm

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**REPORTING;** The COHI Aide reports to the Community Health Director and is responsible to their designated First Nations community to ensure the Initiative requirements are met. The COHI practices under the professional direction of the Regional COHI Coordinator, and with ongoing direction from the COHI Dental Therapist.

### SUMMARY:

The Children's Oral Health Initiative (COHI) is a dental initiative designed to prevent and control tooth decay in young First Nations and Inuit children and to set the stage for a lifetime of healthy teeth. COHI provides specific oral health prevention services to children ages 0 to 12 years, as well as oral health education to their caregivers and prenatal groups residing in First Nations Communities.

### DUTIES AND RESPONSIBILITIES:

- Participate in oral health education at prenatal clinics, well baby clinics, Head Start programs and 0-4 year screening clinics.
- Book clients for services with the Dental Therapist and provide support services at client visits.
- Promote oral health in community and workplace.
- Train parents/caregivers in basic oral hygiene methods for themselves and children in their care.
- Provide basic oral hygiene methods (oral hygiene instructions) to school age children in conjunction with fluoride varnishes.
- Apply fluoride varnish to COHI protocol standards.
- Obtain and review informed permission forms for clients' 0-4 and update medical histories annually. Target goals for the number of forms are set out in the initiative.
- Case load management – arrange home visits, school/head start/daycare screening days.
- Maintain records of parents/caregivers referred to community dental provider.
- Document services provided on pink cards (Client Service Records).
- Complete a dental service daily record (DSRD) for all services provided daily.
- Order and maintain inventory of COHI supplies from COHI Dental Therapist.

### PRACTICE REQUIREMENTS;

- COHI Aide is a member of the community.
- Community Health Representative and or Health Care Aide background preferred.
- Must successfully complete theoretical and practical training and required to pass a written exam. Recertification required annually.
- Maintain current, accurate, legible documentation as required.
- Operate in K4 dental clinics, community health clinics, daycare centers and clients' homes.
- Follow Infection Prevention Control Measures.
- First Aid/CPR current.
- Class 4 driver's licence preferred.
- Clean Criminal Check and Vulnerable Sector Check.

### COMPETENCIES:

The COHI Aide is competent to provide the full range of services based on training received. COHI Aides provide care in the following three broad categories:

1. Community and Preventative Dentistry.
2. Administration.
3. Practice Management, Principles of Professionalism and Ethics.

**Deadline for Application:** March 9, 2018

**Incomplete application will not be accepted.**

Please forward a Letter of Application, Resume, Drivers Abstract, Criminal Record Check, and Three (3) updated references to:

**Blood Tribe Department of Health Inc.**  
**c/o: Kara Russell - Human Resources Assistant**  
**P.O. Box 229**  
**STANDOFF, AB T0L 1Y0**  
**Phone: 737-8408**  
**FAX: 403-737-3985**  
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