

**Associate Dean for Clinical Affairs and Quality Assurance, Associate/Full Professor  
Position #TBD**

The University of Florida, College of Dentistry (UFCD) is recruiting qualified internal applicants for the Associate Dean for Clinical Affairs and Quality Assurance (ADCAQA). The ADCAQA reports directly to the Dean of the College and has responsibility for the overall patient care mission of UFCD.

The ADCAQA will oversee the office of clinical administration and is responsible for overseeing all aspects of clinic operations and patient care within the college of dentistry. Patient care is provided to the public within the context of dental education; thus the associate dean is responsive to the needs of both patients and students.

The Associate Dean for Clinical Affairs (ADCAQA) provides leadership, strategic direction, oversight and management for the college in areas related to the clinical pre-doctoral, clinical residency and faculty practice programs. The ADCAQA maintains a strong supportive relationship with other administrators, faculty, staff, residents and students to provide focus, and to ensure compliance with accreditation standards. The ADCAQA is responsible for preparing outcome measure data in support of institutional effectiveness related to the clinical program and quality assurance standards. The Associate Dean also has the responsibility for staying current with federal and state healthcare, and safety regulations related to the college's clinical facility and clinical operations and ensure that the college has policies in place reflecting these. The Associate Dean is responsible for regularly assessing the quality of care delivered in all UFCD patient care centers (i.e. predoctoral, graduate, college-owned community-based clinics and Faculty Practice) and will produce and collect quality assurance data and report regularly to the Clinical Affairs and Quality Assurance Committee, as well as the Dean of the College or her designee. Additionally, this position works closely with the Office of Finance on matters related to dental and medical billing and compliance with state and federal regulations that apply.

The ADCAQ provides high-level oversight to program improvement and infection control activities, monitoring and improving the function of key clinic support units including central sterilization, the preclinical simulation laboratory, dental maintenance, instrument leasing program, and junior/senior laboratories ensuring in-service training and compliance with university, and state regulations for students, residents, faculty and staff. The Associate Dean is also responsible for ensuring clinical credentialing for faculty and continually assessing and providing oversight for Axium (electronic health record). The Associate Dean works in conjunction with the patient advocate to ensure high quality care and patient satisfaction and also has responsibility for formalized monitoring, reporting and follow-up related to patient complaints and incident reports.

The Associate Dean also oversees the activities of Treatment Coordinators and is responsible for the day-to-day management of the DMD clinics. In addition, this position works closely with the deans for academic affairs and advanced education and the director of community-based programs to ensure that external clinical sites managed by the UFCD comply with all rules, regulations, policies and procedures and that collectively, students and residents are prepared to be the dental scientists and practitioners of the future.

The Associate Dean for Clinical Affairs and Quality Assurance will maintain a preclinical, clinical or didactic teaching role in their current home department and/or clinical assignment in the college's Faculty Practice.

**Minimum qualifications:**

DDS, or DMD or equivalent degree

Florida Dental License or Dental Teaching Permit

Comprehensive clinical skills.

Broad knowledge of issues in dental education and specifically clinical oral health matters.

At least seven years' experience in dental education at the institutional level, working in implementation, evaluation and monitoring of a clinical educational program leading to a dental degree.

Demonstrated experience working with effective teams to identify and resolve problems.

Commitment to a generalist model of dental education.

**Preferred qualifications**

Demonstrated experience in supervising the work of others in a dental education setting.

Demonstrated experience in clinical operations and or dental school clinical affairs.

Demonstrated experience working closely or directly with senior dental school administration, university administration, governing boards for higher education and accrediting agencies.

Demonstrated experience and leadership responsibility with professional organizations dedicated to education and dental education.

Ability to develop and implement policies and procedures.

Experience in direct clinical operations or services as a clinical department chairperson.

The University of Florida is an Equal Opportunity Institution dedicated to building a culturally diverse and inclusive faculty and staff. The selection process will be conducted in accordance with the provisions of Florida's "Government in the Sunshine" and Public Records Laws. Search committee meetings and interviews will be open to the public, and all applications, resumes, and other documents related to the search will be available for public inspection.



The review of applications will begin immediately and position is to be filled as soon as possible. To apply, please go to <http://jobs.ufl.edu/> and search for job number 67290. This administrative role is open to current UF employees only. Applicants should attach a curriculum vitae, a cover letter describing their interest containing a statement of academic objectives, and a contact list of three references with their application for consideration.

For more information about the University of Florida College of Dentistry, visit: [www.dental.ufl.edu](http://www.dental.ufl.edu).