

Preparing for an Interview I

Applicant Questions

Below are questions that you can use to prepare for an interview for a dental position. A future employer will ask many questions during the interview process but the interviewee, or applicant, should also ask questions.

Questions should be asked pertaining to different liability scenarios. When you agree to take a position, EDIC recommends that you find out exactly how a practice is run and what its office protocols are, and determine if you agree on the ethics and safety standards in place. Doing this research up front will help determine if that position is right for you. Being proactive about potential liability situations that can occur in an office or dental care setting before you begin the job could possibly reduce your own liability risks in the future.

Recommended Applicant Questions From a Liability Standpoint

- Will I, as a dental colleague, be preparing my patients' diagnoses and treatment plans?
- What is the practice's dental philosophy?
- What types of patients do you treat in your practice?
- What are the most common types of treatments you provide?
- What kind of dental technology do you use in the operator?
- What freedom would I have in determining my own work objectives, deadlines, and methods of measurement?
- How is an employee evaluated in this position?
- Do the employees have to recommend products or services to patients that the practice highly supports? Is my performance evaluated on how well I sell these products or services?
- What are the office procedures on patient charting and documentation?
- What is office protocol when a patient refuses recommended tests, x-rays, treatments?
- Does the office use informed consent forms for all treatments?
- Does the practice utilize CE classes and risk management courses to keep on top of new technology and treatments?
- What benefits (e.g., health insurance) does your practice provide?
- What will my income be based on?

Before your interview ends, ask for a tour of the office so you can see if your state health department standards in dentistry are implemented, such as sterilization procedures.

Preparing for an Interview II *Possible Employer Questions*

Questions From an Employer/Interviewer

- Once you knew you were interested in healthcare, why did you choose dental and not medical or veterinarian?
- What do you like most about dentistry? Least?
- What do you think you can contribute to the dentistry profession?
- What are your goals as they relate to dentistry?
- What is your philosophy on how oral health relates to overall body health?
- How would you handle an unhappy or uncomfortable patient?
- What experience do you have in a dental office?
- What experience do you have with the business and administrative side of a dental practice?
- How would you describe your knowledge of current technology and procedures?
- What have you done in the last year to improve your knowledge?
- Do you attend conferences, take online webinars, or interact with your state and local dental society events?
- What dental organizations do you continue to be active in?
- Would you be interested in working in a mentor program?
- Would you be interested in buying in to a practice or owning your own practice in the future?
- Describe your volunteer or community service activities.

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