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| --- | --- | --- | --- |
| Sr. No | Designation | Name of the Team member | Roles & responsibilities |
| 1 | Owner/Propriotor |  |  |
| 2 | Practice Manager |  |  |
| 3 | Dentist |  |  |
| 4 | Associate Dentist |  |  |
| 5 | Consultants |  |  |
| 6 | Infection Control Incharge |  |  |
| 7 | Dental Nurse/ Chair Side Assistant |  |  |
| 8 | Front Office Manager |  |  |
| 9 | Front office assistant |  |  |
| 10 | House keeping staff |  |  |
| 11 | Radiology Technician |  |  |
| 12 | Accountant |  |  |
| 13 | Public Relation Officer |  |  |

Please use this document to enter the information as it is available with you.

It is not mandatory to have a separate human resource for each of above role and it is not limited to the above mentioned roles.

You can add or remove the roles as per requirements & size of your own organization.

This will help you to assign the specific duties to the team members.