JOB TITLE: CLINIC PHYSICIAN (Primary care and Specialty care)

JOB CLASS: EXEMPT

JOB RESPONSIBILITIES:

Provides clinical services to patients of Open Cities Health Center, Inc., under the leadership and supervision of the Medical Director.

DUTIES:

- Provides quality outpatient care during nine one-half day clinics (Full time equivalent). Emphasis is placed on the doctor-patient relationship as a primary physician for the patient. On an urgent basis patients may be seen by providers other than the primary provider.

- Provides inpatient services as needed, or arranges for appropriate inpatient care at Regions Hospital, United Hospital, St. Joseph’s Hospital, and other local hospitals, when hospitalization is required.

- Participates in performance improvement (PI) peer review activities and other quality improvement activities as assigned by the Medical Director.

- Participates in other committees and clinical activities as determined by the Medical Director.

- Participates in Continuing Medical Education activities, and obtains at least the minimum hours as required by the State licensing requirements. Maintains a current MN state license, DEA license, and specialty board certification, or if applicable, board eligibility.

- Maintains current hospital privileges if participating in inpatient care.

- Maintains adequate charting and documentation of patient care in a timely fashion.

- Provides assistance, as needed, to the Medical Director on infectious disease issues pertinent to the clinic and contributes as needed to the development of the annual Health Care Plan.

- Practices within the scope of practice for the specialty and works cooperatively with other specialists and staff. Treats patients within accepted standards of practice for the region and medical experience.
• Follows the general policies and procedures of Open Cities Health Center, including but not limited to HIPPA policies, pain management policy, code of conduct, and communication policies.

• May also provide additional services as directed by the Medical Director.

**KNOWLEDGE, SKILLS AND ABILITIES:**

• Demonstrated ability to provide medical care within the bounds of the specialty.

• Strong personal and professional communication skills.

• Knowledge of and desire to work within a community health care model of service delivery.

• Respect and concern for patients regardless of economic status, race, gender, ethnic background sexual preference or disability.

**MINIMUM QUALIFICATIONS:**

• Current Minnesota Licensure.

• Graduate from an accredited school of Medicine.

• Board certified or eligible.

• Strong Community Health/Public Health orientation.

**SALARY AND BENEFITS:** Salary is competitive with other community clinics and is negotiable depending upon experience and qualifications. CME, license reimbursement and life and malpractice insurance are provided. We have medical and dental insurance, a 403 (b) retirement plan and a 125 (flex benefit) plan. If interested, please send a cover letter and curriculum vitae to: lashell.barnes@ochealthcenter.com OR Lashell Barnes, Human Resources Director, Open Cities Health Center, 409 N. Dunlap Street, St. Paul, MN 55104 - 651-290-9211 / Faxes can be sent to Attn: Lashell Barnes – 651-290-9210.

www.ochealthcenter.com
I have read and reviewed the job description for the position of Clinic Physician. I understand the duties and responsibilities of this job, and agree to perform these functions to the best of my ability.

________________________________________________________________________
Employee Signature                        Date

________________________________________________________________________
Signature of the Medical Director         Date

________________________________________________________________________
Signature of the Executive Director       Date