

Bee Busy Wellness Center – Job description

JOB TITLE: Family Practice Physician
REPORTS TO: Chief Medical Officer
STATUS: Full Time

POSITION SUMMARY:

Working from a solutions-oriented approach, the staff FMP delivers primary care commensurate with training and monitors clinical performance to ensure medical services and operations are in compliance with all applicable regulatory and licensing agencies. Also, the position serves as coach/mentor/trainer to mid-level providers, giving guidance in best practices, troubleshooting of medical services and operations issues in priority of urgency according to BBWC policy and FQHC standards. The position reports directly to the Chief Medical Officer.

DUTIES AND RESPONSIBILITIES:

1. Provides direct clinical medical services in the area of board certified (or board eligible) medical specialty in accordance with the highest applicable standards of medical and professional practice and in full accordance with health center protocols and policies.
2. Acts as primary consultant on all adult cases referred by other staff providers of Bee Busy Wellness Center (BBWC).
3. From time to time, provides in-service training for staff in selected topics in Internal or adult medicine as deemed necessary by the Chief Medical Officer.
4. Completes medical charts after each visit according to the problem-oriented medical records system and EHR/EPM protocols.
5. Assists in internal quality control audits.
6. Provide supervision in case assignment to physician assistant, including sign off on charts.
7. Supervises medical assistants and lab personnel in area of specific support services for patient care delivery.
8. Applies for and obtains staff privileges at community hospitals in the area as appropriate.
9. Will be available to participate in providing continuity of care including hospital in-patient management.
10. Attends internal and external meetings, workshops, and conferences, and participates on task forces or committees, as necessary and/or required by BBWC.
11. Performs all duties in support of successful EHR/EPM implementation.
12. Demonstrates commitment to, and understanding of, BBWC's Service Excellence Standards, by modeling service excellence in all internal and external relationships, addressing service excellence deficits in staff, and in performance of all duties and responsibilities of this position.
13. Provides additional assistance within and outside of clinical arena, as requested and/or as appropriate, to ensure the ongoing success of the organization.
14. Other duties or responsibilities as assigned by Chief Medical Officer.

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EDUCATION AND EXPERIENCE:

1. Board certification, or Board eligible, in a major primary care specialty field of practice desirable.
2. Strongly prefer minimum three years' experience in progressively responsible positions within a primary health care environment, preferably in medically needy and underserved communities and in a community health center setting.
3. Previous experience providing services and exercising leadership in a culturally and linguistically diverse setting, with demonstrated success.
4. Previous experience working within a managed care environment strongly preferred.

QUALIFICATIONS:

1. Current, valid license to practice medicine in the State of Texas, including DEA license and CPR, required.
2. Current valid certificate to supervise Physician Assistants preferred.
3. Demonstrated ability to work effectively independently and as part of a team, in collaborative settings, required.
4. Excellent written and verbal communication skills required. Understands and is committed to maintaining highest level of confidentiality.
5. Demonstrated ability to build the trust and respect of patients, staff, colleagues, external contacts, and other BBWC members.
6. Excellent problem-solving skills required, including creativity, resourcefulness, timeliness, and technical knowledge related to analyzing and resolving medical problems.
7. Sensitivity to needs of culturally and linguistically diverse patient and employee population.
8. Excellent emotional coping skills, adequate to confront difficult emotional situations and emotional responses of others.
9. Demonstrated ability to meet or exceed the Service Excellence Standards of BBWC.
10. Willingness and ability to work some evenings and weekends, as needed.
11. Demonstrated ability to utilize computer technology and to willingness to develop and adapt to the evolving technological requirements of modern medical health center practices required.
12. Ability to speak enough Spanish to examine Spanish-speaking patients and converse on basic level strongly preferred.
13. Valid Texas Driver's License, insurance, and ability to travel as required to perform duties.

Employee Signature: _____ Date: _____