



Position Description

Position Title: Physician
Classification: Exempt
Supervisor: Medical Director

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities or requirements of this position. Employees are expected to perform other functions as assigned or requested to further support the organization's mission.

Position Summary

Reporting to the Medical Director, the Physician will provide comprehensive direct primary and urgent care within their scope in a busy community clinic setting in accordance with the Center's protocols, policies and procedures and all applicable State and Federal requirements for medical services. Attend monthly QI Committee meetings, monthly staff meetings and project meetings as requested

Essential Position Responsibilities

- Provide all necessary Physician services within scope of license including prescription and distribution of drugs and medical supplies, supervision or treatment and diagnosis of patients in compliance with all applicable State and Federal requirements for medical services.
- Complete documentation related to provision of medical care and thorough review of patient medical history on the Electronic Medical Record.
- Assess and refer high risk patients as appropriate
- Promote healthy lifestyles by advising patients on diet, hygiene and disease prevention
- Meets the standard provider productivity recommended by Wilmington Community Clinic
- Effective as a leader of a patient centered health care team
- Continuously monitor and manage problems that require medical follow up
- Attends monthly Practitioner meetings
- Participates in QI program
- Demonstrate understanding of WCC policies and procedures.
- Follows clinic policies and procedures to ensure that the principles of WCC are implemented.
- Respectfully cares for patients, physicians, staff, vendors, and visitors in ways that reflect the WCC mission and philosophy.
- Fosters an environment of trust and cooperation among all staff of WCC.
- Attends other WCC meetings as required
- Other duties as assigned.



Skills

- Ability to remain organized while managing multiple details
- Ability to communicate effectively
- Medical terminology
- Professional demeanor and appearance a must.
- Bilingual English/Spanish preferred.
- Punctuality and excellent attendance required.

Education and Experience

- Board Certified preferred
- Licensed to practice medicine in California
- DEA License
- CPR Certification
- Maintain CME as required for certification renewals

Supervisory Responsibilities

Provides work direction for staff in assigned area. Work direction may include scheduling, assigning daily responsibilities, assistance in interviewing, answering questions and providing input on staff performance to the primary supervisor.

Physical Requirements

Position requires prolonged hours of sitting at a computer, standing and walking in a clinic setting. Some bending and assisting patients in clinical setting.

Work Environment

Code			
C = Continuously (70% or More)	F = Frequently (40-70%)	O = Occasionally (15-40%)	R = Rarely (Less than 15%)

Please use the codes above to complete the table below

	Code
Working indoors in a clinical setting	C
Working indoors in an office setting	O
Working indoors & outdoors delivering materials/transporting clients	R

Please check the statement that represents the Work Environment for this position

Routine exposure to blood or body fluids	
Possible exposure to blood or body fluids	x
No exposure to blood or body fluids	

Travel Requirements

Some travel may be required to attend local meetings; travel between clinic sites.



Acknowledgement:

I have read and received the Physician Position Description. I understand that this description is a summary of responsibilities and is not intended to be an all inclusive list. My position may include additional responsibilities as required. My signature below indicates receipt of this document and does not alter the at-will employment relationship in any way. If I have any questions about my Position Description or about my position I may contact my supervisor.

Employee Signature

Employee Name Printed

Date