



NEUROLOGIST JOB DESCRIPTION

Title	Neurologist
Department(s)	Clinical
Reports to	Chief Medical Officer
FLSA Status	Exempt

Summary

Diagnose and treat diseases and disorders of the endocrine system. Examine patients, take medical histories, prescribe medications, counsel patients, order and/or perform diagnostic tests and perform procedures within the scope of practice for Neurology.

Primary Essential Duties

Essential duties of this position include but are not limited to:

1. Systematically assesses patients' health status, arrives at appropriate diagnosis(es), and implements care plan for effective clinical outcomes:
 - o Accepts referrals for Neurology consults from physicians and advanced practice practitioners, and communicates with referral source in a courteous, professional and timely manner
 - o Orders, performs, interprets and analyzes diagnostic tests as appropriate
 - o Prescribes medication, therapy and other specialized medical care as appropriate
 - o Performs appropriate medical procedures within physician's scope of the practice as defined by the Hospital's credentialing and privileging processes
 - o Considers thorough range of treatment/preventive options and arrives at a recommended course of action that is age appropriate, culturally appropriate, realistic, and attainable
2. Appropriately manages patient care and health status following initiation of treatment/preventive plan, and monitors and adjusts as warranted.
3. Communicates effectively with patients and family so that they understand their diagnosis, treatment plans, and need for follow-up care.
4. Educates and encourages patients to become active participants in their own healthcare-related behavior and provides patient education materials for use in encouraging wellness.
5. Documents within the electronic medical record system, according to established guidelines to facilitate ongoing quality of care in a timely manner.
6. Contributes to effective and efficient practice management policies and practices that support patient access and quality of medical care.
7. Perform other duties, tasks, projects as assigned to meet changing business and clinical conditions and priorities.

Qualifications: Licensure/Certification (as appropriate) & Skills

1. Ability Current California MD, DO License
2. Board Certified/Board Eligible in Neurology
3. Current valid DEA Certificate
4. BLS and PALS certified (required), ACLS certified (preferred).
5. Knowledge of governmental regulations.
6. Skill in developing and maintaining effective relationships with medical and administrative staff, patients and the public.
7. Eligible for participation in the Medicare and Medi-Cal programs and for credentialing by contracted health plans, as applicable.
8. Ability to utilize an electronic medical records system to review patient health history and test results, document clinical activities and findings and place orders.

9. Working knowledge of industry standards for medical coding (ICD-10 and CPT-4) and documentation practices.
10. Must provide proof of up-to-date COVID-19 vaccinations including recommended doses in the primary series AND booster dose when eligible.

Supervisory Relationships

1. Reports to: CMO
2. Supervision-Others: None

Education & Experience

1. Education: Graduate of an accredited school of medicine required.
2. Two (2) years of experience, preferred.

Working Conditions

The physical demands described here are representative of those required for the position. Position requires sitting, walking, standing, bending, and twisting in the performance of daily activities. The position requires hand manipulation and repetitive hand movement and fine coordination in using a computer keyboard. The position requires near and far vision in reading reports and use of a computer. Acute hearing is required in supporting meetings and providing phone and in-person customer service. The position occasionally requires lifting and/or moving objects up to 20 pounds. CMWC will make reasonable accommodation of the known physical or mental limitations of a qualified applicant with a disability upon request.

COVID-19 considerations:

To protect patients and staff, safety precautions have been put in place. We have created an environment which respects and provides proper implementation of Social Distancing we provide PPE for all staff.

We are requiring all staff to be fully vaccinated.

Benefits

CMWC offers employees a comprehensive benefits package with plans that cover our employee's health and welfare, retirement, financial, and wellness needs.

- Medical Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Long Term Disability
- Vacation
- Sick Time
- Paid Holidays
- 403(b) Plan
- Career Development
- Tuition Reimbursement
- Employee Assistance Program (EAP)

Acknowledgement

I have read the above job description and agree to perform the duties and responsibilities as described above. I understand that this job description is intended to describe the general nature and level of work performed. It is not intended to serve as an exhaustive list of all duties, skills and responsibilities that may be required of me as a Neurologist.

Employee Signature _____

Date _____

CMWC Representative Signature _____

Responsibilities and tasks outlined in this document are not exhaustive and may change as determined by the needs of the company.