



### **Join Wilmington Community Clinic!**

Have you ever wanted to be a part of something bigger? Have you ever wanted to make a difference? At Wilmington Community Clinic, here you can. WCC provides quality, non-discriminatory primary care, mental health, dental and women's health services to improve the health and well-being of all served – regardless of their ability to pay. We have served patients in and around Wilmington and Los Angeles for over 40 years. Our multi-generational impact makes us proud of the services we provide and we put patient care front and center - it's The Wilmington Way!

### **Position Summary**

The Medical Director provides overall supervision of medical policy planning and implementation for Wilmington Community Clinic as established by the US Department of Health, Education, and Welfare, Bureau of Primary Health Care, the State of California, and the Affiliate Medical Committee.

### **Compensation and Benefits**

The compensation for this \$260,000-\$280,000. WCC offers competitive salary and benefits including medical, dental, vision, paid vacation, 12 paid holidays, sick leave, life insurance, retirement plan with match, employee assistance program and free employee parking.

### **Education & Experience**

- Licensed to practice medicine in California
- Board certified
- Current DEA license
- BCLS Certification
- Degree for the practice of allopathic or osteopathic medicine
- Completion of primary care residency training program
- Advised two years minimum practice and/or medical administrative experience
- Highly recommended experience working with community clinic environment

### **Essential Position Responsibilities**

- Supervises all aspects of medical services for Wilmington Community Clinic including primary care, dental and behavioral health services.
- Consult and advise Chief Executive Officer on a regular basis as to all medical aspects of the program.
- Develop written guidelines and protocols for medical program provided at Wilmington Community Clinic as established by the US Department of Health, Education, and Welfare, Bureau of Primary Health Care, the State of California, and the Affiliate Medical Committee.
- Proposes changes in medical policy.
- Provides standing orders and interpretation of program policies and needs.
- Provides consultation and supervision of physicians, practitioners, behavioral health specialists, and dentist.



- Conducts and supervises annual medical and clinician audits as required by internal policies and outside agencies.
- Review a minimum of 5% of the medical records within a one year time frame for all programs to ensure compliance with all applicable regulations, guidelines, and protocols.
- Recruit and train physicians and other licensed providers
- Ensure medical coverage of the clinic
- Provide assistance as necessary in the training and education of Family Medicine, Family Planning, Prenatal and Pediatrics; supervisors Associate Medical Director
- Provide all necessary physician services including prescription and distribution of drugs and medical supplies, supervision of diagnoses, and treatment of patients in compliance with all applicable state and federal requirements for various medical programs.
- Attend bi-monthly administrative meetings.
- Assists in the development and implementation of strategic and business planning and annual action plans.
- Perform as Director of Quality Improvement.
- Conduct monthly quality improvement meetings and quarterly medical advisory committee meetings; provide monthly QI reports for the board of director meetings
- Determine outcome for reported grievance complaints that gravely compromise the quality of medical care
- Meets the standard provider productivity recommended by Wilmington Community Clinic.
- Attends community and WCC meetings as required
- Completes other duties as assigned.

### **Skills**

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

### **What's Next?**

Thank you for your interest! Please submit a letter of interest and resume. Unfortunately, we are unable to accept direct inquiries about this position (i.e. phone calls, emails).