



## PHYSICIAN JOB DESCRIPTION

Job Title: Physician  
Reports to: Chief Medical Officer  
Job Status: Full-time / Part-time  
FLSA Status: Exempt  
Revised: 7/2024

**Summary:** The Physician provides care to patients by examining, taking medical histories and prescribing medications. The Physician also orders, performs, and interprets diagnostic tests and often educates patients on diet, hygiene, and preventive healthcare.

### Essential Functions:

- Provide patients with primary medical care services within the standard of care for Internal Medicine.
- Order laboratory and radiology tests and refer patients to specialists when appropriate.
- Analyze reports, test results, medical records and examinations to diagnose condition of patients and propose treatment options.
- Prescribe pharmaceuticals, medications, and treatment regimens to treat identified and documented medical conditions.
- Discuss potential side effects of medication/treatment with patients and ensure that all allergy information is up-to-date before prescribing medication/treatment.
- Provide advice to patients for lifestyle and diet changes that may improve their health or help to treat the health issue they are experiencing.
- Adhere to departmental policies, procedures and objectives, ongoing quality improvement objectives and safety, environmental, and infection control standards.
- Maintain patient confidentiality and comply with all federal and state health information privacy laws.
- Ensure medical records are legible and complete in a timely manner.
- Work closely and communicate effectively with all SCMC employees.
- All other duties as assigned.

### Education and Experience:

- Minimum one (1) year of experience in providing primary care to patients.
- Current license to practice medicine in California; required.
- Board-certified or board-eligible in internal medicine, surgery, emergency medicine or psychiatry; preferred.
- Current certification in BLS / CPR; required.
- To be in good standing with Medical Board of California.

### Work Environment:

- Fast-paced environmentally controlled medical office environment.



- Frequent interaction with a diverse population including team members, providers, government officials, patients, insurance companies and other members of the public.
- Flexibility to work in different SCMC clinics when necessary.

**Physical Demands:**

- Frequent sitting, writing, typing, grasping, and speaking.
- Occasional standing, walking, reaching, bending, stooping, lifting and carrying.
- Lifting, carrying, pushing, and pulling up to 25 pounds.
- Frequent use of computer, keyboard, copy and fax machine and phone.

*SCMC has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the team member's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills, and abilities. Additional functions and requirements may be assigned by supervisors, managers, executives, or officers as deemed appropriate. This document does not represent a contract of employment, and SCMC reserves the right to change this job description and/or assign tasks for the team member to perform, as SCMC may deem appropriate.*

I have received and reviewed the job requirements listed above.

\_\_\_\_\_  
Employee Name (Print)

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Employee Signature

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Date

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Supervisor Name (Print)

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Supervisor Signature

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Date