

## **SUMMARY**

Physicians renders comprehensive health care within the limitations of professional licensing to patients of the Los Angeles Christian Health Centers. Assesses needs and prescribes treatment. Compassionately and competently provides primary and preventive health care to all patients, including patients with acute and chronic illnesses, substance use disorders, mental illness, and homelessness. Provides clinical supervision to Advanced Practice Providers working on our provider team. Actively supports the mission of LACHC: to follow Christ by loving and serving our neighbors through comprehensive, quality health care. Embraces and embodies our clinic values of Christ-likeness, accessibility, justice, excellence, unity and kindness.

## **ESSENTIAL DUTIES, RESPONSIBILITIES, AND PRIVILEGES include:**

- Perform evaluation and treatment of patients in the outpatient setting at Los Angeles Christian Health Centers sites. Assess medical needs and compile care plan, addressing acute needs, chronic conditions, and preventive health maintenance. Furnish/transmit appropriate medications and treatments. Perform in-office procedures such as incision and drainage, arthrocentesis, nail removal, skin biopsy, and cryotherapy.
- Keep accurate, concise, and thorough documentation of all medical history, exam findings, assessment, treatment/interventions, and education
- Complete documentation and lock progress notes in a timely manner. The clinic requirement is to lock all progress notes within 7 calendar days.
- Review and electronically sign off on all laboratory results, diagnostic results, and outside consult notes in a timely manner, ensuring patient is contacted for follow up if clinically appropriate.
- Initiate and follow through on specialist referrals and e-consults (electronic consults), communicating with specialist providers as necessary, in the provision of whole- person care.
- Serve as the primary care physician for a panel of patients, working with a care team and other staff at LACHC to serve as a patient- centered medical home for our patients.
- Clinically supervise Advanced Practice Providers (APPs) employed by LACHC.
  - This includes thoroughly reviewing a minimum of 50 charts of all new providers under their clinical supervision, per guidelines for supervision of new providers to confirm clinical competence, and reporting findings to the Chief Medical Officer.
  - This includes ongoing clinical supervision of designated APPs and as-needed clinical supervision of other APPs.
- Conjointly supervise medical assistants to improve care team efficiency and efficacy, along with Medical Assistant Supervisor.

- Participate in LACHC meetings including morning “team huddles”, Provider Meetings, and All-Staff Meetings.
- Actively participate in spiritual care for patients and staff which may include prayer and referral to community resources.
- Provide compassionate, competent care for patients who, depending on the clinic site, may experience homelessness, may suffer from mental illness or substance use disorder, and often lack resources to care well for themselves.
- If seeing adult patients, may be asked to complete waiver training to provide Medication Assisted Treatment (MAT) in order to care for patients with substance use disorder.
- Actively participate in Continuous Quality Improvement activities at LACHC, including teaching other providers on selected topics, implementing team- based care, participating in peer reviews, evaluating clinical performance measures, and implementing improvements using a Plan-Do-Study-Act method of stepwise changes.
- Meet productivity standards for outpatient primary care at LACHC, including an expectation of 18 patients seen per usual 8 hour day for usual face- to -face visits. Standards may vary for different types of visits, i.e. TeleMedicine visits.
- Periodically serve “on call” for the clinic, answering urgent phone calls from patients or other agencies in the off-hours for one week approximately every 10-15 weeks.
- Network with other health care agencies and county facilities as needed or requested.
- Assist in provision of health screenings (including TB, diabetes, hypertension) at outreach events.
- Maintain active enrollment in Medicare, Medicaid, Managed Care, and other payor programs as needed for clinical operations, completing credentialing paperwork in a timely manner to remain actively enrolled in these programs.
- Other duties may be assigned.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to accomplish each essential duty satisfactorily. The following requirements are representative of the knowledge, skill and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Bilingual Spanish preferred.

**PROFESSIONAL QUALIFICATIONS**

Licensed to practice medicine in California. BC/BE Internal Medicine, or Family Medicine. A copy of California License and DEA license are required. Provider BLS certification (includes CPR certification) is also required.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to use hands to finger, handle, or feel. The employee is occasionally required to stand, walk, reach with hands and arms, climb or balance, and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus.

Work Status is full-time, exempt employee with Medical, Dental and Vision. 403B Retirement Plan with Employer match. Equal Opportunity Employer. Will consider candidates with criminal histories.