



El Proyecto del Barrio, Inc.

HOPE • COMMITMENT • EXCELLENCE

POSITION: Assistant Medical Director

RESPONSIBILITIES: The Assistant Medical Director reports to the Medical Director (CMO) and provides clinical supervision and leadership for all clinical staff. Assists in establishing and provides direction for medical policies and standards for corporation. Ensures compliance with mission statement and philosophy with regard to medical practices, oversees quality of care issues and compliance and responsible for patient health care and/or provision of health care to El Proyecto mental health and substance abuse clients, including services provided by other clinical providers.

The Assistant Medical Director will assist the Medical Director to coordinate and oversee the Quality Assurance/Quality Management, Risk Management Committees and meetings including quarterly peer review. Assist and collaborate with Utilization Review Committee. Assist with the implementation and monitoring of 330, Federal, State & local Grants, i.e. 330 clinics. Ensures that referral process is appropriate in the clinics and programs. Responsible for the recruitment of EPDB licensed medical staff.

The Assistant Medical Director assist Medical Director to conduct Medical Staff Meetings and responsible for supervision and development of medical providers, including medical residents, and oversight of clinical support personnel. Responsible for the development, implementation and maintenance of Medical Policies and Procedures. Assists Managed Care Department with medical oversight, which includes, Specialist physician practice review, policy development, Quality Assurance Reviews.

The Assistant Medical Director assist the Medical Director with professional development, engages in and/or provides technical assistance to El Proyecto's programs which require medical knowledge or expertise. Develop, implement and track clinic and provider performance goals. Will perform other duties as assigned.

The Assistant Medical Director acts as Medical Director in the absence of the Medical Director.

REQUIREMENTS: Leadership abilities with practitioners and an understanding and sensitivity of the Latino population. Must have experience in clinical financial management and in supervising medical residents. Bilingual (Spanish/English) preferred.

OTHER REQUIREMENTS: Must possess a dependable automobile with insurance and a valid California Driver's License. Must submit to and pass a drug test as a pre-condition for employment. Must provide proof of COVID-19 Vaccine and Booster, TB test, Hepatitis B and any other requirement.

QUALIFICATIONS: Must possess a Medical Degree and a California State Medical License and be Board Certified.

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

Apply here: <https://www.elproyecto.us/careers/>