



# Herald Christian Health Center

## 基督教角聲醫療中心

### Position Description

<b>Job Title:</b>	<b>Physician</b>	<b>Department:</b>	<b>Medical Department</b>
<b>Reports to:</b>	<b>Medical Director</b>	<b>Supervises</b>	<b>Clinical performance of Mid-Level Practitioners</b>
<b>FLSA Status:</b>	<b>Exempt</b>	<b>Reviewed/Revised on:</b>	<b>04/28/2025</b>

#### I. Job Summary

Under the direct supervision of the Medical Director, the primary function of a physician is to provide continuing, comprehensive health wellness, preventive and medical care to patients and to follow established medical standards, procedures and practices.

#### II. Essential Functions

##### A. Direct Care

1. Deliver direct primary medical care consistent with certification.
2. Manage and maintain a program of comprehensive health for the patients.
3. Prepare and review medical histories and obtain data through interviews.
4. Examine patients, formulate diagnostic plans, define and order required diagnostic testing.
5. Interpret examination findings and test results, and implement treatment plans.
6. Prescribe and assess effectiveness of pharmaceuticals, other medications, and treatment regimens as appropriate for patient medical conditions.
7. Determine need for consultation and assist in medical care and treatment provided at the direction of other specialists.
8. Provide supportive and definitive care to patients with primary care appropriate medical conditions, based on documented and demonstrated proficiency.
9. Work as part of an interdisciplinary care team coordinating primary care, mental health and oral health for the patients.

##### B. Administrative Duties

1. Participate in peer reviews
2. Supervise and direct the medical staff including mid-level providers, RNs, LVNs and MAs in the absence of the Medical Director
3. Assume the supervisory role over assigned mid-level medical providers (e.g., nurse practitioners, physician assistants) in accordance with applicable state regulations and organizational policies. This includes, but is not limited to:
  - Providing clinical oversight and support to mid-level providers.
  - Participating in periodic chart reviews, performance evaluations, and case consultations as needed.
  - Being available for collaboration, consultation, and guidance regarding patient care.
  - Signing supervisory or collaborative agreements as required by law or organizational policy.
  - Ensuring that care provided by supervised providers aligns with the organization's standards and best practices.
  - This supervisory responsibility is a core component of the physician role and is a condition of employment.
4. Assist in the provision of continuing education, on-the-job training, and the orientation of medical staff as requested.
5. Participate in short and long term program planning for the Medical Department

6. Be an on-call provider as rotated.

### **C. Staff Development**

1. Participate in peer review.
2. Attend staff/department meetings.
3. Participate in staff training as arranged by the corporation.

### **III. Organization Expectation**

1. Adheres to all HCHC's Policies and Procedures
2. Conducts self in a manner that represents HCHC's core values at all times
3. Maintains a positive, respectful and professional attitude with all work-related contacts
4. Communicates regularly with the Medical Director about work concerns
5. Meets productivity standards and performs duties as workload necessitates

### **IV. Education/License/Certification:**

1. Must be a graduate of an Accredited School of Medicine and have completed training internship and residency as required by California Licensure
2. Must be licensed by the State of California Medical Board
3. Must possess current DEA registration
4. Must obtain CME as required by license renewal.
5. Must meet credential standards and be granted privileges from the HCHC Board

### **V. Skills and Specifications:**

1. Fluent in Bilingual English and Cantonese/Mandarin/Vietnamese/Spanish preferred
2. Knowledge of public health principles and practices preferred
3. Excellent interpersonal and written communication skills required
4. Able to work flexible hours including weekends

### **VI. Physical Requirement**

1. Physical effort which may include occasional light lifting to a 25 pound limit, and some bending, stooping or squatting. Considerable walking may be involved. The ability to sit or stand for extended periods of time is required.
2. 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.
3. While performing the duties of this job, the employee may be required to travel to all HCHC facilities as needed.

### **Acknowledgement:**

I have been given a copy of this position description. I understand that I may be asked to perform job-related duties not listed in the description and that my duties may change at any time, according to the HCHC's needs. Nothing in this position description is intended to create a contract of employment of any type. Employment is strictly on an at-will basis.

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Name of Employee

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Signature

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Date