

## **JOB DESCRIPTION**

**JOB TITLE: Podiatrist**

**DIVISION: Via Care Community Health Center**

**SUPERVISOR: CMO**

**STATUS: Full Time/Exempt**

**Range: \$185,000 to \$200,000**

### **POSITION SUMMARY**

As a member of Via Care Community Health Center, the Podiatrist will assess the condition of a patient's feet, ankles, or lower legs by reviewing his or her medical history, listening to the patient's concerns, and performing a physical examination. Diagnose foot, ankle, and lower-leg problems through physical exams, x rays, medical laboratory tests, and other methods. Provide treatment for foot, ankle, and lower leg ailments, such as prescribing special shoe inserts (orthotics) to improve a patient's mobility. Give advice and instruction on foot and ankle care and on general wellness techniques. Prescribe medications. Refer patients to other physicians or specialists if they detect larger health problems, such as diabetes.

### **DUTIES AND RESPONSIBILITIES**

- Prepares and reviews medical histories and obtains data through interviews.
- Examines patients, formulates diagnostic plans, defines and orders required diagnostic testing. Interprets examination findings and test results, and implements treatment plans.
- Provides podiatric care to primary care patients.
- Provides consultation to the nurses and clinical staff.
- Consults with other staff physicians and para-medical personnel regarding medical management of patients and common podiatric problems encountered in the clinic.
- Confers on the planning and direction of the primary care team as it relates to the podiatry.
- Provides the following procedures: nail debridement, callus trimmings, wart excision, ingrown nail excision, injection therapy (corticosteroids, local anesthetics), excision cutaneous skin lesions, nail matixectomy, skin ulcer treatment (debridement), strapping/taping of the foot and ankle, and closed reductions of minor foot fractures
- Determines need for consultation and assists in medical care and treatment provided at the direction of other specialists.
- Participate in other care procedures according to training and demonstrated ability.
- Observes that communications with patients are culturally and linguistically appropriate.
- Interviews patient, obtains patient history, updates all information and documents in EHR according to standards.
- Ability to supervise, advise, and train clinical professionals and/or students in area of expertise

### **QUALIFICATIONS**

The requirements listed below are representative of the knowledge, skills, and/or abilities required to perform the job successfully.

- For entry into this specialty, a doctor of medicine or a doctor of osteopathy degree from an approved school of medicine or osteopathy.
- Completion of a residency acceptable to the State of California for licensure or board certification by the American Board of Podiatry.
- Practice in a federally qualified health center or like practice serving diverse uninsured and underserved populations.
- Active California Medical Board license.
- Ability to establish and maintain effective working relationships with coworkers and representatives from other agencies or departments.
- Ability to organize and clearly express information in concise written form.
- Ability to read, comprehend and apply pertinent laws, rules and regulations.
- Demonstrated ability to work both independently and in a team environment.
- Fulfillment of education requirement satisfies this requirement.
- Effective verbal and written communication skills. English language fluency, additional language capability strongly desired.
- Salary Range: \$183,000 to \$240,000. In compliance with California Labor Code § 432.3, as amended effective January 1, 2026, this job posting includes the pay scale for the position. The pay scale represents a good-faith estimate of the salary or hourly wage range the employer reasonably expects to pay for the position upon hire.

### **SPECIAL REQUIREMENTS**

- Subject to a criminal background check prior to employment;
- Valid California ID
- TB, annual Influenza and physical clearance, to be renewed every year.

### **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.

The following lists physical demands an employee will perform on a regular basis: sitting, viewing a computer monitor, typing/keyboarding, reading, handwriting, talking and hearing, walking, standing, talking on the phone, and driving (vehicle). Approximately 50% of time is spent sitting, while frequently required to walk, stand and bend. Must be able to talk and hear well. Good vision is imperative.

The following lists physical demands an employee may perform on an occasional basis: lifting an average weight of 20 lbs., lifting and carrying objects of various weights, crouch/knee/stoop/crawl and reach with hands and arms.

### **EEO Statement**

Via Care Community Health Center provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and

local laws. Via Care Community Health Center complies with applicable state and local laws governing non-discrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training

***Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job any time.***

***Acknowledgment:***

By signing this form regarding the job description outline above, I am stating that I am able to perform the duties as outlined including the physical demands and required hours.

<b>Manager/ HR Name:</b>	<b>Employee’s Name:</b>
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<b>Manager’s/HR Signature:      Date:</b>	<b>Employee’s Signature:      Date:</b>
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I certify that this job description is an accurate description of the responsibilities assigned to the position.	I certify that I have read and understand the responsibilities assigned to this position.

**The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required by the position.**