



# Wallowa County Health Care District

**JOB TITLE:** Family Practice Physician with Obstetrics (OB)

**FLSA STATUS:** Exempt - wRVU

**DEPARTMENT:** Wallowa Memorial Medical Clinic

**DATE:** February, 2022

**REPORTS TO:** Clinic Administrator

**APPROVED BY:** Chief Executive Officer

## **JOB SUMMARY:**

This position is responsible for providing primary care services and OB services, including assessing, diagnosing, prescribing, treating, and educating patients. The provider works closely with other physicians and other clinicians in a team approach to patient care. They must work within their scope of practice as legislated by the State of Oregon.

## **MISSION, VISION and VALUES adherence:**

The successful candidate(s) must share and demonstrate through job performance (and will be evaluated on) the ability, willingness and successful application of support for the Mission, Vision and Values of the District:

Mission: To provide premier Health Care

Vision: To be a recognized leader in mission focus, quality care, and fiscal strength

Values: Compassion, Respect, Integrity, Quality, Stewardship, and Family

**ESSENTIAL DUTIES and RESPONSIBILITIES:** includes the following and other duties may be assigned. Nothing in this job description should be inferred to condone an employee acting out of their scope of license. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Providing premier primary care services in the clinic setting.
- Provide OB services in the clinic and hospital including vaginal and c-section deliveries.
- Direction and supervision of staff assisting in providing premier care to those patients.
- Provide care within their scope of practice and seek consultation with other physicians and other clinicians as needed to provide safe, effective care.
- Must have excellent communication, interpersonal, and computer skills in order to perform their duties.
- Refers patients to specialty physicians for consultation and treatments as needed.
- Participates in peer reviews within the medical group.
- Participates in the Physician Leadership Council as requested.
- Works with physician partners when determining patient need for and admission to hospital. These hospitalized patients will be admitted and cared for, through discharge, by the physician partner.
- Rotates being on call and rounding on hospital patients with physician partners.
- Arranges and coordinates referrals and consultations.
- Prescribes and dispenses required medications in appropriate fashion.
- Explains the nature of the diagnosis, the consequences if not treated, and the side effects of any prescribed or recommended treatments.
- Coordinates appropriate patient education.
- Promotes wellness and prevention of illness.
- Is supportive and professional with all staff at all times.
- Participates in quality control protocols and chart review.



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- Learns and utilizes clinic billing process appropriately.
- Documents patient encounters in writing or dictation in a timely fashion, usually within 24 hours.
- Cooperates with District insurance carriers as requested in matters related to risk management and malpractice risk reduction.
- Keeps clear documentation of continuing education hours.
- Participates in the establishment, evaluation and revision of clinic and practice policies.
- Works towards objectives of the District and District mission statement.
- Assists in community education and awareness programs as time allows.
- Performs other duties as assigned.

## Medical Examiner Duties:

- Reviews and investigates all deaths in the county (hospital, out of hospital)
- Determines deaths that meet criteria for medical examiner investigation per:
  - Resulting from unlawful use of controlled substances or the use or abuse of chemicals or toxic agents
  - Occurring while incarcerated in jail, correction facility, or in police custody
  - Apparently accidental or following an injury
  - By disease, injury, or toxic agent during or arising from employment
  - While not under the care of a physician during the period immediately previous to the death
  - Related to a disease which might constitute a threat to the public health
  - In which a human body apparently has been disposed of in an offensive manner
- For all deaths that meet criteria, creates MDILog report and signs Death Certificate. Coordinates with county District Attorney, EMS, law enforcement, family members, and Oregon State Medical Examiner as indicated.
- MDILog report and ME issued death certificate completed post investigation.
- Referral of all other natural cause deaths not needing ME investigation to deceased's primary care provider for certification and issuance of death certificate.

## QUALIFICATIONS and EXPERIENCE:

Knowledge of medical office procedures and methods, including general knowledge of medications and drug classifications. Ability to communicate effectively with the healthcare professionals, public, customers, and staff.

- Licensure as an MD or DO in the State of Oregon.
- Board Certification as an MD or DO in Family Medicine with Obstetrics.
- Current or ability to obtain BLS, ACLS, PALS certification.
- Current or ability to obtain ATLS certification if ED rotation is desired.
- Attend or complete required annual trainings.
- Maintain continuing medical education as required by licensure.

## CORE COMPETENCIES:

- Compassion – Welcomes, mentors and receives new team members. Shows concern for the welfare of others.
- Respect – Manages conflict with respect and dignity for others. Attempts to address issues before escalating.



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- Integrity – Owns professional development and seeks self-development. Uses good judgment in resolving job problems. Generates and evaluates alternative solutions and makes effective and timely decisions.
- Quality - Pays close attention to detail. Strives to achieve excellence in all things.
- Family – Creates and participates in a team environment. Applies effective interpersonal and problem-solving skills when responding to coworkers, patients and visitors.

## POSITION SPECIFIC COMPETENCIES:

- Knowledge of medicine including medical terminology, anatomy & physiology, pathophysiology, pharmacology and therapeutics, nutrition, behavioral factors, psychosocial/family systems, diagnostic testing, interpretation of results and clinical decision making, and alternative treatment modalities.
- Knowledge of medical practice guidelines and practice regulations related to evaluating and providing patient care, and professional ethics related to the delivery of premier patient care
- Skill in oral and written communication; interviewing to gather medical histories; providing presentations, consultations, facilitation, and documentation, e.g., writing medical orders, patient education materials, and medical record updates.
- Ability to interpret, adapt, and apply guidelines and procedures in order to prescribe or recommend medications or other forms of therapy as indicated by the patient status, in compliance with medical practice guidelines and Oregon State laws.
- Ability to apply the knowledge and skills of a physician to assess patient status, perform appropriate physical exams, order and interpret appropriate diagnostic tests, formulate a plan of care, prescribe appropriate therapeutics for the patient's condition, and educate the patient and family about the condition.

## WORK ENVIRONMENT:

The work environment characteristics described here are representative of those that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be *made* to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.



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## WCHCD CODE OF CONDUCT and CONFIDENTIALITY STATEMENT:

As an employee of Wallowa County Health Care District (WCHCD) you must agree to abide by the following code of Conduct/Confidentiality Statement.

I understand and agree that in the performance of my duties I must hold medical information in confidence. I understand that any violation of the confidentiality of medical information may result in punitive action. I will at all times protect the safety of our patient/residents understanding that they are our “customers” and the reason for our employment. I will avoid any and all personal conflicts of interest as it relates to my position at this facility. I agree to abide by the dress code for WCHCD. I will not use any of the assets of WCHCD for personal use. I will abide to all rules and regulations of the State of Oregon and the United States in relation to the operation of a medical facility. I will treat my co-workers at all times in a professional & courteous manner. I will strive to always work as a team player with my co-workers. I agree to report any perceived medical/facility operation noncompliance issues immediately to the CEO.

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I have read and understand the above job description.

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Employee Signature

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Date: