

## **CLINICAL PHYSICIAN**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is professional work requiring the services of a licensed physician. It is the senior clinical professional position in the Health Department and provides medical oversight for a variety of specialty medical clinics and health department programs. The position is responsible for providing medical care for patients in a variety of medical-public health clinics operated by the Health Department. Direct involvement with clinics comprise at least 50% of this position's time and at least half of that time is dedicated to direct patient care. Since this position is a licensed physician, the incumbent shall serve in place of the Commissioner of Health in his/her absence and may act for the Commissioner on various community committees that require a medical doctor and/or senior leadership from the Health Department. This position provides leadership, direction and oversight of all clinical issues in the Health Department, including close involvement in the department's Bioterrorism-Emergency Preparedness response program. In addition, this position serves as a principal investigator for clinical research trials and oversees current research for the Commissioner of Health. Work is performed under the general direction of the Commissioner of Health with wide leeway allowed in the exercise of professional medical judgement. This position may provide supervision to departmental staff and will provide medical supervision over clinical staff.

### **TYPICAL WORK ACTIVITIES:**

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all-inclusive and does not preclude a supervisor from assigning activities not listed, which could reasonably be expected to be performed by an employee in this title.

1. Provides direct medical care and services in a variety of Health Department clinics; depending on the clinic, incumbent creates a protocol plan and ensures compliance with regulations and guidelines such as mandated lead-screening for children, and Adult and Travel Immunization clinics; for other clinics, this position will also examine, diagnose and treat patients in clinics, i.e. Communicable Disease Control clinics,
2. Provides direction and oversight to staff during clinical service operations and outbreak investigations and functions as a resource for consultation to departmental staff in the management of patient treatment protocols;
3. Ensures compliance with NYSDOH Article 28 regulations for diagnostic and treatment centers that regulate the department's clinical services;
4. Provides clinical oversight to the Bioterrorism-Emergency Preparedness operations within the Department of Health and takes the lead with the Bioterrorism Coordinator to proactively engage other County and community partners to strengthen clinical planning and response during emergencies;

## **CLINICAL PHYSICIAN** (Cont'd)

### **TYPICAL WORK ACTIVITIES:** (Cont'd)

5. Provides leadership, organization, direction and oversight of clinical trial activities and investigations of critical public health research programs;
6. Serves as the mandated "County Official" (EIO) medical officer for the Early Intervention (EI) Program; reviews patient charts and signs orders for services and necessary prescriptions; works with the Director of Children's Special Services to proactively engage the medical community and the public to strengthen EI operations;
7. Collaborates with service providers and organizations in the community to promote partnerships with the Department of Health; attends hospital and provider meetings on a regular basis such as Saint Francis Hospital, Vassar Brothers Medical Center and Hudson Valley VA/Sharon Hospital/Northern Dutchess Hospital medical staff meetings;
8. Provides regular and as needed in-service trainings with Communicable Disease Control (CDC)/Nursing clinical staff;
9. Provides medical guidance and expertise to Ryan White HIV/AIDS Planning Council;
10. Collaborates with other County Departments, including the Medical Examiner's Office and Emergency Response on specific programs and objectives as directed by the Commissioner of Health;
11. Provides ongoing professional clinical review and approval of current programs, protocols, procedures and informational material throughout the Department of Health and its various divisions.
12. Assists in budget development and resource utilization for various programs; develops grant applications; writes policies, protocols and procedures and prepares a variety of reports and informational materials.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of the principles and practice of medicine;

Thorough knowledge of current public health trends and patient care practices;

Thorough knowledge of the diagnosis and treatment of communicable diseases;

Thorough knowledge of New York State Public Health Laws, New York State Sanitary Code, Dutchess County Sanitary Code, Food and Drug Administration (FDA) regulations for running clinical trials, Health Resources and Services Administration (HRSA) for overseeing Ryan White program and the Centers for Disease Control and Prevention (CDC) guidelines for treating infectious diseases and developing Immunization schedules;

Good knowledge of administrative procedures to develop and track budgets;

Skill in writing a variety of reports and documents and preparing grant applications;

## CLINICAL PHYSICIAN (Cont'd)

### FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (Cont'd)

Skill and familiarity with various software programs and Internet protocols to find public health documents and materials as well as to prepare grants and papers and presentations for clinics and community education sessions;

Ability to develop procedures and protocol manuals for all clinics and to file appropriate reports and documents with the New York State Health Department and relevant federal agencies;

Ability to supervise staff;

Ability to provide an immediate response to a public health emergency, especially in response to an outbreak situation;

Ability to communicate effectively with people from diverse populations;

Personal characteristics necessary to perform the duties of the position;

Physical condition commensurate with the demands of the position.

### MINIMUM QUALIFICATIONS:

Possession of a license to practice medicine in New York State and current registration as a Physician with the New York State Education Department PLUS three years of full-time experience in the practice of medicine, preferably in public health.

### SPECIAL REQUIREMENTS:

1. Current DEA license and number
2. Current CPR and AED certification
3. Possession of a New York State Driver License at time of appointment
4. Current consulting privileges or ability to attain consulting privileges at Vassar Brothers Medical Center and St. Francis Hospital in order to ensure close follow up of patients with a significant public health diagnosis.

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09/30/05

02/16/06