



SANTA YNEZ TRIBAL HEALTH CLINIC

JOB DESCRIPTION

TITLE: Family Practice Physician (Staff Physician)
DEPARTMENT: Medical
CLASSIFICATION: Exempt
REPORTS TO: Medical Director
DAYS/HOURS: Monday-Friday/32-40 hours per week

JOB SUMMARY:

At the direction of the Medical Director, the Family Practice Physician is responsible for all services required by the patient except when precipitous emergency circumstances preclude the Family Practice Physician's role. The Family Practice Physician's services are personal, and his/her responsibility continuous. The scope of the responsibility is comprehensive (i.e., all required services, including preventive services.) Participates as a member of the Medical Services Team.

ESSENTIAL RESPONSIBILITIES:

Any and all duties as assigned by the Medical Director, up to and including:

- Provides consultation services; these include advice received from a telephone discussion with a specialist and may result in the referral of a patient to a specialist for services.
- Coordinates all services, not only his/her own, but also services by specialists when care by one or more specialists is required.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

- Must possess unrestricted current licensure to practice medicine in the State of California as issued through the Medical Board of California.
- American Board-eligible or certified Family Practice Medicine.
- Strong commitment to mission, policies, and goals of the Santa Ynez Tribal Health Clinic.

DESIRABLE QUALIFICATIONS:

- English-Spanish bilingual skills is highly desirable.
- Basic proficiency with computers, including EHR systems, and Microsoft Office applications such as Word and Outlook.
- Willingness to receive continuing education training (some travel required).
- Native American preferred.

LANGUAGE SKILLS:

- Ability to read, analyze, and interpret forms, grants, and documents.
- Ability to respond to common inquiries or complaints from patients, regulatory agencies, or members of the business community.

- Ability to effectively present and communicate information to the Medical Director, Executive Director, and/or Health Board as needed.

MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratios, and percentages, and to draw and interpret bar graphs.

REASONING ABILITY:

- Ability to solve practical and critical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, verbal, diagram, and/or schedule form.

PHYSICAL REQUIREMENTS:

- Ability to work in a dynamic and fast-paced environment with low to moderate physical activity. These activities can include: walking, stooping, bending, lifting up to ten (10) pounds, and sitting.
- Normal range vision correctable to 20/20 and ability to hear within normal range.
- Ability to deal with time constraints and stress.

WORK ENVIRONMENT:

- The work environment characteristics described here are representative of those 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.
- While performing the duties of this job, the employee may be exposed to odors or airborne particles.
- The noise level in the work environment is usually within normal range.

I have received, read, understood, and agree to perform the duties described in the above job description.

Signature of Employee

Date

Printed Name of Employee

Revised: 3/19