

MEDICAL DIRECTOR - EMPLOYEE HEALTH SERVICES

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Broome County Health Department and involves the performance of professional work requiring the services of a licensed physician to oversee the Employee Health Services Clinic. An employee in this position performs medical services of a general or specialized nature. The work is outlined and reports are reviewed by the appropriate authority, but methods of execution are left to the discretion of the physician. Supervision may be exercised over the work of nursing or other auxiliary personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

Reviews histories and physical examinations performed by Nurse Practitioners on Employee Health Services patients;
Examines, makes diagnosis on Section 72 Employee health Service clients and makes referrals to primary care providers as needed;
Assesses client's ability to meet technical and State health requirements for employment;
Reviews and interprets pulmonary function tests, electrocardiograms, fit testing, diabetic test results, measles/rubella titers and other diagnostic and clinic tests;
Provides direction to employee health services staff as well as develops and revises policies;
Interprets State and Federal law and assures appropriate implementation;
Assists in communication and management of cases for community physicians;
Prepares reports of examinations made;
Supervises and signs patient charts for nursing and support staff;
Plans clinic services;
Authorizes consultation with other specialists, laboratory work and other medically accepted treatments;
Follows up patient progress while in and out of clinics or hospitals;
Refers patients to various facilities where indicated;
Makes available medical information useful to supporting medical, laboratory, psychiatric or social services staff in diagnosing and meeting the needs of patients;
Supervises the compilation of periodic medical reports;
Prepares a variety of records and reports related to the work.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of public health medicine;
Ability to get along well with others;
Interest in maintaining a high standard of professional ethics;
Good motor, hand and eye coordination;

Sound professional judgment;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a current valid license to practice medicine in New York State and two years of experience as a practicing physician.

NOTE: Board certified in a primary care specialty such as Internal Medicine or Family Practice Medicine.

R835 11/14/00

Pending