

Physician

PD No.:PD-446

POSITION DESCRIPTION INFORMATION

To edit an approved Position Description scroll to the bottom of the form and press Update PD
Click OK in the pop-up window that appears to reset the approval process

POSITION INFORMATION

Type of Action Requested:* New (Create a new Position Description)

Internal Team:* ST-Health and Wellness - 51200

Job Code/Employee Classification:* Physician-Primary Care
Job Code: 7737

Classification Title: Physician- Primary Care

MPP Job Code:

Position Number: Physician-Primary Care-NE
Position no: ST-00000696

CSU Working Title:* Physician

Salary Range/Grade: 7737-RANGE E-Grade-6

Reports to Supervisor: Amy Diaz

Reports To:* Director, Student Health Center
Position no: ST-00003617

Campus:* Stanislaus

Division:* Student Affairs

College/Program:* Health and Wellness

Department:* Health and Wellness - 51200

FLSA Status: Exempt

Hiring Type:

Workplace Type (Exclude Inst Fac):

Pay Plan:

Pay Plan Months Off:

POSITION DESIGNATION

Mandated Reporter:* General - The person holding this position is considered a general mandated reporter under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083, revised July 21, 2017.

Conflict of Interest:* None

NCAA: Yes No

Is this a Sensitive Position?: Yes No

Care of People (including minors) Animals and Property: Yes

Authority to commit financial resources: No

Access/control over cash cards and expenditure: No

Access/possession of master/sub-master keys: No

Access to controlled or hazardous substances: Yes

Access/responsibility to personal info: Yes

Control over Campus business processes: No

Responsibilities requiring license or other: Yes

Responsibility for use of commercial equipment: Yes

Is this a Campus Security Authority (CSA): Yes No

Serves a security function:

Designated recipient for crime/misconduct reports:

Significant responsibility for Student Activities:

Significant responsibility for Campus Activities:

Job Summary/Basic Function:*

Under general direction, Physicians in this classification are assigned to perform primary care duties within the scope of practice of an active Doctor of Medicine (MD) or Doctor of Osteopathic Medicine (DO) license in the State of California. Physicians work as part of an interdisciplinary health care team and may be assigned responsibility for the clinical supervision of the delivery of medical care by other licensed health care professionals and practitioners in the Student Health Center, such as nurse practitioners, physician assistants, registered nurses and others engaged in the care of patients.

Physicians perform medical diagnostic and treatment activities appropriate to their level of training, licensure, and Board Certification within the scope of practice of CSU Executive Order 943 or successor executive order. The duties stated illustrate the general range of work functions performed by a Physician within the Student Health Center; they are not meant to be all-inclusive or restrictive. Work assignments may vary and involve related activities to support Student Health Center operations.

Minimum Qualifications:*

EDUCATION AND EXPERIENCE: Graduation from a medical school and completion of a residency training program in a primary care field such as family medicine, general internal medicine, gynecology, general pediatrics, emergency medicine, preventive medicine accredited by the Accreditation Council for Graduate Medical Education (ACGME) or equivalent.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess and maintain a valid State of California license to practice medicine.
- Current American Board of Medical Specialties (ABMS) or American Osteopathic Association (AOA) board certification appropriate for the assigned duties. See note below.*
- A valid Drug Enforcement Agency (DEA) registration and number for prescribing controlled substances.
- Current cardiopulmonary resuscitation and automated external defibrillator (CPR/AED) certification as appropriate for the assigned duties.

*In accordance with Executive Order 943 a physician can be given clinical privileges pending initial certification, but must be board certified as soon as possible, but no later than two years after the date of hire.

Required Qualifications:

Through knowledge of and the ability to effectively apply the principles and methods essential to the assigned medical specialty. Through knowledge in the diagnosis and treatment of common medical disorders and in the assessment and response to emergency situations. Thorough knowledge of community resources in medical treatment and public health practices. Thorough knowledge of local, state and national laws and regulations pertaining to the medical field and specialty. Through knowledge of applicable professional ethics and standards. Ability to serve as a mentor and resource consultant for other health center personnel. Ability to establish and maintain effective working relationships with a variety of medical practitioners and specialists, as well as students, administrators and faculty.

A background check (which may include: checks of employment records, education records, criminal records, civil records, motor vehicle records, professional licenses, and sex offender registries, as position requires) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

Preferred Qualifications:

- 2 years of experience.
- Experience in College health or clinical experience in an outpatient setting of adult patients preferred.
- Prior experience in women's health care and sport medicine.
- Prior or current affiliation with a hospital or outpatient clinic.
- Experience with suturing and other minor surgical office procedures.
- Prior experience providing sexual health education, counseling, and care, including administration of medication abortion services.
- Knowledge of applicable regulations related to practicing as a Physician.

Special Conditions:

Walking, standing, sitting, bending during 8 hour workday. Occasional lifting or moving patients. Ability to use and manipulate a variety of medical/surgical office equipment. Exposure to blood and blood borne pathogens, contagious diseases, illness and bio-hazardous material.

License / Certification:

- Must possess and maintain a valid State of California license to practice medicine.
- Current American Board of Medical Specialties (ABMS) or American Osteopathic Association (AOA) board certification appropriate for the assigned duties. See note below.*
- A valid Drug Enforcement Agency (DEA) registration and number for prescribing controlled substances.
- Current cardiopulmonary resuscitation and automated external defibrillator (CPR/AED) certification as appropriate for the assigned duties.

*In accordance with Executive Order 943 a physician can be given clinical privileges pending initial certification, but must be board certified as soon as possible, but no later than two years after the date of hire.

Supervises Employees:*

Yes No

If position supervises other employees; list position titles:

Job Duties

JOB DUTIES

% of time	Duties / Responsibilities	Essential / Marginal
85	<p>Patient Treatment and Care</p> <ul style="list-style-type: none"> • Obtain medical history and perform physical examination of patients. • Order and interpret laboratory, x-ray, and other necessary testing. • Diagnose illnesses and injuries. • Formulate treatment plans, including prescribing and administering medical and behavioral health treatments. • Refer to other health care professionals as needed. • Perform basic emergency procedures as necessary. • Assess and stabilize acute medical conditions. • Arrange referral for more definitive care at another medical site. • Counsel and educate patients on related physical and mental health issues. • Recommend preventive health measures. • Follow-up on treatment to promote and confirm the appropriate resolution of illness or injury. • May perform minor surgeries not requiring general anesthesia. • Provide medical consultation within the Student Health Center's scope of practice to campus counseling and disability services staff. • Serve as a physician consultant resource or preceptor to nurse practitioners and physician assistants. • Provide medical instruction and clinical supervision to assigned Student Health Center staff including, but not limited to, medical assistants, clinical laboratory scientists, and registered nurses. • Coordinate with campus counseling staff to address and refer mental health issues and concerns. • Provide sexual health education, counseling, and care, including administration of medication abortion services. 	Essential
10	<p>Collaboration and Consultation</p> <ul style="list-style-type: none"> • Consult with other Student Health Center physicians to facilitate the evaluation and treatment of patients with complex medical or psychiatric diseases as needed. • Consult with community-based health care providers and agencies to facilitate necessary treatment for patients requiring services beyond those available within the scope of practice in the Student Health Center. • Collaborate with management on how best to meet the health care needs of the campus population. • Provide leadership and consultation if needed and within their level of expertise and scope of practice in areas such as preventive medicine, health education, environmental health and safety, public health, and emergency preparedness. • May be assigned to direct and oversee specific departments within the Student Health Center, such as the laboratory. • Participate in specialty clinics, student health center or campus committees, trainings, and the campus health and safety program. 	Essential
5	<p>Other duties as assigned.</p> <ul style="list-style-type: none"> • May be required to obtain additional training and/or certification as part of professional development, based on department and/or campus needs, to stay current with industry standards. • The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this classification. • At the direction of appropriate administrator, may provide support to other departments withing functional area as needed. 	Essential

Physical Mental and Environmental Demands

**** Physical Mental and Environmental Requirements Must be Completed for all Positions ****

Please indicate the frequency (Constantly; Frequently; Occasionally; or Never) and whether or not the requirement is essential.

Physical and Mental Requirements

Bending:	Occasionally - Essential
Climbing:	Never
Concentrating:	Constantly - Essential
Crawling:	Never
Decision Making:	Constantly - Essential
Keyboarding and Mousing:	Frequently - Essential
Lifting or Carrying up to 10 lbs.:	Frequently
Lifting or Carrying up to 25 lbs.:	Occasionally
Lifting or Carrying up to 50 lbs.:	Occasionally
Lifting or Carrying over 50 lbs.:	Occasionally
Performing Calculations:	Occasionally
Pushing or Pulling:	Occasionally
Reaching Overhead:	Occasionally - Essential
Repetitive Motion of Upper Extremities:	Frequently - Essential
Sitting:	Frequently - Essential
Standing:	Frequently - Essential
Stooping Kneeling or Squatting:	Occasionally - Essential
Walking:	Frequently - Essential

To add additional Physical and Mental Requirements - Please provide the 1) Physical and/or Mental Requirement description; 2) Frequency (Constantly; Frequently; Occasionally; or Never) and 3) Whether it is Essential to the position:

Other Physical & Mental Requirement No. 1

Description:

Other Physical and Mental Req No.1 Frequency:

Other Physical & Mental Requirement No. 2

Description:

Other Physical and Mental Req No.2 Frequency:

Other Physical & Mental Requirement No. 3

Description:

Other Physical and Mental Req No.3 Frequency:

Other Physical & Mental Requirements:

Environmental Requirements

Drive motorized equipment:	Never
-----------------------------------	-------

Excessive Noise:	Never
Hazards:	Occasionally - Essential
Outdoor:	Never
Elevated Work:	Never
Extreme Temperature (hot or cold):	Never
Indoor (Typical office environment):	Constantly - Essential

To add additional Environmental Requirements - Please provide the 1) Environmental Requirement description; 2) Frequency (Constantly; Frequently; Occasionally; or Never) and 3) Whether it is Essential to the position:

Other Environmental Requirement No. 1

Description:

Other Environmental Req No.1 Frequency:

Other Environmental Requirement No. 2

Description:

Other Environmental Req No.2 Frequency:

Other Environmental Requirement No. 3

Description:

Other Environmental Req No.3 Frequency:

Other Environmental Requirements: