



Cow Creek Government Office

Medical Director

Job Code: 2301
Department: Cow Creek Health & Wellness Center
Location: Roseburg, OR.
Salary: \$275,000

POSITION PURPOSE:

The Medical Director is responsible for supervisory, administrative, and managerial responsibilities, and provides patient care services as a physician with the CCH&WC. The Medical Director leads medical staff as a member of the leadership team and assures all medical staff are following the CCH&WC mission, values, policies and procedures to ensure the highest quality patient care.

ESSENTIAL FUNCTIONS:

- Measures clinical quality standards of care with OHA metrics provided by CCO's on an annual basis. Meets with clinicians individually and as a group to improve standards of care.
- Facilitates training of medical providers in how to deliver trauma informed care.
- Works with leadership team to build a team based approach to integrated healthcare encouraging warm hand-off to behavioral health, psychiatry and the healthy living team as indicated.
- Supervises all medical provider staff either directly or indirectly, serving as their clinical supervisor and advisor on assigned committees and task forces. Providing leadership to advanced practice providers assisting in working up differential diagnosis when requested.
- Works with HOO to set KPI's and daily goals for providers by either number of daily visits or RVU's. Works alongside provider staff to ensure barriers to meeting goals are removed.
- Reviews documentation and provider billing practices as needed.
- Supervision and potential cross coverage for opioid treatment program provider.
- Completes annual peer review chart reviews as well as benchmarking for AAAHC accreditation.
- Serves as Lab Director for multiple clinical locations with CLIA waived lab services.
- Works under direction of the HOO and directly with the HOA by providing medical perspective for occurrences, incident reviews and patient complaints.
- Participates and assists in the development and formulation of policies, programs, and procedures related to the delivery of clinical services.

- Provides direct patient care up to 20 hours weekly. Serves as a consultant for complex medical cases and ensures that Cow Creek Tribal members always have same day access to services.
- Works with clinicians to ensure timely documentation of visits and prompt addressing of work queues; including medication refills, lab and radiology call backs as well as telephone inquiries from patients.
- Participates, facilitates and/or leads in committees and workgroups such as QI/QA, peer reviews and pain management committees. The Medical Director will discuss any patient complaints regarding providers with the provider one on one to determine and address root cause.
- Provider champion of the electronic health record system.
- Supports the organization with project development.
- Assists the HOO in development of business strategies to enhance, expand and continuously improve health care delivery and to increase revenues and/or contain costs.
- Maintains systems for monitoring quality assessment, AAAHC accreditation, fiscal management, GPRA performance, Medicare, and IHS standards.
- Leads or assists administrative or HR staff in patient or staff complaints or investigations that are clinical in nature.
- Monitors and assists in pharmacy services related to patient care and ensures integration of pharmacy services within the clinic as part of a multi-disciplinary team.
- Fosters an environment that promotes trust and cooperation among all staff and team members.
- Participates in all staff, team, and administrative meetings.
- Maintains confidentiality of all patients and employee information.
- Other duties as assigned.

QUALIFICATIONS:

- Doctrine in Medicine or Osteopathy from an accredited Medical School or School of Osteopathy.
- Current, full, and unrestricted Oregon Medical License or the ability to obtain an Oregon Medical License within 90 days of employment.
- Board certification in primary care or other approved specialties such as Internal Medicine, geriatrics or pediatrics.
- Interest or experience in working with Native American/Alaskan Native populations is a plus.
- Two or more years' experience in a community mental health, ambulatory care outpatient, primary care, or urgent care environment as a medical director.
- Five or more years' experience as a primary care clinician.
- ACLS certification required or ability to obtain within 90 days of employment.
- Ability to work with a wide variety of people and personalities.
- Proven effective interpersonal communication skills with strong motivational interviewing skills.
- Willingness to learn and apply processes and to work in a team environment.