



Choctaw HealthCenter

Administration
210HospitalCircle
Choctaw, MS 39350-6781
601.389.4250

JOB ANNOUNCEMENT # 326130

Position Title: Staff Physician- Clinical Services
Salary: Negotiable
Supervisor: Director, Medical/Clinical Services
Job Location: Choctaw Health Center
Type of Employment: Regular Full-Time/Exempt
Opening Date: **AUGUST 10, 2020**
Closing Date: **AUGUST 31, 2020 OR UNTIL FILLED**

SCOPE OF SERVICE AND EFFECT:

***Mission Statement:** The Mission of The Choctaw Health Center is to raise the health status of the Choctaw People to the highest level possible.*

***Vision Statement:** Our vision is to achieve a health community through holistic health services in a culturally sensitive environment, in partnership with satisfied customers, dedicated employees, and the Choctaw Community.*

Come make a difference! The Choctaw Health Center is a 20-bed hospital centrally located in Choctaw, Mississippi off State Highway 16 on the Mississippi Band of Choctaw Indian Reservation. The tribe consists of 8 communities: Bogue Chitto, Bogue Homa, Conehatta, Crystal Ridge, Pearl River, Red Water, Standing Pine, and Tucker. It serves approximately 10,000 members of the tribe's population across a 10-county area in Central Mississippi. It is a 58,800 square foot comprehensive health care center with 3 satellite clinics located in the Choctaw communities of Bogue Chitto, Conehatta, and Red Water.

SCOPE OF SERVICE AND EFFECT:

This position is in the Choctaw Health Center in Choctaw, Mississippi. The purpose of this position is to serve as a staff physician, functioning as a member of the comprehensive health care team at the Choctaw Health Center.

RESPONSIBILITIES AND DUTIES:

1. Examines patients' reports for outpatient and emergency treatment. Makes diagnosis and administers appropriate treatment. Treats most minor and certain major illness. Orders laboratory tests and x-rays necessary to complete medical facts on the cases, such as blood counts, urinalysis, sedimentation rates, chest x-rays, blood sugars, etc.
Under the administrative review of designated health professionals, diagnoses and treats medical problems consistent with privileges.
2. Continues duties as Outpatient Clinic physician as previously agreed upon to include: Examining patients who may have venereal disease. Takes specimen smears and blood serology tests and performs physical examinations or may conduct such an examination after test results are received and prove to be positive. When diagnosis is established, treats patients except those having most aggravated conditions or those with apparent complications. Plans for those latter conditions to be admitted to the hospital or referred for consultation as necessary.
3. When complications are expected because of unusual factors in the patient's condition, refers patient to a specialist for consultation and treatment.
4. Affords professional care to patients confined to hospital; may perform minor ambulatory surgery; obtains necessary surgical release from patients, relatives and as necessary, obtains necessary consultation for cases presenting difficulty in diagnosis or treatment; authorizes admission and discharge from hospital; authorizes transfer of patients to contract hospitals for emergency medical care and for extensive surgery; refers patients for specialized medical care beyond the scope of Choctaw Health Center.
5. In the hospital, ascertains immediate needs of patients from general practice standpoint and treats the physical condition of the patient or refers the patient to a Specialist specialized diagnostic and treatment services. Based on previous experience, he/she should exercise considerable skill, perception and judgment in establishing interpersonal relationships with the patient, in obtaining information from the patient, and in evaluation of the physical complaint or condition of the patient. Works independently in developing diagnosis and treatment programs in connection with the non-complicated physical problems of patients.
6. Participates in and may chair Choctaw Health Center committees to develop new or modify existing procedures; and to evaluate medical procedures relative to patient care with objective of improving and increasing the degree of patient care.
7. Functions as a member of the comprehensive health care team, working along with other physicians and the ancillary staff of the Choctaw Health

Center and outside agencies. Works in the Health Center and/or Field Clinics. Serves as preceptor for field clinics' Nurse Practitioners. Acts as a consultant to the Nurse Practitioners. Takes referrals from the Nurse Practitioners and advises them as needed.

8. Will keep clear and accurate records on all patients with whom he/she has contact. Recording will be done in accordance with established medical staff policy and procedure.
9. Be available for emergency on-call services, as assigned. Required to see all patients that the nurse and/or Nurse Practitioner feels is an emergency or if the patient requests to see a physician.
10. Participates in and/or conduct in-service presentations.
11. Performs other duties as assigned

SUPERVISION AND GUIDANCE:

Works under the supervision of the Chief Medical Officer. Routine clinical work is subject to peer review. Technical consultation is also available from the IHS-USET Program Officer. Deviation from standard of care is subject to peer review/Ethics Committee review.

QUALIFICATION REQUIREMENTS:

Minimum education requirements:

All applicants must meet one of the following requirements (A, B, or C):

- A. Graduation with the degree of Doctor of Medicine or Doctor of Osteopathic Medicine from a United States or Canadian medical school listed as approved by the Council on Teaching Hospitals of the Association of the American Medical College, in the list published for the year of the applicant's graduation.
- B. Graduation with the degree of Doctor of Medicine or Doctor of Osteopathic Medicine degree from a medical school other than one covered by A above (including foreign schools), provided that his/her medical education and the medical knowledge he/she acquired from there are substantially in A above. Such comparability may be evidenced in one of the following ways:
 1. Permanent and full or unrestricted license to practice medicine and surgery in the State of Mississippi or eligibility for licensing.
 2. Certified in a specialty by an American Specialty Board approved by the Council on Medical Education and Hospitals of

the American Medical Association; or American Osteopathic Association.

3. Permanent certification by the Educational Council for Foreign Medical Graduates in its American Medical Qualifying Examinations; or eligibility in the full examination of the National Board of Osteopathic Medical Examiners.

- C. Graduation with the degree of Osteopathy from a school of osteopathy approved by the Bureau of Professional Education, Committee on Colleges of the American Osteopathic Association.

LICENSURE REQUIREMENT:

Applicants must have a current and full unrestricted license to practice medicine/surgery in the State of Mississippi (after January 2002). Medical staff hired prior to January 1, 2002, may hold a current unrestricted license to practice medicine/surgery in any of the United States. Applicants must be board certified/board eligible in their specialty. All staff members are encouraged to apply and maintain a Mississippi license. Physicians with Commission Corp status will maintain license requirements as mandated by the United States Public Health Service. Any Commission Corp personnel will be required to maintain eligibility/board certified status. Commission Corp personnel will also be encouraged to apply for and maintain a Mississippi license.

ADDITIONAL REQUIREMENT:

In addition to the education and licensure requirements described in I and II above, applicants for general practice positions have completed an approved full rotating or mixed internship; or an approved general practice or family practice internship of at least one year's duration; or an approved full straight internship which provided many of the knowledge skills, and abilities required for general practice, such as internal medicine or surgery.

CONTINUING EDUCATION REQUIREMENTS:

The management and leaders of Choctaw Health Center supports education and training designed to maintain and improve the knowledge and skills of all employees throughout the facility.

- 1. Employees are encouraged to seek out education/training based upon:
 - a) Their own individual needs, or from review activities by peers, and

departmental performance appraisals.

- b) The needs of the Choctaw community being served
 - c) The need to improve departmental or group performances as reflected in QA and CQI activities safety program findings and infection control activities.
2. Whenever in-services are held within the facility, it is expected that:
- a) Learning objectives will be based on performance expectations,
 - b) Information conveyed will address the knowledge, and behaviors appropriate to the individuals' job responsibilities.
 - c) The learning objectives are expected to help maintain or improve the individual's level of performance.
3. The in-service offered shall be developed using effective educational strategies and designed to accomplish specified learning objectives.
4. The effectiveness and appropriateness of orientation, training and education provided for by the organization are evaluated through its QA and CQI program.

CME GUIDELINES FOR PHYSICIANS:

Physicians at Choctaw Health Center are allowed:

- A. Up to \$2,000 per fiscal year for educational expense, and
- B. Five (5) working days of administrative leave for CME activity. This allowance and leave can be used between October 1st and September 20th each fiscal year. Physicians cannot carry over any of the budget or leave for the next fiscal year. Physicians can fulfill their CME requirements by one of the following methods or by a combination of two:
 - 1) 1st Alternative: Physicians may choose to go to one or more meeting/conferences to gain CME credits. For this one CME meetings per fiscal year, paperwork will be handled for travel reimbursement for:
 - a. Airfare or Mileage
 - b. Per diem
 - c. Rental car or airport transportation
 - d. Parking fee of local transportation, etc.

If the physician has any unused funds or CME leave after the first conference is paid, he/she may use the remaining leave or funds towards registration fee for the 2nd conference. All other travel related expenses will be the physician's responsibility and they will not be reimbursed.

- 2) 2nd Alternative: Physicians may choose to purchase in-home approved CME courses and educational materials and use your 5 days of CME educational leave to study the material.
- 3) 3rd Alternative: Physicians after having attended one conference for CME, if there is unused funds or CME leave, it can be used for in-home CME study.

PHYSICAL DEMAND/EXPOSURE:

The CHC physician may be exposed to hazardous material, noises and individuals. Physical activity may be involved in patient care. The physician may be exposed to infectious substances and patients. Personal protection equipment necessary to perform duties will be provided. CHC physicians may be required to travel.

In accordance with the Choctaw Health Center Employee Health Program a pre-employment physical examination is required and an annual physical examination during employment.

*****CHOCTAW HEALTH CENTER PROPERTIES ARE TOBACCO FREE*****

NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw

Indians, Native American Preference, Section II (A), have been revised and approved, as follows:

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained up upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed.

IF INTERESTED, SEND APPLICATION TO:

Mississippi Band of Choctaw Indians
Human Resources
P. O. Box 6033, Choctaw Branch
Choctaw, MS 39350