

“AMENDMENT”



Choctaw Health Center

Medical Staff
210 Hospital Circle
Choctaw, MS 39350-6781
601.389.4459

JOB ANNOUNCEMENT# 309112

POSITION TITLE: Optometrist
SALARY: Grade 19
SUPERVISOR: Chief Medical Officer
JOB LOCATION: Choctaw Health Center
TYPE OF EMPLOYMENT: Regular Full Time/ Exempt/Essential
OPENING DATE: JANUARY 26, 2023 **JAN 26 2023**
CLOSING DATE: FEBRUARY 09, 2023 OR UNTIL FILLED

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*

The Choctaw Health Center is a twenty bed hospital located in Choctaw, Mississippi off of State Highway 16 on the Mississippi Band of Choctaw Indian Reservation. The Tribe consists of eight communities, Bogue Chitto, Conehatta, Crystal Ridge, Pearl River, Red Water, Standing Pine and Tucker. It serves approximately 11,000+ members of the tribe's population across a ten county area in East Central Mississippi. It is an 18,000 square foot comprehensive health care center with three satellite clinics located in the Choctaw communities of Bogue Chitto, Conehatta, and Red Water.

Scope of Service and Effect:

This optometrist functions under the guidance and direct supervision of the Chief Medical Officer. The position is located at the Choctaw Health Center- Vision Center on the Mississippi Band of Choctaw Indians (MBCI) Choctaw Reservation. The

purpose of this position is to function as Chief Optometrist with full program responsibility for the service unit Optometry Program and provide supervision to any subordinates, and to provide direct and comprehensive primary, preventive and therapeutic medical and optometric care to individuals, must work loosely with other disciplines to meet goals to include, but not limited to Government Performance and Results Act (GPRA), DNV accreditation, and other reporting as required.

Responsibilities and Duties:

1. Supervises subordinates who work in the vision clinic. Mentoring, Monitoring, and evaluating of staff for Performance Evaluation should be expected. Provides eye care according to evidence based medicine and most up to date standards of care.
2. Develops and monitors the facility eye care budget. Devises and implements projects. Programs and standards for investigation and control of particular eye hazards or vision problems. Must be able to work with electronic health records, to include the referral system as relates to sending patients in need to specialized care (ophthalmologist). Simple conditions that may be managed by an optometrist are expected to be cared for in-house.
3. Provides orientation and in-service training for facility personnel, coordinate all professional continuing education for facility eye care personnel.
4. Provides direct care to patients. Refers patients requiring complex medical surgery or services to the appropriate medical specialty. Provides education and counseling to patients related to their eye care.
5. Develops and provides early childhood, school vision, and diabetic retinopathy and community wide "health-fair" screening programs; provides optometric and eye specialty clinics; acts as community educator providing vision education and in-service training to other health professionals; develops and executes community clinics providing complete optometric care.
6. Develops and monitors department specific quality and performance improvement variable and data for monthly and quarterly reporting.
7. Interview and securing or reviewing case histories of patients and conducting examinations.
8. Analyze visual functions - far acuity, near acuity, field of vision, depth of perception, ocular coordination, and color perception.
9. Use objective and subjective methods for the detection of evidence of ocular and systemic disease apparent in the eyes and recommending the referral of cases for medical or other diagnosis.
10. Perform refraction to assess the degree of hyperopia, myopia, astigmatism, presbyopia, and other visual deficiencies requiring correction.

11. Prescribe medications as appropriate for profession, subnormal vision aids, contact and conventional lenses, and corrective eye exercises.
12. Verify new prescriptions and determining previous prescriptions worn by patients through the process of neutralizing lenses by use of the lensometer or vertometer.

Physical Demands:

1. Standing and bending may be required with work. Lifting boxes or items greater than 20 pounds may be required.

Qualifications:

Basic Requirement(s):

1. Degree: Doctor of Optometry (O.D.) accredited by the Council on Optometric Education, Licensure
2. Current license to practice optometry in a State, the District of Columbia, or a territory is required.
3. Candidates will be required to show proof of being fully vaccinated against COVID-19 virus; either 2 doses of the Pfizer or Moderna vaccines, or the 1-dose J & J vaccine. A copy of the vaccination card, or a copy of a medical exemption, which confirms the recognized clinical contraindications to COVID-19 vaccines from the applicant's licensed provider certifying the applicant is excluded from receiving the vaccine is required to be attached to the employment application.

Supervisory or Managerial Abilities:

Work is performed in the Choctaw Health Center - Vision Center. The incumbent will be required to work 8-hour days to carry out vision center duties. Vacation and holidays will be consistent with tribal policies and procedures. There may be exposure to contagious disease and the work may include a certain amount of exposure to hostile and emotionally disturb patients, families, and coworkers. There may be Occasional Travel required for training and/or other work-related duties.

Candidates must have demonstrated in their work experience or training that they possess, or have the potential to develop, the qualities of successful supervision, as listed above.

1. Assign to and review work of subordinates, train, and work effectively with subordinates from a variety of backgrounds and with different levels/areas of training.
2. Accomplish the quality and quantity of work expected within set limits of cost and time.
3. Plan own work and carry out assignments effectively.

4. Communicate with others effectively both orally and in writing, in working out solutions to problems or questions relating to the work.
5. Understand and further management goals as these affect day-to-day work operations.
6. Develop improvements in or design new work methods and procedures.

IN ADDITION to the abilities required above, candidates must also possess or have the potential to develop, the ability to:

1. Deal effectively with individuals or groups representing widely divergent backgrounds, interest, and points of view.
2. Adjust work operations to meet emergency or changing program or production requirements within available resources and with minimum sacrifices of quantity and quality work.
3. Establish program objectives or performance goals and to assess progress towards their achievement.
4. Coordinate and integrate the work activities of several organizational segments or several different projects.
5. Analyze organizational and operational problems and develop timely and economical solutions.
6. Represent the activity both within and outside the organization or agency and gain support for the agency's program goals.

Personal Attributes: Must demonstrate all the following personal qualities.

1. Objectivity and fairness in judging people on their ability, and situations on the facts and circumstances.
2. Capacity to adjust to change, work pressures, or difficult situations without undue stress.
3. Willingness to consider new ideas or divergent points of view.
4. Capacity to "see the job through,"
5. Understanding of the ability to work with American Indians and Alaska Natives.

In accordance with the Choctaw Health Center Employee Health Program, pre-employment physical examination is required, and an annual exam is required while employed.

*****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 or 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