

MEDICAL DIRECTOR II

DESCRIPTION OF WORK

This is professional level administrative medical work with primary responsibility for the planning, direction and supervision of medical services staff and clinical care at a state institution or for a statewide medical based program. These positions serve as Chief Medical Officer or Director of Medical Services supervising a combination of primary care physicians and psychiatrists as well as other medical services (such as pharmacy, psychology, nursing, labs, and allied health). Position may carry a small caseload, but typically are full time administrators. Position is responsible for regulatory compliance and professional best practices efforts at the institution or program and communicating standards with other executive management. This class is distinguished from the Medical Director I class by the complexity of the program or institution managed and the emphasis on planning, with the delegation of patient and physician management to subordinate Physician Managers or Directors.

EXAMPLES OF DUTIES PERFORMED

Provide leadership and supervision of medical staff in ensuring a standard of care and needed efficiencies.

Direct and coordinate clinical, services such as laboratory, radiology, surgery, medical records, dental, pharmacy, social work, psychology, education, nursing, outpatient, services, rehabilitation, and research.

Establish standards of medical and other professional services.

Provide leadership in the designing and planning of programs and facilities.

Advise executive management on medical and administrative problems and on questions of policy and public relations

Evaluate the credentials and qualifications of physician applicants.

Review and evaluate the performance of staff members, both attending and consulting, including committee service.

Provide consultative services in diagnostic and therapeutic activities.

Provide leadership to all staff to ensure that the medical care of the facility or program is being supported by all programs.

Oversee delivery of services such as mental health or medical services to multiple sites

Negotiate with other institutions/providers in the most complex cases involving difficult transfer of patients or resources between agencies.

Perform related duties as required.

RECRUITMENT STANDARDSKnowledge, Skills, and Abilities

Thorough knowledge of the theory, principles, and practices of general, preventive, and applicable specialty medicine and of the techniques involved.

Thorough knowledge of developments in the field of medicine.

Considerable knowledge of state, organizational, and medical rules and regulations.

Thorough knowledge of biological, social and psychological development process of patients served.

Considerable knowledge of clinical and non-clinical support strategies.

General knowledge of planning, budgeting and policy making processes.

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Skill in leadership, teaching and management techniques.

Skill in planning, budgeting, management and organizational skills.

Skill at representing the needs of clinical care services to governmental officials, agency management, etc. to enforce standards and secure resources.

Considerable demonstrated abilities to lead interdisciplinary teams in developing and managing patient quality care practices.

Minimum Education and Experience Requirements

Licensed to practice medicine in the state of North Carolina and four years of experience including three years in health services delivery management.

Special Note

This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.