UNIVERSITY OF SOUTHERN CALIFORNIA

Emergency Medicine Physician

Job Code: 199319

Grade: 95
OT Eligible: No
Comp Approval: 5/28/2009

JOB SUMMARY:
Performs medical services and performs other related work as required for the well being of patients at an urgent care medical facility. Assesses and evaluates patients with a variety of medical and/or surgical conditions. Obtains patient history and performs a complete or focused physical examination and procedures, as needed. Devises a diagnostic and treatment plan to address patients’ medical needs.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

☒ ______ Assesses and evaluates hemodynamically stable patients with a broad variety of acute medical and surgical conditions.

☒ ______ Obtains complete or focused patient histories and performs complete or focused physical examinations as clinical situations dictate. Complies with documentation requirements as specified by JCAHO and other accrediting agencies. Interprets lab and radiologic tests accurately.

☒ ______ Devises expedited diagnostic and treatment plans to address the patients’ acute medical needs.

☒ ______ Arranges follow-up plans as appropriate for patients’ medical problems and ensures that patients understand discharge instructions and follow-up planning.

☒ ______ Recognizes unstable patients and/or those requiring a higher level of care and makes arrangements for transfer of these patients to an appropriate facility. Provide stabilizing treatment to critical patients while awaiting transfer.

☒ ______ Works shifts as agreed upon with the Medical Director. Manages an average of at least 2.5 patients per hour during an assigned shift.

☒ ______ Maintain professional relationships with colleagues, nurses, and supervisors. Maintains a respectful and professional demeanor with patients and their families.

Performs other related duties as assigned or requested. The university reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: ☐ No ☐ Yes

In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.
JOB QUALIFICATIONS:

Minimum Education:

M.D.

Minimum Experience:

1 year

Minimum Field of Expertise:

Current valid license/certification to practice medicine in the state of California, DEA certificate, and CPR certification. Maintains BLS, PALS and ACLS certifications, if necessary. Board certified with current certificate in specialty area. Ability to provide diagnostic treatment and counseling services. Ability to analyze situations and take effective action. Excellent interpersonal skills in order to interact with supervisors, physicians, nurses, other staff, students, patients and their families, etc. Possess a high degree of confidentiality, discretion, and professionalism.

Skills: Other:

Analysis
Assessment/evaluation
Communication -- written and oral skills
Conflict resolution
Consulting
Counseling
Interpretation of policies/analyses/trends/etc.
Interviewing
Knowledge of applicable laws/policies/principles/etc.
Organization
Planning
Problem identification and resolution
Research

Skills: Machine/Equipment:

Computer network (department or school)
Computer network (university)
Computer peripheral equipment
Fax
Personal computer
Photocopier

Supervises: Level:

May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: ________________________________  Date: ________________________________

Supervisor: ________________________________  Date: ________________________________
The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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