**Affinity Health Center**

**Position Description**

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| **Title:** | Family Physician |
| **Department:** | Medical Clinic |
| **Reports To:** | Chief Medical Officer |
| **FLSA Status:** | Salary Exempt |
| **Date Revised:** | May, 2023 |

**Vision:** Affinity Health Center’s vision is for a healthy and vibrant community where all people have access to exceptional and comprehensive healthcare.

**Mission:** Affinity Health Center serves the healthcare needs of our community by providing access to high-quality, comprehensive care with compassion, dignity and respect.

**General Summary**

The Family Physician will be responsible for providing primary care for patients throughout the lifecycle (adult and pediatric patients). The Family Physician will make independent decisions regarding management and treatment of medical problems identified, formulating, initiating, and monitoring patient management plans based on established standards of care. Health Center hours are Monday-Thursday, 8:00am - 7:00pm and Fridays, 8:00am- 5:00pm. Physician will have a set schedule which is determined based on physician and health center needs. Center uses hospitalists for admitting patients and clinicians are not expected to see patients in the hospital. Physician is part of the Patient Centered Medical Home Team at Affinity. The Family Physician seeks to develop rapport with patients striving to build a physician-patient partnership. Physician is expected to utilize electronic health records for all patient care.

**Essential Functions**

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| **% Time** | **Medical/Clinical Functions** |
| 98% | Diagnoses and treats acute health problems, treats and manages chronic diseases; Orders, performs and interprets diagnostic studies, developing appropriate plans of care and monitoring effectiveness; Prescribes medications and other treatments as necessary. Conducts comprehensive medical and social histories and provides health maintenance including comprehensive physical examinations; Promotes positive health behaviors by providing instruction and counseling on health maintenance, health promotion, social problems, illness prevention, illness management and medication use. Responsible for documenting all patient care in the electronic health record in a timely and thorough manner. Strives to achieve familiarity with patients’ past medical history to streamline patient office visits and ensure continuity and quality of care. Assists with on call services for after-hours coverage.  ***Competencies:*** Specialized independent medical judgment and skills which are based on knowledge and application of the principles of biophysical and social sciences; Current knowledge on primary care and chronic disease management; Strong assessment skills; ability to develop treatment plans; ability to communicate plan with patient; ability to complete work efficiently, effectively, and independently; ability to manage time effectively; ability to work collaboratively with a multi-disciplinary team; ability to prescribe, taking quality of care and cost into account. |
| 2% | **Quality Improvement/ Quality Assurance:** Participates in quality improvement activities – including clinician peer review, development of clinical forms and processes, review of medical records for adherence to pre-established standards of care, and participation in quality improvement meetings and provider meetings.  ***Competencies:*** Thorough knowledge of and experience with primary and preventive care; knowledge and understanding of primary care quality indicators; strong understanding for clinical processes at AHC, including documentation methods; ability to provide constructive criticism; proficiency with Electronic Health Record. |
| **100%** | **Total Essential Functions** |

**Education, Experience, & Licensures**

* Medical degree from a 4 year accredited medical college or university
* Board certification preferred
* Successful completion of intern and residency programs.
* Licensed in State of South Carolina to practice medicine and in good standing
* Federal DEA license
* S.C. Controlled Substance License
* Must meet credentialing and privileging requirements of the organization
* Experience with electronic health records preferred
* Community Health Center experience preferred
* Ability to speak Spanish a plus