

*Code: 7532*

*Title: PHYSICIAN/DENTIST - SUBSTITUTE - UNCLASSIFIED*

**SUMMARY:** All positions in this classification are in the appointed, Unclassified-series and are exempt from the Merit System Rules. Dependent upon the area of assignment, more specific duties and responsibilities will be defined by the appointing authority and may be further delineated in an individual employment contract or residency agreement with the medical/dental school of each employee. See Special Notice Items for positions appointed as part of a medical/dental residency program. This classification is distinguished from the 7550/Physician/Dentist-Unclassified classification by the seasonal or as needed nature of employment.

**Chief Medical Officer-Public Health:** Performs public health medical administrative; planning, organizing, directing and managing all medical programs within Public Health and acts as advisor to the Board of Health for issues relating to public health matters.

**Chief Medical Officer-Corrections:** Responsible for the medical direction of the Sheriff Department's Correctional facility; providing and administering medical services, supervises other physicians and medical care practitioners.

**Physician/Dentist:** Provides professional medical/dental services in a specialty service or clinic, to include patient evaluations, treatments and therapies, and may require exercise of supervisory and management authority over specified clinics or service areas, to include direction/supervision of professional, paraprofessional and technical medical care providers.

**Physician/Dentist Resident:** Provides professional medical/dental services under direction of a licensed physician/dentist in a specialty service or clinic, to include patient evaluations, treatments and therapies. Such duties shall be delineated in a residency agreement with the individual employee and his/her medical/dental school.

**DUTIES/RESPONSIBILITIES:** (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor)

Assists with administering and directing public health and/or health care functions and programs;  
Makes long-range plans, establishes goals to be achieved, and recommends policies;  
Performs direct patient care services, to include medical/dental evaluations, patient histories, physical examinations, consultations and provision of direct treatment, therapies and/or other medical/dental interventions, as required of a Primary Care Provider (PCP) or consultant;  
Coordinates patient treatment with other health-care providers to include social/mental health caseworkers and practitioners;  
Initiates and develops programs of public health and/or health care services;  
Supervises, trains and evaluates allied health professionals, e.g., physicians, dentists, nurse practitioners, nurses, etc.;  
Assists in directing the organization, staffing, and implementation of public health and/or medical and/or dental care services within the department;  
Reviews departmental medical, dental and public health activities for effectiveness;  
Participates in continuing evaluation of services provided through membership or participation in quality Management/Assurance panels, teams or like functions;  
Coordinates the professional staffing of an assigned clinic or service through other county resources and contracted health-care providers;

Assumes a leadership role in the community in the development of health care services;  
Personally handles public health problems and/or medical/dental problems of an unusual nature;  
Recommends actions to maintain high medical and public health standards;  
Meets with community representatives, members of the medical or dental professions and governmental authorities to coordinate implement effective public health and/or health care programs;  
Assists in directing proposed legislation, health codes, ordinances and laws and recommends their adoption before legislative bodies and advisory committees;  
Attends meetings and conferences;  
Writes reports and gives lectures, to include conduct of medical/dental training of medical/dental students/interns.  
May serve as department director in the absence of the director.

### KNOWLEDGE & SKILLS:

Knowledge of:

- medical/dental trends, practices and methodologies for providing patient assessment, care and treatment;
- public health and/or medical services programs, functions and services;
- principles and practices of public health and/or medical/dental services administration;
- federal and state laws, programs, and preventive medicine;
- principles and practices of budgeting and organizational design.

Skill in:

- initiating, coordinating and directing public health and/or health care programs, services and functions;
- assessment and treatment of patients, per standards of medical/dental practices and procedures and legal and other regulatory requirements;
- evaluating and solving complex public and/or institutional health problems;
- establishing and maintaining a leadership role in the field of public health and/or medical/dental services and in the provision of health care services within the community.

### DESIRED QUALIFICATIONS:

Chief Medical Officer-Public Health: Graduation from an accredited school of medicine as a Medical Doctor (M.D.) or Doctor of Osteopathy (D.O.), completion of internship and residency in public health or preventive medicine and six years of professional medical experience in public health programs.

(Additional relevant education from an accredited college or university may substitute for a portion of the aforementioned experience)

Chief Medical Officer-Corrections: Graduation from an accredited school of medicine as a Medical Doctor (M.D.) or Doctor of Osteopathy (D.O.), completion of an approved internship and residency and six years of professional medical experience.

(Additional relevant education from an accredited college or university may substitute for a portion of the aforementioned experience)

Physician: Graduation from an accredited school of medicine as a Medical Doctor (M.D.) or Doctor of Osteopathy (D.O.), completion of an approved internship and residency and six years of professional medical experience. See Special Notice Items for non-licensed Residents.

(Additional relevant education from an accredited college or university may substitute for a portion of the aforementioned experience)

Dentist: Graduation from an accredited school of dentistry as a Doctor of Dental Medicine (D.M.D) or Doctor of Dental Surgery (D.D.S). See Special Notice Items for non-licensed Residents.

Physician/Dentist Resident: Current enrollment in an accredited medical or dental school, and subject to the terms of a residency program.

OTHER REQUIREMENTS:

Licenses and Certificates: Possession of a current license to practice medicine as a Medical Doctor (M.D.), Doctor of Dental Medicine (D.M.D.) or Doctor of Dental Surgery (D.D.S.) or Doctor of Osteopathy (D.O.) in the State of Arizona is required at the time of appointment and must be maintained as a condition of employment. Failure to maintain the required license will be grounds for termination. **See Special Notice Items for non-licensed Residents.**

Special Notice Items: Department of Labor regulations CFR Part 1910.1030 requires notification that positions within this classification may have a high risk of exposure to communicable diseases. Hepatitis B vaccine will be provided. Positions assigned to the Pima County Sheriff's Department require the successful completion of a background investigation due to need for access to law enforcement, detention and/or correctional facilities or associated confidential information, documents and like material. Some positions may be filled by non-licensed Resident Physicians/Dentists and at the discretion of the appointing authority, will be paid at a rate commensurate with other Residents in comparable hospital/medical/dental schools. Residents appointed under this program must be under the continuing direct supervision of fully-licensed physicians/dentists.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This classification specification is intended to indicate the basic nature of positions allocated to the classification and examples of typical duties that may be assigned. It does not imply that all positions within the classification perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.