



TULE RIVER INDIAN HEALTH CENTER, INC. (TRIHCI)

PO BOX 768 • PORTERVILLE, CA 93258

PHONE: (559) 784-2316 • FAX: (559) 553-0836

EXTERNAL JOB POSTING

POSITION:	Pediatrician
POSTING DATE:	December 10, 2024
CLOSING DATE:	Open until Filled
NUMBER OF OPENINGS:	1
RATE:	DOE
STATUS:	FULL-TIME/EXEMPT

IN ORDER TO BE CONSIDERED FOR THE OPEN POSITION, A COMPLETED APPLICATION MUST BE SUBMITTED BY THE CLOSING DATE STATED ABOVE.

TO OBTAIN A COPY OF THE JOB DESCRIPTION AND JOB APPLICATION, PLEASE VISIT WWW.TRIHCI.ORG

PLEASE SEND COMPLETED APPLICATIONS TO HUMAN.RESOURCES@CRIHB.ORG

IN ACCORDANCE WITH INDIAN PREFERENCE STATUTES DEFINED IN USC TITLE 25, SECTION 472, PREFERENCE IN FILLING VACANCIES AT TRIHCI WILL BE GIVEN TO QUALIFIED INDIAN CANDIDATES WHO SUCCESSFULLY VERIFY THEIR ELIGIBILITY (BIA FORM 4432, A CERTIFICATE OF INDIAN BLOOD, OR OTHER DOCUMENTATION MAY BE REQUIRED). WITHIN THE SCOPE OF INDIAN PREFERENCE LAWS, TRIHCI DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, DISABILITY, OR ANY OTHER CHARACTERISTIC PROTECTED BY LAW IN MAKING EMPLOYMENT DECISIONS OR PROVIDING SERVICES.



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POSITION DESCRIPTION

PEDIATRICIAN

Reports To: Medical Director
FLSA Status: Exempt (If full time)
Revised Date: April 5, 2023

Prepared By: Human Resources
Salary Grade: \$95.00-\$150/hour, DOE
Approval Date: May 10, 2023

POSITION SUMMARY:

Under the direction of the Medical Director, the Pediatrician will provide primary care for children 0-18 years old. Communicates and works effectively with clinical staff. In this capacity, the Pediatrician performs his/her duties with professionalism, compassion, and sound judgment to partner with TRIHCI's patients to improve their health status and quality of life. The Pediatrician must be able to communicate well and be able to establish rapport with patient and their families, being sensitive to the needs of the Indian community and its cultures, traditions, behavior patterns, and backgrounds. The Pediatrician must be familiar with the objectives of TRIHCI, must maintain genuine enthusiasm for the success of TRIHCI's health programs, and consequently exercise a strong sense of stewardship in developing and maintaining community relations.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Provides clinical care as granted via TRIHCI credentialing and privileging process.
 2. Elicits and records information about patient's medical history, surgical history, social history, family history, and other pertinent information related to the care of patients.
 3. Conducts appropriate physical exams based on the patient's chief complaints and reason for visit.
 4. Orders or executes various tests, analyses, and diagnostics to provide information on patient's condition.
 5. Analyzes reports and findings of tests and of examination, and diagnoses condition.
 6. Administers or prescribes treatments and medication as needed.
 7. Orders and oversees the vaccination of patients to immunize patients from communicable diseases using current guidelines.
 8. Advises and refers patients concerning diet, hygiene, and methods for prevention of disease.
 9. Educates patients on the importance of preventive services, such as screening tests, counseling services, and preventive medicines, as well as modalities to detect illnesses before they cause symptoms or problems.
 10. Refers patients to medical specialists or other practitioners for specialized treatment.
 11. Makes house and emergency calls to attend to patients unable to visit office or clinic, if necessary.
 12. Conducts physical examinations to provide information needed for admission to school, consideration for jobs, or eligibility for insurance coverage.
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QUALIFICATIONS:

1. Must possess broad competency with medical skills and knowledge and be able to effectively apply them in an ambulatory outpatient setting.
2. Must possess or be able to obtain specific regulatory knowledge as it pertains to Indian health from entities such as IHS, CRIHB, IHP, and the State of California.
3. Must have good communication skills, be able to effectively communicate with diverse populations, and be willing to convey responsibilities to patients.
4. Demonstrate the ability to work independently in carrying out assignments while remaining reliable and dependable.
5. Must demonstrate the ability to maintain accurate records and preparing clear and accurate reports for informational, auditing, and operational use, including capacities for attention to detail and for reviewing and verifying accuracy of data.
6. Possess the ability to organize and follow one's own work schedule (i.e. setting priorities, being available during work hours, and meeting critical deadlines).
7. Possess the ability to become knowledgeable of health needs and services provided to the Indian community both on and near the reservation.
8. Demonstrate the competency and integrity to maintain the confidentiality of organizational, employee, and patient records.
9. Possess the ability to deliver effective education, training, and presentations on technical medical subjects to large and/or small groups of various educational and cultural backgrounds.
10. Knowledge of causes, means of transmission and methods of control of communicable disease, principles and practices of diagnosis and treatment of common medical problems.
11. Must demonstrate the competency and integrity to maintain the confidentiality of organizational, employee, and patient records.
12. Must be able to prepare, maintain, and update physical and electronic medical records in accordance with sound medical practice guidelines and organizational need.
13. Must be able to coordinate patient referrals for specialty health care, including coordination with TRIHCI's Purchase Referred Care department.
14. Must be able to contribute to the evaluation of clinic programs and quality improvement through participation, development, and implementation of quality improvement initiatives.
15. Must be able to attend and contribute to all required meetings/consultations including general and medical staff meetings, and all specialized committee meetings (e.g. Diabetes Care, PRC Clinical Review, GPRA, etc.).
16. Must be able to perform general medical or administrative duties, within the appropriate scope of work, as needed and assigned.
17. Must possess basic computer and database software operation knowledge, and demonstrate a working knowledge of routine office hardware and equipment (e.g. printers, copiers, fax machines, etc.).
18. Must have a working home/cell phone for immediate contact.
19. Must maintain a professional appearance and attitude.
20. Must maintain absolute confidentiality regarding patients per HIPAA and TRIHCI policies.
21. Must have good communication skills and be able to effectively communicate with diverse populations.
22. Maintain confidentiality in the workplace.
23. Must be willing to travel.
24. Willing to participate in Meaningful Use Program.
25. American Indian preference in accordance with Indian Preference Act (Title 25, U.S. Code, § 472 & 473).

EDUCATION AND/OR EXPERIENCE

1. Degree of Doctor of Medicine

CERTIFICATES, LICENSES, REGISTRATIONS

1. A current and valid California State license to practice the full scope of Pediatrician medicine as issued by the California State Board of Medicine of the California Medical Board.
2. A current California driver's license and insurable through TRIHCI insurance agency.
3. First Aid/CPR at BCLS level, current BCLS certification
4. Current DEA and NPI registration numbers

PREFERRED QUALIFICATIONS AND CONTINGENCIES

1. Two (2) to four (4) years prior medical experience; ACLS and/or PALS certification. Knowledge pertaining to AAAHC or JCAHO standards for accreditation and patient care are also preferred.
2. TRIHCI maintains a drug- and alcohol-free workplace, and all offers of employment are contingent on the successful completion of a criminal background check, a post-offer drug test and physical, TB test, and verification of each candidate's right to work in the United States.

PHYSICAL WORK ENVIRONMENT: *The description provided here is representative of those conditions in which the Pediatrician will be required to perform the essential functions of this position. As stated earlier, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.*

While performing the duties of this position, the Pediatrician is situated in a standard office environment within the health center, where there is little or no exposure to variations in the weather or other similar elements. The Pediatrician will move throughout the health center to meet with supervisors and co-workers, but maintains direct patient/patient contact. Consequently, the Pediatrician must:

1. Possess the mobility to work in a standard office setting (i.e. walk, stand, or sit for extended periods of time);
2. Posses the ability to use standard office equipment to write, type, copy, fax, or perform other duties;
3. Possess the strength to lift and carry supplies weighing up to 15 lbs repeatedly and up to 45 lbs. intermittently;
4. Possess the visual acuity to read printed materials and a computer screen; and
5. Demonstrate hearing and speech capabilities that allow him/her to communicate in person and over the
6. telephone as required,
7. Possess the ability to push, bend and/or lift to help patients to/from vehicle, wheelchairs, stretchers, etc. and moving equipment and medical supplies.

The clinical setting at TRIHCI is categorized by OSHA as a Blood-borne Pathogen Category I facility. Consequently, there exists the potential for exposure to blood, body fluid/tissue, and infectious wastes. There also exists the potential for exposure to chemicals, biologicals, toxicants, and irradiants found on-site.

DISCLAIMER:

This position description lists the major duties and requirements for the Pediatrician position as established by subject-matter experts and the Human Resources Manager at the time of this document's creation. This position may require additional performance of duties and responsibilities beyond those outlined in this document, and thus may require additional sets of knowledge, skills, and abilities not fully articulated herein.

Employee Affirmation:

_____ INITIALS

_____ PEDIATRICIAN POSITION DESCRIPTION

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I have thoroughly read the attached position description for the position of Pediatrician. Any verbal explanations that I have requested concerning the information in this position description have been provided me to my satisfaction. I subsequently affirm that I am qualified to occupy this position with TRIHCI and I agree to perform the duties and responsibilities outlined therein.

Employee Name (Print)
Employee Signature
Date