

JOB DESCRIPTION

POSITION TITLE: FAMILY PHYSICIAN

PROGRAM: Health Services

REPORTS TO: Health Services Manager

Job Summary

Works with a multi-disciplinary health team to provide primary care services to individuals and families residing in the PQCHC catchment area using a medical care model which emphasizes a holistic approach of health promotion and client education, and encourages clients to take responsibility for their own health.

Responsibilities

- Provides clinical services to clients, either in the Centre or in the community, taking into account the environmental, social, psychological and medical factors that influence health.
- Assesses, diagnoses and prescribes treatment to clients, and refers to other resources as appropriate.
- Assists with the overall planning, development and evaluation of health services by identifying health needs in the community and working with other team members to develop methods of program evaluation.
- Provides appropriate support and consultation to other primary care staff.
- Maintains complete and accurate medical records for all clients. Assists in the collection and analysis of relevant data for administration, planning and evaluation.
- Participates in an on-call roster with other physicians within the Centre and other CHC's in the Ottawa area.
- Works with internal and external service providers and with relevant community groups.
- Participates in regular chart reviews and case conferences.
- Plans and participates in outreach health services.
- Participates actively in information sharing within the Clinic team and other PQHCS programs.
- Provide health promotion activities as appropriate to the position.

Common Responsibilities

- Working in a manner that preserves confidentiality and seeks to minimize risk in keeping with Privacy and Confidentiality Policies and Procedures.
- Working in a manner that incorporates health promotion and recognizes the determinants of health.
- Incorporating and strengthening collaborative and interdisciplinary teamwork.
- Respecting and valuing the diversity of communities and individuals.
- Contributing to the Centre's activities to collect, analyse and report on data and relevant information, and participate in research.
- Maintaining competence, and where applicable, a professional licence to practice.
- Supporting the Centre's student and volunteer placement programs.
- Promoting awareness of and participation in Centre activities.
- Contributing to the Centre's work by participating in meetings and committees.
- Working during both regular and extended hours of operation in locations identified by the Centre.
- Contributing to the Centre's practices of hiring, orienting and training of staff.
- Contributing to the Centre's efforts to secure and maximize resources for current and new programs, services and activities.
- Participating in the Centre's efforts to enhance its capacity through staff development.
- Working in a manner that supports the Centre's Occupational Health and Safety Policies and Procedures.

Qualifications

- Medical degree and Family Medicine residency from a recognized university; CCFP certification and a current license to practice from the College of Physicians and Surgeons of Ontario.
- Two years experience in Family practice.
- Demonstrated commitment to and knowledge of community-based health care.
- Excellent communication and interpersonal skills.
- Experience in a community setting desirable.
- Fluency in English essential, French an asset and other languages desirable.
- Valid driver's license and access to a vehicle required.
- Ability to work flexible hours if required.
- Basic computer skills an asset.

Revised: February 2004
April 2007

Employee Signature