
Karuk Community Health Clinic
64236 Second Avenue
Post Office Box 316
Happy Camp, CA 96039
Phone: (530) 493-5257
Fax: (530) 493-5270

Karuk Tribe



Karuk Dental Clinic
64236 Second Avenue
Post Office Box 1016
Happy Camp, CA 96039
Phone: (530) 493-2201
Fax: (530) 493-5364

Administrative Office
Phone: (530) 493-1600 • Fax: (530) 493-5322
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

Vacancy Announcement

The Karuk Tribe is now accepting applications for the position of:

Primary Care Physician
Salary (depending on experience)
Full Time, Regular, Exempt

This is a full time position working 40 hours per week at the Yreka Clinic.

The Primary Care Physician shall provide professional and competent direct patient care services and shall be a principal member of the medical team. The PCP and the clinic physician shall mutually provide supervision to the Physician Assistant, Family Nurse Practitioner, Nurses and Medical Assistants, and shall receive administrative and professional guidance and assistance from the Clinic RN/Business Manager. The PCP shall provide advice regarding the development and coordination of clinical policies and procedures and shall participate in the coordination and monitoring of all organizational wide performance improvement activities and shall serve as a member of the Accreditation Continuous Quality Improvement Committee (ACQI). The PCP may be asked to review contracts and offer professional advice.

Applications are available at all Tribal Offices or on the Internet at www.karuk.us/jobs/ **Tribal (TERO)** shall apply. If selected, applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Individuals interested in applying for this position must submit an employment application to the Human Resources Office in Happy Camp no later than 5pm, Monday, October 15, 2012.

Position Posted On: 10/2/2012 10:42 AM

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POSITION DESCRIPTION

- Title:** Primary Care Physician
- Reports to:** RN/Business Manager and Executive Director of Health and Human Services.
- Salary:** Depends on Experience
- Location:** Karuk Medical Clinic, Yreka
- Classification:** Full Time, Regular, Exempt
- Summary:** The Primary Care Physician shall provide professional and competent direct patient care services and shall be a principal member of the medical team. The PCP and the clinic physician shall mutually provide supervision to the Physician Assistant, Family Nurse Practitioner, Nurses and Medical Assistants, and shall receive administrative and professional guidance and assistance from the Clinic RN/Business Manager. The PCP shall provide advice regarding the development and coordination of clinical policies and procedures and shall participate in the coordination and monitoring of all organizational wide performance improvement activities and shall serve as a member of the Accreditation Continuous Quality Improvement Committee (ACQI). The PCP may be asked to review contracts and offer professional advice.

Responsibilities:

1. Shall professionally and competently provide direct primary care services to clinic patients.
2. Shall document patient care (PHI) on the Electronic Health Record, and shall work with IT to meet the requirements of Meaningful Use.
3. Shall advise the Medical Director and the Director of Health and Human Services in the development of protocols, standard procedures and management of all patient care related activities.
4. Shall assist the Medical Director, Clinic Physician, and the Director of Health and Human Services in the annual review of the Medical Policies and Procedures Manual.
5. Shall cooperatively assist the Karuk GPRA staff to improve the Health Program's GPRA, HRSA, Immunization and other required quality measure and performance indicator results.

6. Shall with the clinic physician mutually provide supervision to the Physician Assistant, Family Nurse Practitioner, Nurses and Medical Assistants, which includes chart review, case review, training and medical support when appropriate.
7. As a member of the ACQI Committee the PCP shall efficiently collect data, participate in, and monitor organizational wide performance improvement activities and shall report on findings, outcomes and progress.
8. Shall participate in timely peer reviews and shall review providers upon patient complaints as requested by quality improvement.
9. Shall continuously strive for compliance with AAAHC standards, and comply with Compliance policies, laws and regulations.
10. Shall cooperatively assist the Karuk GPRA staff to improve the Health Program's GPRA, HRSA, Immunization and other required measure results.
11. Shall coordinate with the clinic physician to conduct or oversee laboratory competency evaluations on all staff performing laboratory testing in accordance with CLIA certification.
12. Shall serve as a member of the Emergency Preparedness Team.
13. Shall stand-in for other providers in Happy Camp or Orleans during provider absences as needed.
14. Shall report as required by Federal, State, County, local and Tribal regulations, laws and directives.
15. Shall serve as a liaison with the local medical community.
16. Shall demonstrate age specific competency in working with all age groups.
17. Routine duties shall include providing medical services, and other health care-related services in homes, schools, clinics, job sites, and other community locations within the Karuk Tribe's Service Area.
18. Is polite and maintains a priority system in accepting other position related job duties as assigned.

Qualifications:

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.

4. Display the ability to understand and follow oral and written instructions.

Requirements:

1. Must be a graduate of an Accredited School of Medicine and have completed training internship and residency as required for California Licensure.
2. Must be licensed by the Sate of California Medical Board with preference given to physicians Board certified in Family Practice and/or Internal Medicine or equivalent work experience.
3. Must possess current DEA registration for prescribing narcotics.
4. Must obtain CME as required for license renewal. Must attend HIS provider conferences as requested
5. Must meet credential and privilege standards and be granted privileges from the Karuk Tribal Health Board.
6. Must provide documentation of immunity to measles and rubella or become vaccinated with the recommended vaccine and Hepatitis B vaccine and test annually for TB. Must have an annual Health examination.
7. Must possess a valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
8. Must strictly adhere to confidentiality and HIPAA polices.
9. Must successfully pass a pre-employment drug and alcohol screening test and be willing to submit to a criminal background check.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal Preference will be observed in hiring.

Council Approved: October 1, 2012

Employee's Signature: _____

Chairman's Signature: _____