



Job Description

LliBott Consultorios Médicos (LliBott) is an innovative medical service and value-focused network of clinics providing services to first generation Hispanic communities. In addition to providing outstanding high quality medical services, LliBott is committed to partnering with community service organizations in order to promote the well being of the Hispanic population in underserved communities across the USA

Job title	Primary Care Physician – Internal Medicine/Family Medicine
Reports to	Chief Medical Officer (CMO) for all medical related issues; Chief Executive Officer (CEO) for all non-medical related issues

Job purpose

Provide the full scope of primary care services that fall under his/her field of training, including but not limited to diagnosis, treatment, coordination of care, preventive care and health maintenance to patients. In addition, a Primary Care Physician is a member of the LliBott team. In that capacity they are expected to be familiar with the philosophy, goals and objectives of the Company and work collaboratively to achieve them. They must be cognizant of, and comply with, all Company policies and procedures, as well as pertinent state and federal regulations.

Duties and responsibilities

Supervision

- Supervise Pas and NPs (Medical Providers)
 - Comply with supervisory guidelines as per medical board
 - Lead Onboarding of Medical Providers
 - Define scope of practice
 - Periodically review cases with Medical provider as per guidelines
- Assess capabilities of Medical Providers
- Comply with the LliBott Infection Control plan, which includes personally utilizing universal precautions. Ensure compliance by support staff. Adhere to OSHA standards.
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Physician Services

- Obtain health history and perform physical examinations.
- Diagnose and direct counseling for each patient on a plan for treatment.
- Prescribe medication in accordance with North Carolina statute and professional practice guidelines.
- Perform minor surgical procedures.
- Arrange referral for patients requiring services not offered at Llibott Consultorios Medicos.
- Review incoming reports (e.g. lab, x-ray, EKG) sign, date and follow-up in a timely manner.

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- Participate in staff outreach and off-site health care programs in the Llibott service area as assigned by the Chief Medical Officer.

Other

- Participate in peer review, quality assurance, provider meetings, and other clinical meetings.
- Assist in updating protocols and principles of practice as requested.
- Assist in outside medical public relations functions.
- Adhere to UDS productivity standards and meet at least the minimum requirement.
- Comply with North Carolina Medical Board CME requirements.

Supervisory Responsibilities

Supervises mid-level practitioners (physician assistants and nurse practitioners).

Qualifications

Education/training.

- Current North Carolina State Medical License
- Current D.E.A. Certificate
- Board Eligible or Board Certified in Internal Medicine or Family Practice. If Board Eligible at the time of hire, must be Board Certified within 3 years of hire date.
- Insurability (malpractice)
- Current Cardiopulmonary Resuscitation Certificate (CPR)
- ACLS or Advanced Life Support within 12 months of employment, if appropriate

Experience:

- **Three (3)** year of medical experience in a physician's office or equivalent combination of training and experience preferred

Language/Cultural Skills:

- Fluent in Spanish and English.
- Having lived in a Latin American Country at least 5 years (*preferred*)

Skills:

- Knowledge of medical practice and care
- Knowledge of examination, diagnostic and treatment room procedures
- Knowledge of medical equipment and instruments
- Knowledge of common safety hazards and precautions
- Ability to assist in a variety of treatments and medications
- Ability to maintain records and record test results
- Skill in developing and maintaining clinical quality assurance
- Skill in identifying and resolving problems
- Ability to interpret, adapt and apply guidelines and procedures
- Ability to use good reasoning and judgment and to react calmly in emergency situations



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- Ability to establish and maintain effective working relationships with patients, medical staff, coworkers and the public
- Ability to read, write and communicate effectively orally and in writing

Working conditions

The work of this position is performed in an environmentally controlled office environment. The position requires the ability to work under pressure and with a diverse population, including staff, physicians, clients, patients, insurance companies and other members of the public. The position may cause frequent exposure to communicable diseases, bodily fluids, toxic substances, ionizing radiation, medicinal preparations and other conditions common to a clinical environment.

Physical requirements

- Stand for extended periods of time; push, pull and reach; occasionally bend, sit, stoop and stretch
- Have full range of body motion
- Have the hand-eye coordination and manual dexterity needed to operate a keyboard, telephone, calculator and medical equipment
- Have a normal range of hearing and eyesight to record, prepare and communicate appropriate reports; specific vision requirements: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus
- Occasionally lift and carry items weighing up to **twenty (20) pounds**
- Occasionally relocate to other locations
- Maintain current professional certification
- Maintain a current and valid driver's license

Note: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

Contact Information

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Approved by:	
Date approved:	
Reviewed:	