

Human Resources  
750 S. Wolcott  
Room: G-50  
Chicago, IL 60612



Job Code: 1815  
Grade: ZZ  
FLSA: Exempt

### Standard Job Description

**Job Title**  
Consultant (Physician)  
(Pediatric Emergency Medicine)

**Department**  
Emergency Medicine Administration

#### **Job Summary**

The Pediatric Emergency Medicine Consultant Physician provides high quality Emergency Medicine care for pediatric and young adult patients presenting to the Emergency Department, effective supervision for all medical staff on duty in assigned areas, and to provide guidance and teaching for house staff, physician assistants and students rotating through the department. Responsible for all medical staff actions and all patients seen in assigned areas while on duty. Additionally, perform non-clinical functions as assigned by Chairperson and/or Divisional Director, usually in the areas of Research, Education, Toxicology or Administration.

This position is exempt from Career Service under the CCHHS Personnel Rules.

#### **Typical Duties**

- Treats patients primarily who present for care in the Emergency Department
- Provides appropriate supervision to ensure quality patient care is provided by resident staff, physician assistants and students in the Pediatric area of the Emergency Department. Provide overall supervision of all the cases seen in the area
- Provides appropriate medical care, appropriate discharge planning, appropriate decisions regarding admission of patients to various services, appropriate laboratory and x-ray procedures are ordered, and ensure overall quality of patient care in the area
- Ensures efficient flow of patients through the Emergency Department. Laboratory and x-ray studies should be retrieved in a timely manner and decisions made to discharge or admit patients as rapidly as possible, while ensuring patient quality is maintained
- Follows and enforces existing policies and protocols in the department
- Serves as a role model to all house staff/students and must be present, at all times, both for appropriate manner of providing patient care, contact with the family, and contact with ancillary personnel including nursing staff and staff from other services
- Provides leadership in the department while on duty and resolve administrative issues according to policies and procedures which are established
- Responds to requests from nurses and other emergency department personnel for patient evaluations and decisions regarding care
- Completes non-clinical functions as assigned by Divisional Director or Chairperson of Department
- Attends faculty meeting and departmental conferences as directed by Chairperson of Department

## **Reporting Relationships**

Reports to the Medical Department Chair - Emergency Medicine

## **Minimum Qualifications**

- Doctor of Medicine (MD) or Doctor of Osteopathy Medicine (DO) degree from an accredited medical college or university
- Board Certified or Board Eligible in Pediatrics or Pediatric Emergency Medicine
- Licensed as a Physician in the State of Illinois
- Must possess a valid Illinois Controlled Substance License
- Must possess a valid Federal Drug Enforcement Administration (DEA) license
- Available to work rotating shifts, weekends, and holidays
- Ability to make fast paced/accurate medical judgments
- Ability to work well in fast paced environment

## **Knowledge, Skills, Abilities and Other Characteristics**

- Thorough knowledge of Pediatric Emergency Medicine practice and procedures
- Excellent interpersonal and patient relation skills
- Excellent communication, verbal and written skills
- Ability to supervise, direct, and review activities of students, residents and physician extenders
- Ability to work well with nursing, ancillary and consulting staff
- Ability to make fast paced/accurate medical judgments
- Ability to work well in fast paced environment
- Ability to manage multiple patients simultaneously

## **Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.

Approval:  \_\_\_\_\_ 5/17  
Jeff Schaefer  
Medical Department Chair - Emergency Medicine Date

Approval: \_\_\_\_\_  
Claudia Fegan  
Chief Medical Officer Date

Approval: \_\_\_\_\_  
Gladys Lopez  
Chief of Human Resources Date