

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



Job Code: 1829
Grade: K
FLSA: Exempt

Standard Job Description

Job Title
Physician-Surgery
(Minimally Invasive Surgery)

Department
Surgery

OK R Kaer
9/28/11

Job Summary

John H. Stroger, Jr. Hospital (JHSH) of Cook County is the flagship of the Cook County Health & Hospitals System (CCHHS). The Level 1 Trauma Center is one of the most respected in the nation. The hospital treats over 150,000 emergency room patients annually. It is home to more than 300 attending physicians along with more than 400 medical residents and fellows.

The Physician-Surgeon will provide both clinical and surgical services in the Department of Surgery/Minimally Invasive Surgery to the patients of Cook County Health & Hospitals System (CCHHS). Provides guidance and teaching for fellows, residents, medical students, mid-level practitioners and ancillary personnel; partakes in clinical trials; conducts research; serves on administrative committees; adheres to all federal, local and department rules and regulations.

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

Typical Duties

- Provides diagnostic and treatment services to patients including benign and malignant disease.
- Provides inpatient and outpatient consultations.
- Performs minor surgical services as needed and as time permits.
- Completes timely, accurate, and thorough medical record documentation as required to meet appropriate department and/or hospital guidelines.
- Participates in the education and training of fellows, residents, and medical students rotating in the division.
- Provides appropriate supervision to ensure quality patient care is provided by fellows, residents, and medical students. Provide overall supervision of all the cases seen in the area.
- Responds promptly to all on-call queries from fellows or residents; communicates with other Attending Physicians and Surgeons as needed.
- Communicates promptly to the Division chairman all information necessary for the creation of assignments.
- Assists in developing new programs and processes that enhance patient care.
- Provides leadership in the department while on duty and resolve administrative issues according to policies and procedures which are established
- Follows and enforces existing policies and protocols in the department
- Performs research activities; follows all ethical guidelines, as coordinated with and approved by the Division Chair and approved by the Institutional Review Board (IRB).

OK R Kan
2-28-76

Typical Duties continued

- Participates in ongoing clinical trials and investigations offered in the division; participates in administrative committees servicing the department and Hospitals as schedule permits.
- Attends Division and Department meetings on regular basis and the Mortality and Morbidity conference as required.
- Requests appropriate specialty consultations, and performs inpatient rounds and required resident teaching sessions as assigned and as clinical needs dictate.
- Participates in Quality Assurance activities as assigned.
- Performs other duties as assigned.

Reporting Relationships

Reports to the Medical Department Chair, Surgery

Minimum Qualifications

- MD or DO from an accredited institution
- Must possess a valid Illinois Medical License or have the ability to obtain this license prior to the start of employment
- Must possess a valid Illinois Controlled Substance License or have the ability to obtain this license prior to the start of this employment
- Must possess a valid Federal Drug Enforcement Administration (DEA) license or have the ability to obtain this license prior to the start of this employment
- Board certification in the relevant specialty of General Surgery or must be on a pathway leading to certification within 5 years of terminal training
- Demonstrate competency in Minimally Invasive Surgery and Bariatric Surgery including Roux-en-Y bypass manifest by recent operative case logs and outcomes within 2 years or completed a Minimally Invasive Fellowship that included Bariatric Surgery within 5 years

Knowledge, Skills, Abilities and Other Characteristics

- Current knowledge of the principles and methods of ocular pathology to ensure quality and standards of care.
- Knowledge of the principles and practices of medical research to help implement clinical protocols/internal research.
- Knowledge of the principles and methods of training medical staff to ensure standards of care.
- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Demonstrate analytical and organizational, problem-solving, critical thinking and conflict management/resolution skills
- Skill to prepare written documents to provide information and/or direction to staff and others.
- Demonstrate the ability to follow department specific work rules, hospital and personnel rules.
- Ability to meet requirements of on call schedule if requested to participate.
- Demonstrate attention to detail, accuracy and precision in decision making.
- Ability to adhere to department policies and standards utilizing best practices and the appropriate use of the electronic health record (EHR).
- Ability to maintain a professional demeanor and composure when challenged.
- Ability to follow hospital protocol when exposed to noise, chemicals, disease, blood borne pathogens, patient violence and procedural injuries.
- Ability to meet appropriate confidentiality standards for protected health information (PHI).
- Ability to work flexible hours including weekends, evenings and holidays as needed.

- Must be able to travel to work sites throughout Cook County.

OK RKeen
9-78-16

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:  9-78-16
Richard R. Keen Date
Medical Department Chair Surgery

Approval: _____
Claudia Fegan Date
Executive Medical Director

Approval: _____
Gladys Lopez Date
Chief of Human Resources