



Job Code: 6545
Grade: KP3
HCWR: N

Job Title
Attending Physician, XI

Department
Ob/Gyn-Family Planning

Job Summary

The Attending Physician, XI will provide for medical care for patients seeking family planning services and reproductive care throughout Cook County Health (CCH). The Attending Physician will provide contraception, sterilization, infertility treatment, or related care such as termination procedures.

Typical Duties

- Evaluates, diagnoses, and provides treatment for family planning and common gynecological conditions
- Participates in Obstetrics and Gynecology as well as participates in the OB night call service
- Teaches and supervises medical students and residents along with other clinical staff, as needed and when appropriate.
- Adheres to established Illinois Family Planning, Ambulatory Community Health Network (ACHN) and CCH policies and procedures
- Ensures medical interventions are performed in a competent, skilled and safe manner
- Triage and prioritizes care according to acuity and complexity
- Provides all family planning services including emergency contraception, working knowledge of pregnancy failure and termination care, provides follow for pregnancy failure and termination care
- Dispenses and/or inserts all FDA approved birth control methods (including emergency contraception) per standing orders and maintain working knowledge of all medications used
- Performs first and second trimester pregnancy terminations
- Prepares, administers and documents medications
- Performs annual cervical and breast screenings
- Accepts re-assignment when staffing adjustments are required
- Maintains patient confidentiality with all patient related information
- Respects the rights, privacy and property of patients
- Assists in coordination and management of patient complication
- Assists with management of clinic flow
- Provides educational support for patients and families
- Orders, performs, interprets and implements appropriate plan of action for laboratory or other diagnostic tests.
- Keeps abreast of current clinical and research trends in Family Planning, Medicine, and other related areas for improved clinical care
- Collaborates with research personnel to provide clinical care related to research protocols
- Understands each research study that is assigned (study background, requirements, patient eligibility, etc.)
- Assists in the coordination of patient's clinical activities
- Participates in patient safety, utilization management, patient experience and research projects as needed.



Typical Duties

- Performs other duties as assigned.

Minimum Qualifications

- Doctor of Medicine (MD) or Doctor of Osteopathy Medicine (DO) from an accredited college or university
- Licensed as a physician in the State of Illinois or eligibility to obtain license prior to starting employment.
- Illinois and Federal controlled substance license or eligibility to obtain license prior to starting employment
- Successful completion of an ACGME accredited or equivalent residency program in Obstetrics and Gynecology
- Board Certification in Obstetrics and Gynecology or Board Eligible in Obstetrics and Gynecology and must obtain Board Certification within two (2) years of starting this employment
- Successful completion of an AGGME approved Family Planning fellowship or anticipated successful completion of an ACGME approved Family Planning fellowship before starting this employment
- Board Certification in Family Planning or must obtain Board Certification in Family Planning within two (2) years of starting this employment

Preferred Qualifications

- NA

Knowledge, Skills, Abilities and Other Characteristics

- Thorough knowledge and understanding of the Health Insurance Portability and Accountability Act (HIPAA) to ensure the protection of the confidentiality and security of healthcare information for all patients
- Knowledge of the principles and methods of training medical staff to ensure standards of care meet or exceed expectations
- Working knowledge of Microsoft Office and electronic medical record
- Basic knowledge of QA guidelines and/or requirements
- Demonstrated analytical and organizational, problem-solving, critical thinking, and conflict management/resolution skills
- Demonstrated attention to detail, accuracy and precision
- Demonstrated ability to make appropriate and timely decisions
- Ability to respond with promptness and dedication to periodic emergency requests
- Ability to prioritize, plan, and organize projects and tasks
- Ability to adhere to department policies and standards utilizing best practices
- Ability to maintain a professional demeanor and composure when challenged
- Ability to function autonomously and as a team member in a multidisciplinary team
- Ability to ascribe to the basic tenets of professionalism
- Ability to travel to various locations within the Cook County Health



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.