

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



Job Code: 6548
Grade: K
FLSA: Exempt

Standard Job Description

Job Title
Attending Physician VIII-SC
(Hospitalist)

Department
Medicine

Job Summary

The primary focus of the Attending Physician Hospitalist VIII position is hospital medicine; provides direct comprehensive care to the patients on the in-patient ward and the short-stay Four Flex Unit (4FLEX). The incumbent supervises house staff, teaches medical students, consults and collaborates with other attending's and specialists, develops and manages quality improvement processes, participates in Cook County Health & Hospitals System (CCHHS) approved projects and/or committees, and performs others duties as assigned by the Division Chair. If assigned to the Medicine Procedure Service, performs bedside procedures including paracentesis, thoracentesis, central venous catheter insertions, lumbar puncture, and peripherally-inserted central catheter insertions, as necessary.

Typical Duties

- Leads a traditional ward team of house staff and medical students which admits up to fourteen (14) new patients every four days
- Supervises the house staff in a 14-bed short-stay Four Flex Unit (4FLEX) which admits up to seven (7) new patients per day
- Collaborates with attending physicians to co-manage patients admitted to surgical services
- Acts in a consultant capacity on non-medicine services
- Facilitates Department of Medicine conferences and teaches the following medical student curriculum: clinical epidemiology, history taking and physical diagnosis
- Coordinates simulation laboratory session for rotating 4FLEX house staff
- Leads, develops, and manages patient safety and research projects for Division
- Develops and manages inpatient quality improvement processes and completes other projects as assigned by the Division Chair or delegate

Reporting Relationships

Reports to the Chair of the Division of Hospital Medicine

Minimum Qualifications

- Licensed as a physician in the State of Illinois **OR** have the ability to obtain license prior to start date
- Board certified in Internal Medicine **OR** eligible for board certification
- Valid Illinois Controlled Substance License **OR** have the ability to obtain license prior to start date
- Valid Federal DEA License
- An academic appointment **OR** eligible for an academic appointment with JHSH academic affiliates

Minimum Qualifications continued

- Three (3) years of experience as an attending physician in an academic setting
- One (1) year of experience in administering clinical, educational or quality improvement programs in Hospital Medicine

Preferred Qualifications

- Experience with formal leadership training as evidenced by Chief Medicine Residency, Fellowship training or a Master's degree

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of hospitalist physician programs and services
- Ability to treat acutely ill patients in an inpatient setting
- Knowledge of inpatient quality improvements processes and the ability to implement them
- Ability to instruct curriculum to include clinical epidemiology, history taking and physical diagnosis
- Strong supervisory and leadership skills necessary to oversee house staff and medical students
- Ability to communicate effectively with a diverse patient and employee population
- 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
- Excellent program development, management, and leadership skills
- Strong customer service and empathy skills
- Demonstrate good phone and email etiquette skills with strong response times
- Demonstrate analytical and organizational, problem-solving, critical thinking, and conflict management/resolution skills

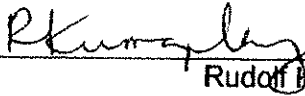
Physical and Environmental Demands

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:



Rudolf Kumapley
Chair of the Division of Hospital Medicine

1/24/2017

Date

Approval:

Claudia Fegan
Executive Medical Director

Date

Approval:

Gladys Lopez
Chief of Human Resources

Date