



## Volunteer Physician Job Description

### LOCATIONS:

<p><b>Norwalk</b> 98 South Main Street Norwalk, CT 06854</p> <p>Director: Barbara McCabe, APRN Tel: 203 899 2494</p>	<p><b>Bridgeport</b> 115 Highland Ave Bridgeport, CT 06604</p> <p>Director: Cathy Sheehan, RN Tel: 203 333 9175</p>	<p><b>Danbury</b> 198 Main Street Danbury, CT 06810</p> <p>Director: Dina Valenti, RN Tel: 203 748 6188</p>
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**MISSION:** The mission of AmeriCares Free Clinics (AFC) is to provide quality health care to uninsured residents in a setting where all individuals are treated with dignity and respect. The intention of AFC is to help those who help themselves and their families, but do not have financial resources for medical care.

The AmeriCares Free Clinics will be staffed by volunteer primary care physicians from the community, drawn from the disciplines of internal medicine, family practice, emergency medicine, and where appropriate, pediatrics. The responsibility for delivering patient care is delegated by the Medical Director to the attending physician staff. **Certain specialty clinics are available at the clinic site; other specialty consultations are provided by volunteer specialists who have consented to seeing Clinic patients gratis in their private offices.**

**SUPERVISOR:** Medical Director

**REQUIREMENTS:**

- \* Graduate of an accredited school of medicine.
- \* Current Connecticut physician license, and DEA certificate, if available.
- \* Board-certified or board-eligible in family practice, emergency medicine, internal medicine or, where applicable, in pediatrics.
- \* Successful completion of AFC's *Physician Credentialing Process*.
- \* Recent clinical experience

### RESPONSIBILITIES:

All medical services will be provided in accordance with the AmeriCares Free Clinics' *Policies & Procedures Manual* and *Quality Assurance Program* standards. The physician has the obligation to report any untoward events that restrict or limit his/her ability to practice medicine, or alter his/her "good standing" status at the hospital in which s/he practices.

1. Perform professional medical services in the examination, diagnosis, care and treatment of physically ill patients, within the limits of experience and professional training. Provide appropriate patient instruction and/or consultation with family or significant other, as needed.
2. Record examination, diagnosis and treatment notes, meeting record documentation requirements. Provide clearly written orders, and be available to nursing staff for direction, support and clarification of the medical plan of care.
3. For those patients whose medical needs are beyond our scope of services, make patient referrals to appropriate specialty services, such as diagnostic services, social services and consultative services, as arranged in protocols; consult with participating specialty physicians to provide continuity and completeness of medical care.
4. Determine patient medication needs, and order from sample stock, pharmaceutical companies' Patient Assistance Program (PAP) and/or the Clinic formulary, prescribing generic drugs whenever therapeutically appropriate.
5. Report *communicable diseases* and *other reportable cases* as per Connecticut's Department of Public Health policy (see *Reportable Situations*).
6. Attend quarterly *Medical Staff Meetings* and periodic in-service activities whenever possible.