**Chief Medical Officer**

The Medical Director is appointed by and responsible to the Chief Executive Officer as the chief medical officer of OHCC and is charged with providing leadership in all areas relating to the clinical operation of the health center.

The Medical Director is responsible for recommending and implementing clinical policies and procedures; supervising the clinical staff in their medical, nursing, and administrative duties; insuring continuous quality improvement in all clinical activities; and acting as an integral part of the management team of the health center.

 **Specific Duties & Responsibilities:**

* Participates in the clinical program of the organization according to the guidelines established for all staff physicians of similar training and board certification. Provides outpatient care in the clinic.
* Works with clinical director to: Organize the clinical staff and resources in carrying out the health care program of OHCC.
* Lead recruiting efforts for all clinical staff including physicians, mid-level providers, allied health personnel, and nurses.
* Make recommendations to the Chief Executive Officer regarding the employment, promotion, transfer, and discharge of all clinical staff and directly conducts the implementation of all decisions relating to the employment of these staff members. Provide for a clear and effective flow of information between the clinical staff and the management team by conducting monthly staff meetings.
* Make recommendations to the Chief Executive Officer regarding the purchase of equipment and supplies needed to provide patient care.
* Supervise the quality assurance activities of the health center that relate to the clinical program including the clinical practice guidelines and protocols.
* Work collaboratively with the Board Chair of the Quality Committee regarding clinical programs and objectives.
* Advises and assists the CEO in all major decisions regarding Clinical policy and procedures.
* Contributes to the advancement of the Clinic’s mission, vision and objectives. Active participant in the strategic planning process of the Board.
* Reports to the Board of Directors on a periodic basis regarding the clinical activities of the health center.

 **Reporting Relationships:**

The Medical Director reports directly to the CEO and has supervisory responsibility for all clinical staff and indirect supervisory responsibility for all clinic staff through clinic directors.

  **Qualifications:**

* A physician's license to practice medicine in the state of Louisiana.
* Current certification by the American Board of Family Medicine or other appropriate specialty board.
* The ability to employ necessary management techniques in the on-going supervision of the clinical staff.
* The ability to analyze complex information and communicate effectively both orally and in writing.
* The ability to set priorities and to make decisions on critical health care programs and issues.
* Must be qualified in Basic Life Support techniques.
* Personal and professional qualities which will permit the Medical Director to work with the staff of the health care center in such a manner as to earn their confidence and respect.