



521 4th Street Havre, Montana 59501 • Phone: 406-395-4305 • Fax: 406-395-5643 • www.bullhook.com

Bullhook Community Health Center (BCHC) is an equal opportunity employer. BCHC shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

Job Title: Family Practice Physician
Supervisor: Chief Medical Officer

Department: Medical
Salary: \$188,400 to \$277,500

Job Overview: Working from a solutions-oriented approach, the physician delivers primary care commensurate with training and monitors clinical performance to ensure medical services and operations are in compliance with all applicable regulatory and licensing agencies. Also, the position serves as coach/mentor/trainer to mid-level providers, giving guidance in best practices, trouble shooting of medical services and operations issues.

Essential Functions (Major Duties or Responsibilities): Provide diagnosis and treatment for localized ailments and diseases. Examine, diagnose and treat or recommend courses of management for patients with medical illness. Conduct and supervise direct patient care, and plan and execute disease prevention and health promotion programs. Prescribe or administer treatment, therapy, medication, vaccination, and other medical care to treat or prevent illness, disease or injury. Order, perform and interpret tests and analyze records, reports and examination information to diagnose patients' condition. Provide Medication for Opioid Use Disorder (MOUD) healthcare. Collect, record and maintain patient information, such as medical history, reports and examination results. Monitor patients' conditions and progress and reevaluate treatments as necessary. Explain procedures and discuss test results or prescribed treatments with patients.

Provide direct clinical medical services in the area of board certified medical specialty in accordance with the highest applicable standards of medical and professional practice and in full accordance with health center protocols and policies. Provide after hour call on a weekly rotation with the other medical providers. Complete medical charts after each visit within 24 hours according to medical records system and EHR/ECW protocols. Assist in internal quality control audits. Attend internal and external meetings, workshops, and conferences and participate on task forces or committees, as necessary. Perform all duties in support of successful EHR/ECW implementation.

Demonstrate commitment to, and understanding of, BCHC's standards by modeling service excellence in all internal and external relationships, addressing service excellence deficits in staff, and in performance of all duties and responsibilities of this position. Provide additional assistance within and outside of clinical arena, as requested and/or as appropriate, to ensure the ongoing success of the organization.

Minimum Qualifications (Education and Experience): Board certification in a major primary care specialty field of practice (i.e., internal medicine or family practice). Three years of experience in progressively responsible position within a primary health care environment, preferably in an underserved community and in a community health center setting. Current, valid license to practice medicine in the State of Montana, including DEA license and CPR, required. Current valid certificate to supervise Physician Assistants preferred.



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Knowledge, Skills and Abilities (KSA's): Knowledge of information and techniques to diagnose and treat human injuries, diseases and deformities. This includes symptoms, treatment alternatives, drug properties and interaction, and preventive health-care measures. Ability to work effectively independently and as part of a team, in collaborative settings. Excellent written and verbal communication skills required. Understand and is committed to maintaining highest level of confidentiality. Demonstrated ability to build the trust and respect of patients, staff, colleagues, and external contacts. Excellent problem solving skills, including creativity, resourcefulness, timeliness, and technical knowledge related to analyzing and resolving medical problems. Sensitive to needs of culturally and linguistically diverse patient population.

Supervision: Physician Assistant – if one is currently on staff.

Physical and Environmental Demands:

- Sufficient manual dexterity, with or without reasonable accommodation, to operate a personal computer, telephone, and related equipment, as well as to use hands and arms in handling, installing, positioning, and moving materials, and manipulating things of up to 50 pounds.
- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodations, to listen to and understand information and ideas presented through spoken words and sentences and to communicate effectively with a wide variety of people.
- Sufficient vision or other powers of observation, with or without reasonable accommodation, to review a wide variety of materials in electronic or hard copy form.
- Sufficient personal mobility and physical reflexes with or without reasonable accommodation, to function within a medical office environment.

OSHA Classification I: Normal work routine involves potential for mucous membrane or skin contact with blood and/or body fluids; use of appropriate protective measures is required.

Special Requirements: Performs Nursing duties in the deliverance of health services. Hazardous risks may include exposure to infected body fluids, sharp instruments and chemicals, requires adherence to universal safety precautions.

<p>The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.</p>
