

# MATAWA FIRST NATIONS MANAGEMENT



## PHYSICIAN

## **PURPOSE OF THE POSITION**

The Physician is an integral part of the multi-disciplinary team and a key part of the patient's circle of care. The Physician will provide acute and episodic care, chronic disease management, health promotion and disease prevention. The Physician will practice within the full scope of practice as outlined in the Standards of Practice by the College of Physicians and Surgeons of Ontario.

## **ROLES AND RESPONSIBILITIES**

### *Patient Care*

- Perform patient health assessments and health maintenance activities (ie. History and physical, wellness exams, pap tests and breast exams, prenatal care, well baby visits and immunizations)
- Monitor the ongoing therapy of patients with stable chronic illness by providing pharmacological and counseling interventions
- Screen for the presence of chronic illnesses
- Diagnose and treat acute/episodic illnesses (ie. Respiratory illnesses, ear and throat, gastrointestinal, genital urinary infections and dermatology) and injuries
- Offer phone consultation/triage for acute episodic illness
- Consistently record and document in a patient's medical record
- Formulate and communicate medical diagnoses and disorders

### *Referral/Consultation/Collaboration*

- Arrange for external specialist consultations
- Provide communication to hospital and community staff and other inter-professional team members as required to ensure smooth transition for care between care sites

### *Education and Advocacy*

- Conduct health promotion groups and individual counseling/education (ie. Prediabetes, smoking cessation, diabetes, etc.)
- Teach students and other team members

### *Administration*

- Arrange follow-up appointments as necessary
- Participate in the development and evaluation of policies, protocols and procedures
- Assist with preparation of MOHLTC Service Reports
- Other activities may be assigned with the collaboration with the inter-professional team

## **KNOWLEDGE AND SKILLS REQUIREMENTS**

The Physician is expected to have a commitment to continuous improvement of the knowledge requirements in accordance with the following:

- Leadership, critical thinking, organizational and communication skills
- Expertise in developing and maintaining excellent working relationships with all member of the health care team and partner organizations
- Ability to work in a collaborative practice model

- Strong health assessment/clinical skills
- Ability to prioritize, manage time effectively
- Capacity to adapt quickly to fast paced, dynamic work environment
- High degree of accuracy and attention to detail
- Electronic documentation of health records
- Knowledge of various computer systems and applications (ie. Microsoft Office, etc.)

#### **EDUCATION AND SPECIFIC JOB REQUIREMENTS**

- Current registration with the College of Physicians and Surgeons of Ontario
- Professional liability insurance coverage
- Certification in CPR (BLS-C)
- Current membership in professional association (ex. OMA)

## **WORKING CONDITIONS**

### **Physical Demands**

- May have to lift, carry and manage equipment and supplies
- May have to work odd or long hours at a time to complete special requests or projects
- May have to spend long hours sitting and using office equipment, computers and attending meetings
- May involve routine exposure to persons with contagious or infectious illnesses and requires constant attention to infection control procedures.

### **Environmental Conditions**

- May find the environment to busy and/or noisy
- May have to travel to Matawa First Nation communities in all weather conditions
- May have to manage a number of projects at one time, and may be interrupted frequently
- Will need excellent organizational, time and stress skills to complete the required tasks.

### **Sensory Demands**

- Will spend an adequate amount of time with use of a computer and may experience eye strain and occasional headaches

### **Mental Demands**

- Will have to manage a number of requests and projects at one time
- Must be aware of Tribal Council business in the communities and any and all relevant legislation, policies and procedures
- May have to complete a number of tasks and responsibilities at one time
- Must be prepared to deal with emergencies and stressful situations at any time.

**CERTIFICATION**

<hr/> Employee Signature	<hr/> Supervisor's Title
<hr/> Printed Name                      Date	<hr/> Supervisor's Signature                      Date
I certify that I have read and understand the responsibilities assigned to this position.	I certify that this job description is an accurate description of the responsibilities assigned to the position.
<hr/> Chief Executive Officer's Signature                      Date	
I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.	

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.