



## JOB ANNOUNCEMENT

**Position Title:** SUD Medical Director

**Program:** New Leaf Recovery Center - South

**Classification:** Independent Contractor (8 hours per month)

**Salary:** \$165.00-\$175.00 per hour; Commensurate with Experience

**Summary and Range of Authority:** Under the direction of the Program Director, the Substance Abuse Disorder (SUD) Medical Director, or his/her physician designee must be on site for **at least 8 hours per month**. The SUD Medical Director may delegate his/her responsibilities to a physician consistent with the provider's medical policies and standards; however, the Medical Director shall remain responsible for ensuring all delegated duties are properly performed. Whenever possible, the Medical Director will perform functions that others (e.g., other types of LPHAs) within the agency are unable to optimally perform.

### **Essential Duties and Responsibilities:**

- Ensure that medical care provided by physicians, registered nurse practitioners, and physician assistants meets the applicable standard of care.
- Ensure that physicians do not delegate their duties to non-physician personnel.
- Ensure that physicians, registered nurse practitioners, and physician assistants follow the provider's medical policies and standards.
- Ensure that the medical decisions made by physicians are not influenced by fiscal considerations.
- Ensure that provider's physicians and LPHAs are adequately trained to perform diagnosis of substance use disorders for beneficiaries and determine the medical necessity of treatment for beneficiaries.
- Comply with clinical standards of best practice, licensing, accreditation standards and other local, state, and federal regulatory and reporting requirements. Interpret and support standards and requirements to others.
- Research and maintain knowledge of evidenced-based practices, as well as updates regarding treatment of substance use disorders and recovery-based services.
- Participate in related meetings and trainings (e.g., County hosted Medical Director meetings, other related provider meetings and trainings)
- Obtain 5 hours continuing education in addiction medicine annually
- Review each client's intake health questionnaire, medical history, including medication list and substance abuse history, and indicate Consultant's recommendation, if any, and document and sign such recommendation on the Physician Direction Form.
- Develop and implement medical policies and procedures which are compliant with Title 22 including the following subjects:
  - Developing a procedure for handling a client who shows up intoxicated
  - Determining medical necessity and SUD diagnosis
  - Addressing clients' medical issues and follow-up needs to be documented in the treatment plan
  - Developing a procedure for medical emergencies
- Other duties and responsibilities as assigned.

**Required Education, Certifications/Licenses and Language/Cultural Skills:**

- Must possess an M.D. and current license to practice in the State of California.
- This is an onsite position.

**Minimum Experience and Qualifications Required:**

- Must have certified First Aid and CPR training (including infant CPR) within three (3) months of the date of hire.
- Must demonstrate intermediate level of computer literacy and experience using office productivity software i.e. Microsoft Word, Excel, Power Point, Internet browsers, and Outlook.
- Must pass background check (Live Scan Fingerprint).
- Must pass drug test (results shall be negative for all illegal drug use including marijuana).
- Must have TB clearance.
- Must be able to drive for business purposes to other program locations in San Diego County.
- Must have a valid California driver's license and comprehensive automobile insurance coverage, as required by law.
- Will not be disbarred or excluded from participation in Federal programs by the General Services Administration and/or the Department of Health and Human Services of the Inspector General.

**Additional Preferred Education or Qualifications:**

- None

**Physical Demands and Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Spends approximately 70% of work time sitting and meeting with others or working at a desk and/or computer. Spends approximately 30% of work time standing or walking within the work area or outside the office at meetings and events, also bends, twists, stoops and reaches. Ability to communicate in writing and verbally. Regularly required to sit and talk or hear. Frequently is required to use hands to touch, handle or feel and reach with hands and arms. Occasionally lifts and/or moves up to 25 pounds. Working conditions are normal for an office environment and event venues. The noise level is usually moderate.

**Please forward your resume via e-mail, fax or mail to:**

**UPAC – Attn: HR Dept**

**1031 25th Ave**

**San Diego, CA 92102**

**Fax: 619-232-4113**

**E-Mail: [upacjobs@upacsd.com](mailto:upacjobs@upacsd.com)**