

MEDICAL DIRECTOR
Canton City Health Department

OVERVIEW AND DUTIES

- A personal service contract with the Board of Health (through the Health Commissioner) with a qualified individual.
- Responsible for overall medical policy for the department.

RESPONSIBILITIES

- Interacts with the Board of Health, Health Commissioner, Director of Nursing, medical staff, and others to develop, approve, and evaluate medical policies for the department
- Acts as the primary physician for department clinical services
 - Functions as the collaborating physician for the department's Advance Practice Nurse in accordance with rules 4723-8-04 and 4723-8-05 of the Ohio Administrative Code.
 - Provide patient care in instances when APN is unavailable.
 - Provides medical orders and standards of practice for clinical activities.
 - Complete random reviews of medical records.
- Works closely with the Director of Nursing to assure the efficient operation of medical and clinical activities.
- Assists department staff as needed in the investigation of communicable diseases in the community.
- Works closely with the medical community to advance the mission of the health department.
- Establish and maintain effective working relationships with representatives of professional societies and health agencies at the local, state, and federal level to ensure the compliance of the department's various health programs with national and statewide medical guidelines.
- Acts as a member of leadership team in representing the Health Department in the community, participating in the development of administrative policies and procedures, and serving in an advisory capacity making recommendations regarding the future of the organization.
- Acts as the medical liaison with state and federal medical authorities.
- Responsible for the receipt and distribution of licensed pharmaceuticals for the department.
- Responsible for the receipt of Strategic National Stockpile (SNS) materials from state and federal authorities.
- Serves as medical spokesperson for the department as needed.
- Provides periodic in-service training for clinical and other health department staff.
- Meet with the Board of Health as needed.
- Respond to public health emergencies

TRAINING

- Independent licensed physician in the state of Ohio pursuant to the regulations of the Ohio State Medical Board and the Ohio Revised Code
- Preferred training in:
 - Epidemiology
 - Public Health
 - Infectious Diseases

OTHER

- Not required to work regularly scheduled hours.
- Must be available to NP and other staff for consultation.
- May require non-traditional working hours in the event of a public health emergency
- Required to attend at least one ODH meeting each year (Cost to be paid by the Health Department)

Approved: June 30, 2016