



Seminole County Sheriff's Office

PHYSICIAN

Class Spec Code: 3400

Established Date: 10/15/2020

Last Revised Date: 01/12/2022

Effective: 01/12/2022

Salary Range

\$119,610.00 - \$167,454.00 Annually

Bargaining Unit

N/A

EEO

EEO4-Professionals

Occupational Group

N/A

FLSA

Exempt

Benefit Code

FT BENEFITS

Physical Class

DTME

Classified Service

No

General Description

Professional work to monitor and direct the clinical services for persons incarcerated in the John E. Polk Correctional Facility.

Typical Duties

Note: Listed functions, duties, responsibilities and skills is not intended to be all-inclusive and the employer reserves the right to assign additional responsibilities as deemed necessary for the operational efficiency of the Sheriff's Office.

Responsible for carrying out the mission statement for assigned unit. Must be available on a flexible schedule to ensure appropriate coverage for the operation.

Examines and/or conducts tests on patients to provide information on medical conditions. Analyzes outside providers, orders, records, reports, test results, or examination information to diagnose medical conditions of patients. Prescribes or administers treatment, therapy, medication, vaccination, and other specialized medical care to treat or prevent illnesses, disease, or injuries. Explains procedures and discusses test results on prescribed treatments with patients. Refers patients to medical specialists or other practitioners as needed. Monitors patients admitted to community hospitals. Utilizes approved drug formulary, generic form when available, when prescribing medications.

Serves as liaison for clinical matters with medical providers. Responsible for telephonic and written consultations with medical providers in the community to coordinate and resolve issues in the delivery of services to inmates. Monitors referrals to outside health care facilities for appropriateness, quality, and continuity of care.

Develops and implements medical protocols and medical audit criteria. Participates in annual review and approval of clinical protocols, clinical policies/procedures, and medical disaster plan. Provides continuing in-service health training program for staff.

Provides direction and assistance to the on-site quality assurance program including review and action on inmate complaints and infection control.

Serves as a liaison to various committees as assigned and may be assigned special projects as required.

Minimum Qualifications

- Licensure as a physician pursuant to Chapter 458, Florida Statutes; licensure as an osteopathic physician pursuant to Chapter 459, Florida Statutes; or a current Public Health Certificate issued by the Florida Board of Medical Examiners pursuant to Section 458.316, Florida Statutes
- Responsible work experience in public health or in a correctional facility
- Must maintain an active Drug Enforcement Agency (DEA) registration
- Must possess and maintain a valid Florida Driver's License.

Knowledge, Skills, Abilities & Other

Regular and prompt attendance is mandatory in the performance of an employee's duties for this position, to include scheduled work hours, and required training activities, calls for mandatory overtime needs and calls for service during times of an emergency.

Thorough knowledge of information and techniques needed to diagnose and treat illnesses, diseases, and injuries including symptoms, treatment alternatives, drug properties and interactions, and preventative health care measures. Knowledge of information and techniques needed to rehabilitate physical and mental ailments and methods to evaluate treatment. Knowledge of the principles and processes involved in strategic planning, resource allocations, manpower allocations and leadership techniques. Knowledge of public health administration.

Ability to plan, organize, and supervise the work of professional staff handling varied and complex activities. Ability to prepare comprehensive reports and present ideas clearly and concisely. Ability to communicate effectively, both orally and in writing. Ability to research information, analyze data to arrive at valid conclusions, and make appropriate recommendations. Ability to demonstrate ethical and professional behavior. Ability to solve problems. Ability to maintain effective working relationships with subordinates, superiors, and the medical community.

WORKING CONDITIONS

The work environment is an office/medical clinic within the confines of a correctional facility. Work is generally performed in a sedentary or standing position. There is direct inmate contact. The position generally works during normal business hours, although the incumbent must be available on a flexible schedule and be available for after hour's on-call duty to handle emergency situations.

PHYSICAL ATTRIBUTES REQUIREMENTS

Mobility-Mostly sedentary work but some standing and walking; constant use of a computer

Lifting-Able to lift at least 25 pounds

Visual-Constant overall vision; constant eye-hand coordination; frequent reading/close-up work

Dexterity-Frequent repetitive motion and reaching

Emotional/Psychological Potential contact with hostile individuals; direct inmate contact, exposure to emergency situations; may be exposed to trauma, grief and death; frequent public contact; decision-making and concentration

Special Requirements- Ability to behave respectably and with utmost integrity even when off duty. May be required to respond for any critical incident, manmade or natural. Some assignments may require working weekends, nights, and/or occasional overtime.