

ASSOCIATE DIRECTOR OF DIVISION (RENAL LAB)

DISTINGUISHING FEATURES OF THE CLASS: Under the direction of the Director of Division (Renal Lab) shares responsibility for the administration and overall operation of the Chronic Hemodialysis Unit; is responsible for planning and supervising individualized training of patients with respect to hemodialysis technology; is responsible for the training, education, follow-up, and evaluation of personnel assigned; supervises a staff of physicians, nurses, technicians and administrative personnel in their respective functions involved with the operation of the unit. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Performs specialized work in the area of hemodialysis;

Performs or assists in specialized procedures;

Participates in training of house staff and attending staff;

Directs the care and treatment of patient in hemodialysis;

Coordinates inter-divisional liaisons with other clinical divisions;

Initiates and supervises research activities at a clinical level;

Assists the Director generally and assumes his duties in his absence.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the field of hemodialysis; good knowledge of the operation and maintenance of equipment used in hemodialysis; ability to administer hemodialysis treatment and therapy; ability to present instruction in a clear, logical, and concise manner, ability to deal effectively in professional matters with other hospital personnel, other hospitals, and physicians in private practice; leadership; professional and personal integrity; good health.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from an approved medical school*; completion of approved internship training; eligibility for Board certification in Internal Medicine (possession of such certification at the time of permanent appointment), including, or as an addition, 6 months of experience in the field of chronic hemodialysis plus 1 year fellowship or residency in Nephrology which may be part of Residency, or an equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: Candidate must be licensed to practice medicine in New York State.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

West. Co.
J. C.: Non-Competitive†
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1

Job Class Code: E0118
Job Group: XVIII