

CHIEF OF SECTION (CHRONIC DISEASE SERVICE)

GENERAL STATEMENT OF DUTIES: Directs the medical care program at the Ruth Taylor Institute; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general direction, is responsible for the medical care of patients and residents at the Ruth Taylor Institute and provides instruction to house staff. Close working relationships are maintained with other RTI and hospital units and administrators. Supervision may be exercised over a small clerical staff and medical staff as assigned.

EXAMPLES OF WORK: (Illustrative Only)

Evaluates the medical condition of patients requesting admission to the Ruth Taylor Institute as part of the admission procedure;

Plans and supervises the medical care of patients and residents at the Institute;

Supervises attending physicians, residents, and interns as assigned;

Keeps abreast of the field by participating in medical conferences and lectures on long term care and chronic diseases;

Makes regular rounds with the medical staff;

Makes recommendations to the Director of Medicine concerning possible improvement of care and research projects which might prove beneficial;

Works with administrative and nursing staff to insure adequate support services and follow-up treatment for patients;

Consults with family members, private physicians, and community agencies regarding patient status;

Documents records and patient charts pertaining to the medical diagnosis and treatment.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the field of internal medicine; thorough knowledge of medical procedures in long term care facilities; familiarity with the rehabilitative process as applied in geriatric care; ability to present instruction in a clear, logical, and concise manner; ability to supervise the work of a professional medical staff; understanding of the role and mission of a public health care facility in a community; professional expertise in the field of geriatrics; professional and personal integrity; leadership; sound professional judgment; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from an approved school of medicine, one year of approved internship, and three years of approved residency or fellowship in Internal Medicine and/or a sub-specialty thereof.

NOTE: Possession of a current, valid license to practice medicine in New York State.