



**Community Health Alliance of Pasadena (ChapCare)  
Job Description**

**Title:** Primary Care Physician - Family Practice, Pediatrics  
**Department:** Medical  
**Reports To:** Chief Medical Officer  
**Directs:** Mid-Level Providers; Licensed Vocational Nurses; Medical Assistants  
**EEOC:** Professional  
**FLSA Status:** Exempt  
**Salary Range:** \$120,000 (low) – \$146,443 (mid-point) – \$166,400 (high)

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**Summary**

As a member of the ChapCare Medical Group, the Family Practice Physician will provide continuing, comprehensive health wellness, preventive and medical care to entire families regardless of sex, age, or type of problem. Follows established departmental policies, procedures and objectives, continuous quality improvement objectives, and other control standards. Directs ambulatory care and services for registered ChapCare patients. Directs and supervises other health care providers and nonmedical personnel, as well as, participates in quality assurance, quality improvement, peer review and special projects.

**ChapCare's Expectations of all Employees**

- Adheres to all ChapCare's Policies and Procedures
- Conducts self in a manner that represents ChapCare's core values at all times
- Maintains a positive and respectful attitude with all work-related contacts
- Communicates regularly with her/his immediate supervisor about Departmental and ChapCare concerns
- Consistently reports to work prepared to perform the duties of the position
- Meets productivity standards and performs duties as workload necessitates

**Essential Duties and Responsibilities**

- Manages and maintains a program of comprehensive health for the patients, to include preventive medicine, behavioral sciences, and community health.
- Prepares and reviews medical histories and obtains data through interviews.
- Examines patients, formulates diagnostic plans, defines and orders required diagnostic testing. Interprets examination findings and test results, and implements treatment plans. Prescribes and assesses effectiveness of pharmaceuticals, other medications, and treatment regimens as appropriate for patient medical conditions.
- Determines need for consultation and assists in medical care and treatment provided at the direction of other specialists.
- Participate in other care procedures according to training and demonstrated ability.
- Provide supportive and definitive care to patients with primary care appropriate medical conditions, based on documented and demonstrated proficiency.

- Manages primary care services, formulates plans and procedures for operating outpatient services directed toward health maintenance as patient's primary care provider.
- Actively participates in the Family Practice Clinic by supervising assigned medical staff, nurses, and other medical technicians as assigned.
- Determines needs for, and advises on kind and quantity of, medical supplies and equipment if applicable.
- Responsible for coordinating medical care with internal and external medical specialties as needed.
- Ability to supervise, advise, train clinical professionals and/or students in area of expertise as well as, a variety of health-related topics, including first-aid measures, basic and advanced health care maintenance.

### **Qualifications**

#### **Education:**

- For entry into this specialty, a doctor of medicine or a doctor of osteopathy degree from an approved school of medicine or osteopathy.
- Completion of a residency in family practice acceptable to the State of California for licensure or board certification by the American Board of Family Practice, American Academy of Pediatrics, American Board of Medical Specialties, American Board of Physician Specialties or the American Osteopathic Association Bureau of Osteopathic Specialties is mandatory.

#### **Experience:**

- Practice in a federally qualified health center or like practice serving diverse uninsured and underserved populations.
- Demonstrated ability to work both independently and in a team environment.

#### **Knowledge/Abilities:**

- Fulfillment of education requirement satisfies this requirement.
- Effective verbal and written communication skills. English language fluency, additional language capability strongly desired.

#### **Physical Exam and Communicable Disease Clearance**

- Ability to pass a pre-employment (and annual thereafter) physical exam is required. Proof of immunity to Rubella and Varicella required. Baseline assessment of TB immune status required; annual assessment thereafter. Recommended immunity via vaccination to Hepatitis B.

### **Physical Demands/Working Conditions**

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be required to drive to all ChapCare facilities as needed. The ability to sit for extended periods of time. The employee must occasionally lift and/or move up to 25 pounds.

Travel, generally within the Greater San Gabriel Valley and/or Greater Los Angeles, may be required on an occasional basis.