

Job Title:	Licensed Medical Provider for AMC	Position Code:	MS1000A
Job Family:	Medical Services	FLSA Classification:	Exempt
Reporting Supervisor:	Medical Director and Chief Medical Officer	Pay Grade:	MS10A

JOB DESCRIPTION

JOB SUMMARY

The Licensed Medical Provider in this role delivers addiction medicine management along with the treatment of health conditions resulting from addiction in an outpatient setting. This position is integral to an interdisciplinary team, which includes experienced physicians, advanced practice providers, RNs, LPNs, and substance use counselors. The provider is responsible for delivering care to patients with substance use disorders, emphasizing the importance of a solid foundation in primary care to address the complex health needs of this population. The role involves the initiation of treatment and ongoing management of the chronic disease of addiction, including long-term management of prescription medications and injectable medications under REMS/DEA guidelines, as well as completing histories and physicals and formulating patient-centered care plans. On average, the provider will work 30 to 35 hours per week across a 3- to 4-day workweek. A typical day will consist of 8 hours dedicated to direct patient care and coordination. Additionally, the provider will be on-call for 24 hours, one weekend per month to assist with admission orders for inpatient withdrawal management intakes, order management, and to address any urgent issues that may arise.

ESSENTIAL FUNCTIONS

1. Conducts thorough histories and physicals on patients to establish care, documenting assessments and plans in the electronic medical record (EHR);
2. Manages long-term prescriptions, including the administration of evidence-based injectable medications for treating substance use disorders;
3. Delivers medications for substance use disorder treatment via subcutaneous/intramuscular injections, adhering to clinical best practices;
4. Orders necessary laboratory tests and reviews results with patients, interpreting findings within the context of both addiction medicine and general health;
5. Orders and interprets urine toxicology screens, utilizing the Oregon Prescription Drug Monitoring Database when necessary;
6. Provides counseling and education regarding medication options for the treatment of substance use disorders and general health improvement strategies;
7. Educates patients on recovery options and medical concepts related to addiction, fostering informed decision-making;
8. Collaborates with patients to create treatment plans that include informed consent and active participation, adjusting medications as necessary based on individual patient needs;
9. Employs motivational interviewing and active listening techniques to support patients recovering from substance dependence;
10. Addresses general health concerns such as contraceptive counseling, STI treatment, Hep C treatment and routine psychiatric care, and management of chronic health conditions, documenting all assessments and care in EHR or coordinating referrals to primary care and specialty services as required;
11. Completes and signs medical orders (medications, labs, etc.) in a timely manner;

12. Reviews external health records to enhance patient care coordination;
13. Accurately documents diagnoses, levels of service, and procedure codes using the EMR;
14. Provides after-hours support to nursing, counseling, and respite staff for general medical inquiries and concerns when on-call;
15. Coordinates care intra- and inter-organizationally, engaging with outpatient and residential treatment teams, as well as community PCPs, ER staff, and external addiction medicine clinics as necessary;
16. Ensures the delivery of high-quality care by adhering to therapeutic standards, measuring health outcomes against care goals, and making necessary adjustments. This is accomplished while following established protocols, evidence-based practices, and the regulations set forth by the Oregon Medical Board;
17. Performs other duties as assigned by the Chief Medical Officer and BestCare Administration;

ORGANIZATIONAL RESPONSIBILITIES:

1. Aligns work with BestCare's mission, vision, values;
2. Supports diversity, equity, and inclusion initiatives by promoting open-mindedness, cultural awareness, compassion, and respect for all individuals;
3. Strives to meet departmental and organizational goals, contributing to strategic objectives;
4. Adheres to the organization's Code of Conduct, Business Ethics, Employee Handbook, and all other operational policies;
5. Maintains professionalism and confidentiality in compliance with HIPAA, 42 CFR, and Oregon Statutes;
6. Participates in required meetings and training, completing them timely;
7. Keeps current all required certifications and/or licenses, renewing them promptly;
8. Functions independently while also participating as a collaborative team member;
9. Performs additional organizational duties as needed.

QUALIFICATIONS:**EDUCATION AND/OR EXPERIENCE REQUIREMENTS:**

- Medical Degree (MD, DO, PA, NP) from accredited university is required;
- Experience in addiction medicine, behavioral health, primary care, and dual-diagnosis care is necessary;
- For individuals in recovery from substance-use disorder, must have maintained continuous recovery for the previous two years at the time of hire

LICENSES AND CERTIFICATIONS:

- Valid license to practice medicine in Oregon
- Current BLS Certification is required
- Must maintain a valid Oregon Driver License or ability to obtain one upon hire, and be insurable under the organization's auto liability coverage policy (minimum 21 years of age and with no Type A violations in the past 3 years, or three (3) or more Type B violations)

PREFERRED:

- Experience serving diverse, multi-cultural communities
- Experience with medication-assisted treatment highly desired
- Bilingual in English/Spanish is a plus

REQUIRED COMPETENCIES: Must have demonstrated competency or ability to attain competency for each of the following within a reasonable period:

- Patience, empathy, understanding of and awareness of working with individuals facing mental illness challenges and substance use disorders
- Experience and foundation in adult primary care
- Strong client engagement skills
- Proven success in collaborating with co-workers and a multi-disciplinary team to provide and advocate for excellent patient care
- Ability to work effectively and respectfully in a diverse, multi-cultural environment
- Ability to ensure a safe and clean working environment complying with Oregon OSHA, BestCare Policies and Procedures, Oregon Administrative Rules, and within the confines of the medical board
- Proficiency in MS Office 365 (Word, Excel, Outlook), EHR systems, databases, virtual meeting platforms, internet, and ability to learn new or updated software
- Strong interpersonal and customer service skills, and demonstrated compassion towards individuals with mental illness and substance abuse disorders
- Excellent communication skills (oral and written)
- Strong organizational skills and attention to detail, accuracy, and follow-through
- Excellent time management skills with a proven ability to meet deadlines
- Critical thinking skills
- Ability to maintain strict confidence as required by HIPAA, 42 CFR, and Oregon Statutes
- Ability to build and maintain positive and functional relationships
- Ability to function well and use good judgment in a high-paced and at times stressful environment
- Ability to manage conflict resolution and anger/fear/hostility/violence of others appropriately and effectively
- Ability and willingness to work independently as well as participating as a positive, collaborative team member

TOOLS AND EQUIPMENT USED: Standard office equipment including computer/laptop, copy/fax/scanning machine, printer, telephone, or multi-line phone; Medical equipment including blood pressure cuff (digital and manual), pulse oximeter, digital thermometer, glucometers, venipuncture equipment, AED, stethoscope, gait belt, and oxygen tanks and tubing, etc.

WORK ENVIRONMENT/PHYSICAL DEMANDS: The work environment is respectful, multi-cultural and inclusive, and the characteristics described above are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The position requires the employee to dress in a manner that meets the standards for professional attire at Best Care or per department-or job-specific requirements (See Dress Code Policy in Employee Handbook). Other conditions/demands include:

- Primarily indoors (95%)
- Must wear required Personal Protective Equipment (PPE)
- Must wear attire as prescribed for staff working in Medical Services
- Frequently sits at a desk, stands, walks, bends/stoops, reaches above/below shoulders, uses arms, wrists, hands, and grasps/squeezes

- Occasionally twists, crouches/squats
- Must be able to perform repetitive tasks/motions, have good manual dexterity
- Must be able to lift/carry up to 20 lbs. frequently and push/pull 21-75 pounds occasionally
- Must be able to hear alarms/telephone/audio/normal speaking voice
- Must have clarity of vision: Near (<20"); Mid (>20" to < 20'); Far (> 20')
- Must be able to drive motor vehicle to perform job
- May be exposed to communicable disease

ACKNOWLEDGEMENT:

BestCare provides equal employment opportunities to all employees and applicants for employment without regard to race, color, national origin/ancestry, religion, sex, sexual orientation, gender, gender identity, marital or family status, age, genetic information, expunged juvenile record, military status or performance of duty in a uniformed service, physical or mental disability, or any other characteristic protected by local, State, or Federal laws, regulations, or ordinances. Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.

I understand that BestCare's sources of funding include private grants, government funding, and insurance revenue collected for services provided. Employee salaries, benefits, and all other costs of doing business are paid through these revenue streams; thus, any changes in revenue can have a direct impact on fiscal business decisions that are reviewed annually and may impact this and other positions at BestCare.

I understand that this position requires that I maintain current licensure in Oregon, and that BestCare will reimburse me for the costs related to renewal and required continuing education in accordance with the training and professional development policy guidelines.

I have received, reviewed, and accept the responsibilities outlined above understand that this does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the business needs for the employer and requirements of the job change.

Employee Name (Print):		Date:	
Employee Signature:			