

DUFFY HEALTH CENTER

POSITION DESCRIPTION: Medical Director

LOCATION: Duffy Health Center, 105 Park Street, Hyannis, MA 02601

REPORTS TO: Chief Executive Officer (CEO)

SUMMARY OF THE POSITION:

Responsible for the coordination, delivery and supervision of clinical health services at Duffy Health Center. Establishes and maintains standards of patient care. Delegates, as appropriate, to other providers of care. Participates in the planning, development, and coordination of clinical health care programs to meet community health care needs as recommended by the CEO. Serves as a member of the Leadership Team.

EDUCATION / TRAINING/ LICENSES OR CERTIFICATION REQUIREMENTS:

Board eligible/Board certified in medical specialty.

Licensed Physician in the Commonwealth of Massachusetts.

WORK EXPERIENCE AND REQUIREMENTS:

At least three (3) years of experience in community medicine. Administrative and clinical management experience desirable. Experience working with individuals with co-occurring disorders. Commitment to the philosophy and mission of a health care setting serving a homeless and high risk population. Commitment to a team-based clinical approach.

KNOWLEDGE / SKILLS/ ABILITIES:

- Computer proficiency including Windows Software and use of electronic medical records.
- Excellent organizational, and planning skills.
- Ability to make appropriate assessments and judgments and to learn and keep abreast of health care services developments.
- Ability to communicate effectively with patients and other health care providers.
- Ability to perform health care services tasks that fall within the scope of practice.

WORK ENVIRONMENT:

The work involves considerable sitting, standing, walking, bending, and lifting on a daily basis. Must be willing to participate in on-call activities. Must be able to work under physically and emotionally demanding conditions. Duffy Health Center requires all clinical staff to follow the Practice of Universal Precautions as required by federal and state laws and regulations. The employee is occasionally required to manage and diffuse potentially disruptive patient behavior. Travel may be required. May be required to work evenings and weekends. May be required to provide patient care in locations away from primary work site.

ESSENTIAL FUNCTIONS:

- In collaboration with the CEO, Leadership Team and clinical team, plans, develops and implements health care programs to meet community health care needs.
- Evaluates effectiveness of current medical care programs, studies medical utilization trends and other medical demographic data, and provides related guidance to the CEO and Board regarding findings and conclusions.
- Directs and coordinates all clinical aspects of medical care.

DUFFY HEALTH CENTER

- Establishes and ensures the maintenance of professional medical practice.
- Develops written policies, protocols and procedures conforming to standards established by regulatory agencies.
- Monitors provider productivity and meets regularly with staff to improve productivity.
- Serves as member of Performance Improvement Committee, provides leadership in Performance Improvement activities, and coordinates clinical quality efforts.
- Directs, supervises and evaluates performance of all provider staff.
- Interviews and recommends selection of staff and volunteer physicians in all specialties.
- Oversees and provides direct medical care
- Collaborates with the financial management of the Center including enhancement of reimbursement efforts and grant writing for continued or new support.

OPERATIONAL RESPONSIBILITIES

- Supervise physicians, mid-levels and clinical medical staff of approximately ten (10) employees.
- Convene and preside over monthly clinical staff meetings.
- Leads clinical quality and clinical program development efforts and teams.
- Attend Leadership Team meetings, Duffy staff meetings, and QA/PI meetings.
- Works collaboratively with outside agencies including hospitals and provider groups.
- Works collaboratively with Practice Manager to optimize work flow and productivity.

ABOUT DUFFY HEALTH CENTER

The Duffy Health Center began in 1994 as a volunteer clinic located in a broom closet of a local homeless shelter in Hyannis, MA. It was incorporated in Hyannis in 1997 and has been an independent, federally qualified health center since 2002. With a mission-driven staff, strong executive and leadership team, and a dedicated, unified Board, Duffy has evolved into the ‘solutions-oriented’ organization for which it is now recognized. Recent strategic planning processes have informed and facilitated our rapid expansion, unique service delivery model and leadership in initiatives to end homelessness on Cape Cod. Duffy is well-known as a welcoming health care home to medically complex individuals and provides one-stop access to services.

In February, 2001, we are looking forward to moving from three buildings to one beautiful new facility at 94 Main Street in Hyannis where all our staff will have a welcoming environment to add to the comprehensive services provided.

Duffy utilizes a model of integrated care – a ‘three-legged stool’ in which medical, behavioral, and case management services are integrated, with onsite ‘wraparound services’ reduce *barriers to access* which vulnerable populations too often must face. Services are provided at our clinic sites, by street and shelter outreach, and via our Mobile Health Clinic. Our services begin with outreach – in the camps, streets, and homes, to connect to people, develop a trust relationship, and ultimately connect them to the services they want.

Last year Duffy staff cared for 2,598 homeless and at-risk clients through 23,227 visits. This visit rate is six times the rate for more traditional community health services and is a reflection of the intensity and level of services needed by our medically complex clients, many of whom have comorbidities (mental health, substance abuse, and other chronic medical illnesses). In

DUFFY HEALTH CENTER

every setting our trained, professional staff provide tools of empowerment so that individuals can reach levels of health and well-being -- enabling them to increase their self-sufficiency, attain and maintain housing, and achieve personal goals.

We reach our goals by: dedication to our clients...adherence to best-evidence practice...commitment to collaboration

The mission of the Duffy Health Center is to provide caring, comprehensive health care and support services to those who are homeless and at risk of homelessness on Cape Cod, and to be a catalyst for individual empowerment and community solutions to homelessness .

ABOUT CAPE COD

A vacation destination for thousands and known for sandy beaches, sand dunes, lighthouses, and outstanding seafood, Cape Cod, Massachusetts is home to native “Capecodders” and “wash-a-shores”, alike. The Cape has a population of approximately 250,000 people in the off-season. The area boasts some of the most beautiful and valuable real estate in our country, but it is home to people from a wide range of backgrounds and income classes.

[Duffy Health Center](#) is in the [Village of Hyannis \(Town of Barnstable\)](#), population 47,821, in [Barnstable County](#), on beautiful Cape Cod, Massachusetts. We enjoy a strong sense of community.

TO APPLY:

Please email a resume, cover letter and salary expectations to: Duffy Medical Director Search Team: Catherine Reynolds Catherine@ReynoldsResource.com

NO AGENCIES PLEASE