

	Director of Primary Care	
	Reports to: Chief Operations Officer FLSA Status: Exempt	Reviewed: 2012

SUMMARY

By utilizing a team based model, the Director of Primary Care is to provide leadership, consultation, and training in organizational efforts with regard to medical services; represents the organization in providing consultation services to external clients.

ESSENTIAL FUNCTIONS

- Provide direct and indirect medical services to patients at assigned clinic.
- Conduct meetings for direct patient assessment and intervention.
- Attend conferences, workshops, seminars, and classes to maintain knowledge of changes and developments in the health care industry.
- Stays informed with the latest research trends in medical care.
- Consult with medical providers to develop assessment and treatment protocols as well as designing training programs for providers.
- Participates in Quality Improvement (QI), Quality Assurance (QA) and Continuous Quality Improvement Activities (CQI) as appropriate.
- Provide leadership & support to the QI program to assure the provision of high quality patient care
- Design and implement formal training programs relative to Standards of Practice and Treatment Protocols for all affected medical services personnel.
- Provide consultation and development of integrated delivery systems in collaboration with members of the management team.
- Provides leadership with Family Practice Fellows and students associated with college/university Bachelor’s and Master’s level Nursing Programs
- Performs other related duties and responsibilities as assigned

QUALIFICATIONS

- **Education/Experience:** Board-eligible or board-certified physician (M.D. or DO) from an accredited Medical School with progressively responsible management and/or clinical experience.
- **Certificates and Licenses:** Licensed Medical Doctor in the state of Tennessee.
- **Supervisory Responsibilities:** Provides leadership to the primary care disciplines and oversight of the QI program

Additional Eligibility Qualifications

- Demonstrated leadership ability and ability to communicate effectively orally and in writing.
- Familiarity with health care laws, regulations and standards.
- Understanding of risk management and performance improvement helpful.