

RICHLAND PREGNANCY SERVICES

**MEDICAL POLICY AND PROCEDURE MANUAL**

**POLICY: MEDICAL DIRECTOR JOB DESCRIPTION**

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**Position Summary:** The Medical Director works to ensure that the proper standards of medical care are implemented and maintained in the clinic. This physician will provide medical leadership to the clinic as a committed Christian and will exhibit maturity in decision making, behavior, and relationships.

**Reports to:** Board of Directors

**Supervises:** Nurse Manager and Staff (Volunteer), Nurses and Physicians

**Status:** Volunteer

**Qualifications**

- A. Candidate must be a committed Christian who demonstrates a personal relationship with Jesus Christ as Savior and Lord.
- B. Must exhibit a strong commitment and dedication to the sanctity of all human life and would never refer or advise a woman to have an abortion. (When a situation arises where a woman's life is at risk the clinic advocates taking measures to preserve her life, making every effort to insure that the woman and her child can both be saved.)
- C. Exhibits a strong commitment and dedication to sexual purity.
- D. Agrees with and is willing to uphold the Statement of Faith, Statement of Principle, and the policies of the center.
- E. Exhibits a sincere desire to reach out to abortion vulnerable and abortion minded women with love and compassion.
- F. Is licensed and in good standing with the Ohio State Medical Board, and is board certified in Obstetrics and Gynecology, Family Practice or Radiology.
- G. Exhibits strong interpersonal and administrative skills.
- H. Is Biblically literate and able to lovingly express the Biblical standards of sanctity of human life, forgiveness, and salvation.
- I. Must be able to respond effectively to the most sensitive inquiries or complaints.
- J. Is able to make effective and persuasive presentations on controversial or complex topics to the board, constituents, medical community, clients and medical team.
- K. Is dependable, stable and capable of following through on commitments.
- L. Respects confidentiality.

## **Responsibilities**

- A. Provides professional supervision of medical service team.
- B. Provides oversight of development of quality assurance program, including the establishment and annual review of all medical policies and procedures.
- C. Provides signed orders for the administration of medical services with monthly review.
- D. Provide medical services as needed.
- E. Documents all clinical findings, observations, and medical care in patient's record.
- F. Reviews and signs all ultrasound reports unless signed by another qualified physician.
- G. Provides on-call consultation for medical staff for patient assessments, questions, or medical emergencies.
- H. Complies with all state and professional licensing and continuing education requirements.
- I. Assists with the recruitment and selection of medical staff.
- J. Provides supervision of and guidance of medical service staff.
- K. Ensures that all medical personnel adhere to professional standards of care and state/federal regulations.
- L. Provides oversight for chart audits and physician staff and peer reviews.
- M. Participates in annual overview of medical services with director and nurse manager.
- N. Participates in semi-annual medical staff meetings.

Board Approval 2/16/09

Revised 3/18/13