

**MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION**

PHYSICIAN

JOB DESCRIPTION

Employees in this job function as professional physicians in a general or specialized area of medicine.

There are two classifications in this job.

Position Code Title – Physician-E

Physician P17

This is the experienced level. The employee performs a full range of professional physician assignments in a full-functioning capacity. Extensive independent judgment is required to carry out assignments that have substantial impact on services or programs. Availability of guidelines is limited and theories, principles, and practices of the profession must be utilized to determine appropriate courses of action.

Position Code Title – Physician-A

Physician 18

This is the advanced level. The employee functions as a staff specialist in a particular field of medicine or as a consultant in a specialized program area.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

General Practitioner or General Internist

Directs a medical service in a state facility.

Examines patients using standard medical procedures, and using all types of equipment, instruments, and tests of the medical profession.

Provides routine and emergency medical treatments.

Prescribes medications for patients.

Provides consultation to patients, their families, patient treatment teams, and others regarding patients' diagnoses, health status, and treatment plans.

Prepares medical case histories.

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Reviews the condition and progress of patients and makes diagnoses.

Reviews nursing reports and performs physical examinations of patients released from the medical department to other program areas.

Orders and analyzes diagnostic tests.

Establishes medical procedures; directs and trains professional nursing staff, physician assistants, nurse practitioners, medical technicians, and non-professional nursing care personnel in patient care and treatment programs.

Maintains current knowledge of medical procedures, methods, and techniques.

Provides expert testimony in administrative or legal proceedings.

Maintains records and prepares reports and correspondence related to the work.

Performs related work as assigned.

ADDITIONAL JOB DUTIES

Physician 18 (Staff Specialist)

Performs diagnostic and treatment medical and surgical services in a given specialty area recognized by the American Medical Association or the American Osteopathic Association.

Prescribes treatments for patients with acute and/or chronic diseases and/or disorders in a recognized specialty area.

Physician 18 (Medical Consultant)

Provides consultative services for a specialized program and its serviced agencies.

Directs surveys and evaluation of specific programs.

Reviews medical cases and responds to questions submitted by staff.

Interprets medical information provided by other medical professionals to determine eligibility for benefits under the Social Security Act, Medicaid, or Children's Special Health Care Services.

Contacts other physicians and medical specialists to obtain additional information or to clarify information presented by claimants for benefits.

Adjudicates medical disability claims.

Plans, organizes, and conducts screening programs.

Provides training to other health care professionals and support staff in medical review cases.

Prepares and presents informational material for and provides information to laypersons and other medical professionals.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Considerable knowledge is required at the experienced level and thorough knowledge is required at the advanced level.

Knowledge of the techniques and practices of medicine and surgery.

Knowledge of current literature and developments in the field of medicine and surgery.

Knowledge of laboratory methods and techniques.

Knowledge of the equipment and tools used in the field of medicine.

Ability to conduct medical examinations in routine and emergency situations.

Ability to diagnose medical conditions and interpret findings to lay persons and professionals.

Ability to use equipment and techniques of the medical profession.

Ability to direct personnel in the delivery of medical care.

Ability to assume responsibility for a treatment program in a state facility.

Ability to work with non-cooperative clientele.

Ability to provide expert testimony in administrative or legal proceedings.

Ability to maintain records, and prepare reports, and correspondence related to the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

Additional Knowledge, Skills, and Abilities

Physician 18

Knowledge of the specialty to be practiced.

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Ability to recognize and treat medical disorders within the specialty area.

Ability to use equipment and techniques of the medical specialty.

Ability to direct physician and other professional staff.

Ability to review and adjudicate medical disability claims.

Working Conditions

Some jobs require an employee to be exposed to diseases and illnesses.

Some jobs require direct contact with patients or prisoners.

Some jobs are located in a correctional facility, a mental health facility, or a hospital facility.

Some jobs require contact with non-cooperative patients.

Physical Requirements

None.

Education

Possession of a medical degree from an accredited school of medicine.

Experience

Physician P17

One year of post, medical degree, full-licensure experience in the practice of medicine or osteopathic medicine and surgery.

Physician 18

Three years of post, medical degree, full-licensure experience in the practice of medicine or osteopathic medicine and surgery.

Special Requirements, Licenses, and Certifications

Possession of a license to practice medicine or osteopathic medicine and surgery in Michigan.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

<u>Job Code</u>	<u>Job Code Description</u>
PHYSICIAN	Physician

<u>Position Title</u>	<u>Position Code</u>	<u>Pay Schedule</u>
Physician-E	PHYSICNE	W22-053
Physician-A	PHYSICNA	W22-054

ECP Group 2
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TeamLeaders