**Physician Standard Job Description**

**Classification Title:** Physician

**FLSA Exemption Status:**Exempt

**Pay Grade:** Commensurate

**Minimum Pay:** $196,970.50

**Job Description Summary:**

The Physician, under general direction, works with other medical faculty to deliver health care to patients and may assist in the day-to-day operations for assigned area.

**Essential Duties and Responsibilities:**

**30% Clinical Diagnosis and Care**

* Diagnoses illnesses, diseases, and other conditions and provides general medical care including ordering and interpreting diagnostic tests, prescribing medications and treatments, and providing counseling and education regarding health maintenance and disease prevention.
* Coordinates treatment with other health care providers.
* Provides medical leadership and consultation to staff on prevention, diagnosis, care, and treatment of health problems.

**20% Documentation and Record Keeping**

* Maintains accurate and comprehensive medical records.
* Completes documentation of patient encounters in the electronic medical records system in a timely manner.
* Maintains documentation for evaluation of clinical care.

**10% Compliance and Regulation**

* Acts in accordance with all relevant licensing boards and local, state, and federal laws and regulations related to the practice of medicine.
* Remains current on and adheres to departmental and university policies and procedures.

**10% Quality Improvement and Education**

* Participates in continuing medical education and in-service activities.
* Meets performance and quality indicators as determined by leadership.
* Actively participates in peer review, accreditation, and other quality improvement activities.

**10% Staff Training and Leadership**

* May train and evaluate the work of others.
* Provides direct supervision for clinical/patient care activities including chart reviews.
* Reviews and countersigns charts for assigned staff and provides effective feedback regarding patient care treatments and electronic medical records.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* Doctor of Medicine (M.D.) or Doctor of Osteopathic Medicine (D.O.) or equivalent combination of education and experience.

**Required Experience:**

* None

**Required Licenses and Certifications:**

* Full unrestricted medical license issued by the Texas Medical Board.
* Licensure must be maintained for continued employment.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Additional Information:**

**Machines and Equipment:**

* Computer
* Telephone

**Physical Requirements:**

* Ability to lift and move heavy objects.

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

**Yes**

**No**

**Does this classification have the ability to work from an alternative work location?**

**Yes**

**No** 