

Pavillon
Job Description

Name:	Position: Associate Medical Director and SUD Physician
Reports To: CEO	Positions Supervised: Mid-level medical providers

Education Requirements: Board North Carolina and South Carolina Licensed MD or DO; ASAM or Board Certification in Addictions required.

Experience Requirement: Significant experience in the substance use disorder field. Strong clinical/medical background in substance use disorder field, along with exceptional management and organizational skills.

Job Summary: Serves as the Associate Medical Director and assists in leading the multidisciplinary team in the treatment of all patients. Provides individual outpatient services for select individuals.

Criminal record background check must meet Pavillon criteria as outlined in the application for employment.

Duties and Responsibilities:

- Complies with policies, standards and rules established by Pavillon.
- Paid Time Off (PTO) requests must be submitted and approved by the employee's manager prior to scheduling PTO time and holidays off.
- Be a part of Pavillon's medical/clinical team and will attend and participate in all clinical/medical team meetings.
- Responsible for the medical care of all Pavillon patients' history and physicals, health and care while in treatment; supervision of the detox of those patients requiring such.
- Provide lectures to patients and families.
- Conduct "Professionals Group" as required.
- Participate in professional assessment and evaluation of professionals.
- Work closely with the nursing and medical staff - collaborating and informing these staff of treatment decisions.
- Cover "On Call" for a week at a time every other week.
- Participate in Peer-to-Peer reviews for insurance reimbursement and CARF standards.
- Provide lectures to outside audiences at Lunch & Learns, conferences and other Pavillon sponsored events as requested.
- Follow the Principles of Medical Ethics of the American Medical Association, all federal and state laws relating to the regulating of Medical Practice, and rules, policies as established by Pavillon.
- Conduct self professionally, ethically and consistent with the appropriate standard of care in work.
- Cooperate with Pavillon as requested in the completion of any necessary forms and contracts for third-party reimbursement, or other purposes.
- Complete and maintain patient medical records in a legible, complete, accurate and timely manner.
- Provide full cooperation to Pavillon's attorneys in any litigation and other matters that may arise during contract term.
- Comply with all continuing medical education requirements as needed to maintain licensure in both North and South Carolina, and as otherwise required for medical specialty.
- Cooperate and communicate regularly and professionally with Pavillon employees regarding the job duties outlined in the job description.
- Establish and maintain all licenses and permits necessary to perform duties.
- Other duties as assigned by Medical Director and/or CEO.

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Competencies:

Knowledge:

- Knowledge of Substance use Disorder (SUD) Medicine principles and practices
- Knowledge of detoxification management
- Knowledge of dual diagnosis and the psychopharmacologic management within a recovery safe based substance use disorder treatment setting
- Knowledge of and experience in compliance with residential facility standards (licensing and CARF)
- Substance Use Disorder etiology, treatment and prevention
- Pharmacology and psychopharmacology of alcohol and drugs (both drugs of abuse and drugs used in the treatment of substance use disorders), and the effects of these drugs
- SUD processes including: models and theories of SUD; social and cultural context of SUD; biological, psychological and social effects of SUD; and differentiation of SUD from other medical and psychological conditions
- Various treatment models and relapse prevention approaches
- Practical application including use of interdisciplinary approaches and teams in treatment; assessment and diagnostic treatment modalities; adapting treatment strategies to a client's individual characteristics and needs; and the use of other resources in securing the best available services for the client.
- Professional standards of practice including recognizing the needs of diverse populations and adherence to ethical and professional standards of conduct.
- Knowledge of applicable federal and state laws.
- Knowledge of 12-step programs (AA, NA,) and dual diagnosis
- Knowledge of current research in alcohol and drug treatment

Skills and abilities:

- Highly developed verbal and written communication skills.
- Demonstrated interpersonal skills; works as part of a team.
- Demonstrated management and supervisory skills.
- Demonstrated skill in clinical interviewing.
- Demonstrated ability in groups and individual therapy and counseling.
- First Aid and CPR Certification.
- Computer literacy: Microsoft Office, Electronic Medical Record, etc.

Safety Considerations:

- Must be able to sit and stand for long periods of time.
- Must be able to ascend and descend stairs.
- Must be able to assist clients and/or staff to safety in the event of an emergency.

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Personal History:

If there is a personal history with substance use disorder, employee must have two (2) years of sobriety/abstinence.

Acknowledgement:

I have received a copy of my job description. I understand the requirements of my job and will adhere to them.

Employee Signature

Date

Supervisor Signature

Date