



**Job Title:** FMS Hospitalist  
**Department:** Residency  
**Supervisor:** Residency Program Director/Designated Institutional Officer  
**FLSA Status:** Exempt  
**Approved Date:** Pending

### **Position Summary**

Physician will be responsible for providing hospital care medical services to CHCW patients at Yakima MultiCare Memorial Hospital. Physician will also be required to provide teaching services to the Central Washington Family Medicine Residents while performing the duties of the Family Medicine Service (FMS) Hospitalist. Leads the healthcare team to promote good health and prevent/treat illness and maximize function to our patients.

**Full Time:** While working as a daytime Hospitalist, Physician will work 7 days every other week. Schedule will start on Monday at 7 am and end on Sunday at 5 pm unless scheduled for evening call on Sunday evening. Physician will take 30 weeknights (Sun-Thurs) (1 night per week worked) and 10 weekend night (Fri/Sat) of call during the year.

While working as a nighttime Hospitalist, Nocturnist Physician will work 7 nights every other week. Schedule will start on Sunday at 5 pm and end on Thursday 7 am. Physician will take 30 weekdays (Sun-Thurs) (1 day per week worked) and 10 weekend night (Fri/Sat) of call during the year.

### **Essential Duties and Responsibilities** include the following. Other duties may be assigned.

1. Provide hospital care medical services to include:
  - a. Routine care for chronic, acute, and other health needs of patients admitted to the FMS. Visit types will include Emergency Department consultations, admission to participating hospitals, daily hospital visits, emergent care for unstable patients, discharge visits and other patient contact as needed according to patient status.
  - b. Take weekend and night call per the FMS attending distribution.
  - c. Work collaboratively with the Program Director, Chief Medical Officer, Faculty, hospital staff, and other CHCW staff to meet the FMS obligations to patients and hospitals, including services noted in job description.
  - d. Integration and management of care, to include:
    - i. Collaboration and communication with CHCW's out-patient clinics and other providers admitting patients to the hospital.
    - ii. Work collaboratively with hospital and CHCW Care Coordination staff assigned to FMS in-patients; and
    - iii. Perform and manage referrals as appropriate and necessary to the care of patients, to include specialty consultation and services, ancillary services, and others.
2. Participate as a faculty member of CWFM-R in the FMS hospital rotation, including, but not limited to:
  - a. Attend and participate in teaching rounds daily.

- b. Present regular teaching sessions with the inpatient residents.
  - c. Serve as the primary liaison with the hospital medical staff for the residency; and
  - d. Work to improve teaching skills based on annual performance evaluation.
3. Provide timely and complete billing for applicable services provided.
4. Perform timely documentation of services, using prescribed tools, appropriate to the service provided and to support the billing submitted.
5. Provide timely documentation on resident performance meeting ACGME and AOA standards.
6. Comply with:
  - a. Applicable Hospital Medical Staff and CHCW policies and procedures.
  - b. Board Certification requirements for applicable specialty and hospital requirements.
  - c. Hospital and CHCW quality improvement and risk management programs; and
  - d. State and federal rules as applicable, including participation rules for Medicaid and Medicare programs.
7. Participate in the education and training of faculty physicians to maintain consistent compliance of all attending physicians with hospital requirements.
8. As mutually agreed, participate in the clinical training of medical and other allied health students.

### **Competencies**

To perform the job successfully, the following competencies should be demonstrated.

**Attendance/Punctuality** - Is consistently at work and on time, as established; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.

**CHCW Culture** - Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and principles; upholds organizational values; follows policies and procedures; supports organization's goals and values; shows respect and sensitivity for cultural differences; follows instructions; responds to management direction; takes responsibility for own actions; commits to long hours of work when necessary to reach goals; completes tasks on time or notifies appropriate person with an alternate plan; asks for and offers help when needed.

**Communications** - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills; participates in meetings; writes clearly and informatively; edits work for spelling and grammar; keeps others adequately informed; selects and uses appropriate communication methods.

**Customer Service for Internal and External Customers/Patients** - Manages difficult or emotional customer/patient situations; responds promptly to customer/patient needs; solicits customer/patient feedback to improve service ; responds to requests for service and assistance; meets commitments.

**Job Knowledge** - Competent in required job skills and knowledge; exhibits ability to learn and apply new skills; keeps abreast of current developments; requires minimal supervision; displays understanding of how job relates to others; maintains confidentiality per policy and regulations; fluent in Microsoft Office programs, including Word, Excel, PowerPoint and Outlook and job related software and computers; uses resources effectively; pursues training and development opportunities; adapts to new technologies; keeps technical skills up to date.

**Problem Solving** - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics; adapts to changes in the work environment; changes approach or method to best fit the situation.

**Planning/Organizing** - Prioritizes and plans work activities; uses time efficiently; plans for additional resources; sets goals and objectives; organizes or schedules other people and their tasks; develops realistic action plans.

**Quality Management** - Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness; applies feedback to improve performance; monitors own work to ensure quality.

**Safety and Security** - Observes safety and security procedures; determines appropriate action beyond guidelines; reports potentially unsafe conditions; uses equipment and materials properly.

**Teamwork** - Exhibits objectivity and openness to others' views; gives and welcomes feedback; establishes and maintains effective relations; exhibits tact and consideration; offers assistance and support to co-workers; works cooperatively in group situations; works actively to resolve conflicts.

### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Education and/or Experience**

Graduation from an accredited medical school and successful completion of an accredited residency. Prior teaching experience required. FQHC/CHC experience preferred but not required. Prior experience working with medically underserved populations and working with an Electronic Health Record (EHR) preferred. Experience working on an inpatient medicine service or completion of a hospitalist fellowship preferred but not required.

### **Certificates, Licenses, Registrations**

Current WA State Medical License, board certified, DEA, current BCLS, and ACLS card. No restriction from participation with the Medicaid or Medicare programs. Ability to obtain credentials from appropriate health plans, and to be covered by CHCW malpractice liability carrier. Bilingual in Spanish/English is preferred but not required.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; sit; reach with hands and arms and taste or smell. The employee must occasionally lift and/or move up to 25 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

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Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Print Name

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date