

**Community Health Alliance of Pasadena (ChapCare)  
Job Description**



**Title:** Primary Care Physician - Family Practice, Pediatrics  
**Department:** Medical  
**Reports To:** Chief Medical Officer  
**Directs:** Mid-Level Providers; Licensed Vocational Nurses; Medical Assistants  
**EEOC:** Professional  
**FLSA Status:** Exempt

---

**Summary**

As a member of the ChapCare Medical Group, the Family Practice Physician will provide continuing, comprehensive health wellness, preventive and medical care to entire families regardless of sex, age, or type of problem. Follows established departmental policies, procedures and objectives, continuous quality improvement objectives, and other control standards. Directs ambulatory care and services for registered ChapCare patients. Directs and supervises other health care providers and nonmedical personnel, as well as, participates in quality assurance, quality improvement, peer review and special projects.

**ChapCare's Expectations of all Employees**

- Adheres to all ChapCare's Policies and Procedures
- Conducts self in a manner that represents ChapCare's core values at all times
- Maintains a positive and respectful attitude with all work-related contacts
- Communicates regularly with her/his immediate supervisor about Departmental and ChapCare concerns
- Consistently reports to work prepared to perform the duties of the position
- Meets productivity standards and performs duties as workload necessitates

**Essential Duties and Responsibilities**

- Manages and maintains a program of comprehensive health for the patients, to include preventive medicine, behavioral sciences, and community health.
- Prepares and reviews medical histories and obtains data through interviews.
- Examines patients, formulates diagnostic plans, defines and orders required diagnostic testing. Interprets examination findings and test results, and implements treatment plans. Prescribes and assesses effectiveness of pharmaceuticals, other medications, and treatment regimens as appropriate for patient medical conditions.
- Determines need for consultation and assists in medical care and treatment provided at the direction of other specialists.
- Participate in other care procedures according to training and demonstrated ability.
- Provide supportive and definitive care to patients with primary care appropriate medical conditions, based on documented and demonstrated proficiency.
  
- Manages primary care services, formulates plans and procedures for operating outpatient services directed toward health maintenance as patient's primary care provider.
- Actively participates in the Family Practice Clinic by supervising assigned medical staff, nurses, and other medical technicians as assigned.
- Determines needs for, and advises on kind and quantity of, medical supplies and equipment if applicable.
  
- Responsible for coordinating medical care with internal and external medical specialties as needed.



Employee Name:

Job Title: Physician      Hrs. Worked Per Day: 8      Hrs. Worked Per Week: 40

**Physical Demands**

The physical demands below are typical of those that must be met by the employee to successfully perform the essential functions of the position. Reasonable accommodations may be available for individuals with disability.

Activity (Hours per day)	Never 0 Hours	Occasionally Up to 3 Hours	Frequently 3-6 Hours	Constantly 6-8+ Hours
Sitting		X	X	
Walking			X	
Standing			X	
Bending (neck)			X	
Bending (waist)			X	
Squatting	X			
Climbing	X			
Kneeling	X			
Crawling	X			
Twisting (neck)		X		
Twisting (waist)		X		
Hand Use: Dominant hand R L				
Is repetitive use of hand			X	
Simple Grasping (right hand)			X	
Simple Grasping (left hand)			X	
Power Grasping (right hand)		X		
Power Grasping (left hand)		X		
Fine Manipulation (right hand)			X	
Fine Manipulation (left hand)			X	
Pushing & Pulling (right hand)		X		
Pushing & Pulling (left hand)		X		
Reaching (above shoulder level)		X		
Reaching (below shoulder level)		X		
Keyboarding with both hands				X

Weight	LIFTING					CARRYING				
	Never 0 Hours	Occasionally Up to 3 Hrs.	Frequently 3-6 Hrs.	Constantly 6-8+	Height	Never 0 Hours	Occasionally Up to 3 Hrs.	Frequently 3-6 Hrs.	Constantly 6-8+	Distance
0-10 lbs		X			---	X				---
11-25 lbs		X			---	X				---
26-50 lbs	X				---	X				---
51-75 lbs	X				---	X				---
78-100 lbs	X				---	X				---
100+ lbs	X				---	X				---

Describe the heaviest item required to carry and the distance to be carried:  
Minor medical equipment from room to room 3-5 feet. May be need to help lift patient in emergency situation.

Other job requirements specific to the Job :

1. Working with Bio-hazards such as blood borne pathogens, sewage? Yes
2. Exposure to radiation? No
3. Other :

### **Acknowledgement**

I have read this job description and understand that in accepting this position I indicate can meet the essential functions of this position and other work requirements with or without accommodations. I understand my obligations to follow the policies and procedures governing the performance of my duties and to practice the ethical standards of conduct and behavior expected in my association with the residents and tier families, visitors, co-workers and business associates of the facility. I accept the position of \_\_\_\_\_ and will perform the duties to the best of my abilities

I am requesting the following accommodations \_\_\_\_\_

\_\_\_\_\_

Comments/Remarks: \_\_\_\_\_

\_\_\_\_\_

Employee signature: \_\_\_\_\_ Date \_\_\_\_\_