



THE UNIVERSITY of MISSISSIPPI

JOB DESCRIPTION

Staff Physician

Definition of Class

This position provides high quality medical care by examining patients and determining the appropriate treatment plans illness or injuries. The incumbent conducts examinations, assesses and evaluates symptoms, determines conditions, and prescribes medical treatment or services.

Examples of Work Performed

Reviews records and detailed medical history from patient including current physical ailments or illness, past medical history, review of systems, family history, habits, and allergies.

Determines appropriate diagnosis and prescribes specialized treatment plans.

Issues orders for needed lab work and evaluates lab results.

Explains diagnosis and treatment plan to patient in order to educate the patient on his illness, its implications, probable outcomes and prevention.

Prescribes medications or drugs and provides comprehensive instructions administration.

Requests further medical evaluations as necessary and may make referrals.

Consults with counseling staff regarding relevant cases.

May serve as preceptor to Nurse Practitioners who practice in Student Health.

Prepares adequate documentation of all patients encountered.

Performs similar or related duties as required or assigned.

Essential Functions

These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring department.

1. Provides high quality medical care by examining patients and determining the appropriate treatment plans illness or injuries.

Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration

through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 25 pounds.

Vision: Requirements of this job include close vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is frequently required to sit. The incumbent is periodically required to talk and hear. The incumbent is occasionally required to stand; walk; reach with hands and arms; and stoop, kneel, crouch or bend.

Experience/Educational Requirements:

Education:

Medical degree from an accredited medical school and a post-graduate internship or residency in specified area.

AND

Licensure:

Must be license to practice medicine by the State Medical Licensure Board and Board Certified or eligible for certification in Family Practice or a related field.

Interview Requirements

Any candidate who is called to an agency for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

Rev. 07/11/2017

The University of Mississippi is an EOE/AA/Minorities/Females/Vet/Disability/Sexual Orientation/Gender Identity/Title VI/Title VII/Title IX/504/ADA/ADEA employer. The University complies with all applicable laws regarding equal opportunity and affirmative action and does not unlawfully discriminate against any employee or applicant for employment based upon race, color, gender, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, veteran status, or genetic information. The University of Mississippi is an "at will" employer. This job description does not constitute an employment contract or negate "at will" employment.