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# Example of Hospitalist Job Description

Our company is growing rapidly and is hiring for a hospitalist. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for hospitalist

* Coordinates work with nurses, pharmacists, social workers, case managers and other health care team members
* Provides leadership and training in education to graduate medical and other approved educational programs
* Functions as the Hospital’s attending physicians for Educational Programs
* Provides timely and accurate completion of medical and billing records
* Participates in hospital’s utilization management, risk management and performance improvement programs
* Participates in patient care and administrative activities that complement the educational program
* Answer department phones in a professional and efficient manner
* Create an ongoing census of patients for each hospital daily
* Assign new admissions to hospitalist via rotation schedule, working with hospital providers in a professional manner
* Laundry and office supply inventory and ordering

## Qualifications for hospitalist

* Maintain Alaska medical license, American Board of Family Practice certification, current DEA number, and all certificates necessary for qualification to be recognized as faculty by the American Board of Family Practice, authorized by the Board of Medical Examiners of the State of Alaska
* Maintain participating provider status in the Medicare/Medicaid programs
* Both days & night 12 hour shifts - majority being days
* Open ICU coverage with full subspecialty support including Pulm/CC for co-management and consults
* Rotating, evenly distributed work schedule
* Fully integrated EPIC electronic medical record system