



Example of Director Medical Job Description

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Our company is searching for experienced candidates for the position of director medical. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for director medical

- Serves as the chief subject matter expert for all staff regarding the clinical aspects of IMR
- Performs clinical reviews of IMR cases (~50% of hours billed)
- Contributes clinical expertise for the development of new business
- Manage and maintain monthly and quarterly technical assistance plans for the project
- Manage project monitoring and evaluation efforts and the project's performance monitoring plan
- Participate in new business development through involvement in proposal and sponsor meetings as requested
- Coordinate with other departments in all phases of the studies and trials including feasibility assessments, design processes, educational efforts, management of medical information, and reviewing and editing of medical documents
- Follow specific research related protocol and lead others in strict adherence to the policies
- Chart audit and peer review
- Acting as an integral part of the management team

Qualifications for director medical

- Medical license must be active and unrestricted

- Board certification in an appropriate specialty as recognized by the American Board of Medical Specialties (ABMS) or equivalent training and/or experience (certification must be maintained during the tenure as Medical Director)
- General knowledge of the requirements and application of the Health Insurance Portability and Accountability Act (HIPAA) and patient care documentation standards
- The ability to meet the physical requirements of the position, including the ability to sit, bend, stoop, walk, and stand for extended periods of time