



Example of Family Medicine Job Description

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Our innovative and growing company is hiring for a family medicine. 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 family medicine

- Administer prescribed medications orally, topically, and by injection
- Maintain pharmacy supplies and prevents expiration of pharmaceuticals and IV solutions stocked by the Clinic
- Clean exam rooms after each use and prepare room for next patient
- Maintain patient medical records and ensure proper documentation of examinations, evaluations, and treatments rendered, laboratory and radiology procedures and results, and prescriptions written or authorized in the office or by telephone
- Instruct patient in examination and diagnostic procedures that are to be performed
- Accept responsibility for managing all patient telephone calls of a clinical nature, communicating with the physician as appropriate and providing information to the patient as directed by the physician
- Encourage a supportive environment for both staff and patients and is aware of the psychosocial and confidentiality needs of patients and their families
- Assist providers in patient examination, evaluation, and clinical procedures as needed
- Analyze patient data and plan nursing interventions based on assessed needs
- Validate patient's response to care or treatment and reassess when significant change occurs in patient condition to revise the patient's plan of care

Qualifications for family medicine

- Consideration will be given to those with previous experience leading a community-based clinic
- Ability to prepare grant proposals and academic evaluation reports
- Experience or interest in clinical research
- Doctorate (professional)
- Must have earned an MD or DO degree or equivalent from a recognized medical school