Example of Internal Medicine Job Description

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Our company is searching for experienced candidates for the position of internal 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 internal medicine

- Maintain confidential health records per specifications
- Communicate as needed with resident/clients, family members/friends and surrogates concerning proposed treatments
- Ensure resident/client's health and safety, right of choice, privacy and independence during all appointments
- Schedule resident/client appointments and perform other clerical duties as needed including a monthly calendar
- Seek out Volunteer assistance as needed in the clinic and provides support and direction to those who volunteer to help in the clinic
- Order and maintain all clinic supplies
- Creates a comprehensive and coordinated plan of care across all settings including hospitals, clinics, and Skilled Nursing Facilities (SNFs), which take into account medical records, patient and family, primary care physicians, and specialists
- Makes hospital rounds daily
- Attends to patients in the SNFs and attends SNF meetings to review cases
- On call nights and weekends as scheduled

Qualifications for internal medicine

- Be involved in the governance of the group
- Active and Unrestricted IN Medical License

- Current LVN Licensure required
- Completion of accredited LVN program