



## Example of OB-GYN Job Description

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Our company is searching for experienced candidates for the position of OB-GYN. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

### Responsibilities for OB-GYN

- Prepare and review routine billing reports
- Maintain and improve technical knowledge of billing diagnosis codes, procedure codes and modifiers
- Works assigned worklists regarding no shows, Reschedule lists, tickler files and other practice management reports
- Addresses patients, families, physicians, and anyone appearing at the desk within one minute
- Collaborate with other Clerkship and Course Directors to ensure that curricular content is properly integrated across the curriculum
- Collaborate with leaders of longitudinal curricular elements (e.g., Clinical Skills, Health Systems, ) basic science educators to ensure that themes are adequately represented in the curriculum and properly integrated
- Oversee in-class sessions and out-of-class work
- Oversee clinical experiences including appropriate student roles and responsibilities student supervision
- Develop and oversee design and timely collection of formative and summative assessments
- Participate in Educational Quality Improvement data collection and projects

### Qualifications for OB-GYN

- Minimum of 1 year PostPartum/OB/GYN or Medical/Surg experience required

- Minimum one (1) year prior work experience in a professional environment
- Major closely related to department or area of internship (ex
- Enrollment in a related four (4) year program of study or enrollment in related graduate studies