

Oklahoma Department of Corrections
Unclassified Job Descriptor

CLINICAL DIRECTOR

Basic Purpose:

Positions in this job are responsible for guiding the clinical aspects of the department's statewide inmate health care activities, performing professional medical work diagnosing and treating inmate patients at a correctional facility(ies), supervising regional staff physicians and/or serving as a regional supervising physician within a geographic region of the state, and supervising the operations of statewide pharmacy services.

Typical Functions:

- Provides overall clinical guidance and consultation for the department's statewide inmate health care services; serves as the clinical liaison to department medical providers for the Deputy Director; ensures that appropriate health care protocols are established and implemented statewide; supervises the operations of the pharmacy, ensuring pharmacological practices and utilization is reviewed regularly.
- Establishes and maintains guidelines for ongoing quality improvement and case management processes; supervises the regional lead physicians providing guidance and leadership on policy issues, medical protocol, and standards of care and compliance; may be assigned to serve as a regional supervising physician.
- Coordinates and provides oversight for medical peer review and mortality review, and may serve on medical or related committees as assigned.
- Provides medical treatment, diagnostic, and appropriate specialty referral services at a correctional institution or facility; performs complete physical examinations on inmates; directs laboratory and x-ray procedures and interprets results; prescribes treatment and therapy; prescribes medications in accordance with the department's defined formulary; provides emergency care as appropriate.
- Completes medical charting, progress notes, admitting and discharge summaries as appropriate; audits, reviews and inspects medical charts for the assigned region for quality control and review purposes; applies both utilization and risk management principals; establishes and implements quality improvement activities as appropriate.
- Performs pre-employment physical examinations in accordance with health services policy.

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Knowledge, Skills, and Abilities:

Knowledge of modern principles and practices of medicine and the use of pharmacological medications. Knowledge of, and skill in, the principles of management and supervision. Ability to establish and maintain effective working relationships; to exercise independent judgement; and to diagnose and treat patients according to accepted medical practices and principles.

Education and Experience:

Statutorily Required: N/A

Minimum Qualifications: An unrestricted license to practice medicine in the state of Oklahoma and six (6) years of professional medical experience as a physician.

Preferred Qualifications: The qualifications noted above plus experience in corrections and/or managed health care with three (3) years experience in a professional medical administrative and supervisory capacity.