



## KODIAK AREA NATIVE ASSOCIATION

### **Family Medicine Physician**

**Full Time/Eligible for Full Benefits Package**

**Salary/Exempt**

**Reports To: Clinical Director**

**Summary:** To provide patient and family focused medical care in accordance with KANA's mission, vision, core values, key strategies, policies, and procedures. The care will be consistent with the highest recognized standards of clinical medicine. Family Medicine Physicians provide healthcare to infants, children, adolescents, obstetrical, adults and geriatric patients in both the inpatient and outpatient setting.

**Essential Duties and Responsibilities** include the following.

Quality-team based care with the focus on the patient, family, and community.

Performs routine general medical and specialized duties that fall within a Family Medicine Physician's technical and educational expertise to Alaska Natives and other Beneficiaries of KANA, including participation in call rotation schedule as assigned.

Remains current in improvements in the field of medicine and strives to incorporate those improvements into the program when appropriate, maintaining licensure and other credentials as required.

Participates as an integral member of the health division in the provision of medical services by collaborating with other health professionals to provide the KANA beneficiary complete and comprehensive care.

Follows established protocol for patient referrals within and outside the Alaska Tribal Health system.

Actively participate and embrace in KANA's continuous quality improvement activities.

Monitor and share necessary information to facilitate risk prevention activities with management.

Participate in peer review sessions with other providers.

#### **Service**

Continually strive to improve patients experience and quality of care by focusing on key leverage points of optimal patient access, continuity, team based care, clinical information systems, patient self-management, and community engagement.

Represents KANA in a positive and respectful manner assisting in the promotion and maintenance of good public relations among staff, community groups, and professional organizations.

Communicates effectively with patients, colleagues, subordinates, management, and other KANA staff.  
Practice meaningful customer service skills addressing patient and staff needs courteously and promptly.

Promote and maintain professional staff relationships.

Supervise medical students, residents, physician extenders and community Health Aide clinical practice.

### **Stewardship**

Focus on the economic aspects of our practice.

Participate in and support group decisions. Behave in a manner consistent with group goals.

Correctly documents entries and maintains patient charts as outlined in the KANA Medical Clinic policies and procedures.

Coordinates and participates in community outreach programs, serve on KANA committees, and prepare reports or other documentation as directed, assigned, or required.

Attends all OSHA, HIPAA, and other regulatory compliance training as directed or required.

Accurately and promptly provides coding, billing or other financial information to KANA billing and Finance Officers and follows up insurance pre-authorizations as required or when requested.

Manage simultaneously multiple tasks, including telephone, computer operations and in-person visits.

Works with Contract Health Services to prioritize medical needs of patients. Works within the CHS budget to ensure financial stability.

**Education, Certificates, Licenses, Registrations:** Graduation with a degree of Doctor of Medicine or Osteopathic Medicine from a U.S. medical school, or an Osteopathic Medical School listed as approved by the American Council on Graduate Medication/Education and hospitals, American Medical Association in the list published for the year of graduation, and completion of an approved internship/residency in Family Practice. Foreign medical school graduates may be considered if they have passed the FLEX Exam or equivalent and completed an approved U.S. internship or residency program.

Permanent and full or unrestricted license to practice medicine in the State of Alaska.

Prefer Board Eligible/Board Certified. Obstetrical training/experience preferred.

Must successfully pass the Indian Child Protection and Family Violence Prevention (ICPA) background check.

ACLS and PALS required within 6 months of hire. ALSO, NRP, and ATLS may be required for inpatient care.

*KANA is an Equal Opportunity Employment (EOE) employer exercising Native preference in accordance with P.L. 93.638*

**To learn more or to submit an application, visit <http://kodiakhealthcare.org/>.**

**Please contact the KANA Human Resources office at [careers@kodiakhealthcare.org](mailto:careers@kodiakhealthcare.org) with any questions.**