

Job ID: 277026

Business Title Supervising Physician, Bureau of School Health/SH Medical

Civil Service Title CITY MEDICAL SPECIALIST (PART-

Title Code No 53040 **Level** 02

Title Classification

Proposed Salary Range \$ 73.37 - \$ 78.59 (Hourly)

Work Location 139 Myrtle Ave., Brooklyn

Division/Work Unit SH Medical

Job Description

The Office of School Health (OSH) is a joint program of the Department of Health and Mental Hygiene and the Department of Education responsible for promoting the health of the 1.3 million school children enrolled in approximately 1,800 public and nonpublic schools in New York City. This is achieved through a combination of public health initiatives, case management, education and direct clinical services.

School physicians have been serving the students of NYC for over a century. For additional information regarding the role of the school health physician, please refer to the AAP Policy Statement <http://pediatrics.aapublications.org/content/pediatrics/131/1/178.full.pdf>.

DUTIES WILL INCLUDE BUT NOT BE LIMITED TO:

Under the supervision of the Deputy Medical Director, the Supervising Medical Doctor's responsibilities will include but not be limited to:

- Supervise School Health Physicians.
- Work within the mandates, policies and protocols of the Office of School Health (OSH).
- Attend to the health needs of a designated school community.
- Utilize the Automated Student Health Record (ASHR) to maintain accurate student health records.
- Serve as a consultant to the school nurse and school administrative staff regarding school related health concerns.
- Support the development of school educational and prevention programs promoting the health and wellness of students.
- Participate in policy development and revisions as indicated.
- Provide clinical assistance in the event of an environmental or communicable disease occurrence.
- Function as a liaison for students with community health providers to resolve health issues that affect school functioning.
- Develop and maintain professional relationships within the school community and the community at large.
- Support all medical initiatives put forth by the Office of School Health, e.g. Asthma, Reproductive health, Obesity and Diabetes Initiatives.
- Keep abreast of health management policy statements and emerging research within the health community affecting school health.
- Assist with or provide trainings/presentations to school health physicians, nurses, school staff, community organizations or parents
- Participate in School Health research and quality improvement activities

- Participate in all mandated DOHMH and Office of School Health trainings and professional development sessions
- Attend all program meetings and Continuing Medical Education classes provided by the Office of School Health.

Minimum Qual Requirements

Possession of a valid license to practice medicine in the State of New York; and either:

- a) Valid Board Certification issued by the appropriate American Specialty Board in any specialty area required by the agency; or
- b) Current approved application on file for admission to the certifying examination given by the appropriate American Specialty Board in any specialty area required by the agency.

To be assigned to Assignment Level II, individuals must have, in addition to meeting the minimum qualification requirements for Assignment Level I described above, one year of satisfactory experience practicing in the specialty area.

To be assigned to Assignment Level III, individuals must possess:

- a) A valid license to practice medicine in the State of New York; and
- b) A Master's degree in Public Health, or equivalent Master's degree, including or supplemented by graduate credits in epidemiology and biostatistics. Completion of Epidemic Intelligence Service program of the Center for Disease Control and Prevention may be used to substitute for this Master's degree; and
- c) At least two years of satisfactory experience after receipt of the Master's degree, or equivalent, in the practice of epidemiology. Specialty Board Certification or eligibility may be substituted for one year of this experience.

To be assigned to Assignment Level IV, individuals must possess:

- a) A valid license to practice medicine in the State of New York; and
- b) Completion of an approved residency program in an accredited hospital, including three years of experience, in either internal medicine, or family practice, or pediatrics, or another related specialty area required by the Department of Health and Mental Hygiene; and
- c) Valid board certification or board eligibility issued by the appropriate American Subspecialty Board in Infectious Disease, Pulmonary Medicine, or a related subspecialty; and
- d) Completion of an approved fellowship program in an accredited hospital, including two years of experience, in either infectious diseases, or pulmonary medicine, or another related subspecialty required by the Department of Health and Mental Hygiene.

Preferred Skills

- Experience with clinical and/or administrative supervision of physicians
- Effective communication and interpersonal skills
- Proficiency in internet usage and computer software programs, such as Microsoft Word, Excel and Outlook
- Board Certification in Pediatrics or Adolescent Health
- Master's Degree in Public Health (MPH)

Additional Information

****IMPORTANT NOTE TO ALL CANDIDATES:**

Please note: If you are called for an interview you will be required to bring to your interview copies of original documentation, such as:

- A document that establishes identity for employment eligibility, such as: A Valid U.S. Passport, Permanent Resident Card/Green Card, or Driver's license.

- Proof of Education according to the education requirements of the civil service title.

- Current Resume

- Proof of Address/NYC Residency dated within the last 60 days, such as: Recent Utility Bill (i.e. Telephone, Cable, Mobile Phone)

Additional documentation may be required to evaluate your qualification as outlined in this posting's "Minimum Qualification Requirements" section. Examples of additional documentation may be, but not limited to: college transcript, experience verification or professional trade licenses.

If after your interview you are the selected candidate you will be contacted to schedule an on-boarding appointment. By the time of this appointment you will be asked to produce the originals of the above documents along with your original Social Security card.

****LOAN FORGIVENESS**

The federal government provides student loan forgiveness through its Public Service Loan Forgiveness Program (PSLF) to all qualifying public service employees. Working with the DOHMH qualifies you as a public service employee and you may be able to take advantage of this program while working full-time and meeting the program's other requirements.

Please visit the Public Service Loan Forgiveness Program site to view the eligibility requirements:

<https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>

To Apply

Apply online with a cover letter to <https://a127-jobs.nyc.gov/>. In the Job ID search bar, enter: job ID # 277026.

We appreciate the interest and thank all applicants who apply, but only those candidates under consideration will be contacted.

Residency Requirement

New York City Residency is not required for this position