

Detailed Job Description

Job Title: Medical Director
Reporting to: CMO
Department: Medical Management
Hours: Full-time .4-.7 FTE negotiable
Performance Review period: Annual
Revision Date: 02/06/18

GENERAL DESCRIPTION

The Medical Director is an integral part of the leadership team, focused on optimizing our physician members' performance to succeed in population health.

Responsibilities & Duties:

- Reviews available quality, utilization, and risk performance data for United Physicians. Ensures that systems and/or programs are developed by UP leadership and operations to support best practice. Identifies providers whose performance falls outside of expected norms and develops corrective action plans with the provider.
 - Supports practice transformation team in their work with individual practices as needed. Provides data analysis and performance improvement opportunities to practices when requested.
 - Provides leadership in the development and coordination of clinical and population health programs
 - Leads and provides oversight of Credentialing function and NCQA accreditation processes and policies
 - Represents United Physicians in external forums that seek to improve the health of the community and effectively manage resources regionally. This could include regional collaboratives and payer groups.
 - Maintains collaborative relationships with member physicians, health plans and other health care providers across southeast Michigan.
 - Is well informed on programs with which United Physicians is contracted, including ACO, PGIP, HICM, CPC+, PDCM, SIM, and others.
 - Partners with administrative staff in the development of policies and procedures that support the activities above
 - Supports physician and/or practice educational efforts
 - Act as a clinical resource to the company as a whole and participate in the development and execution of strategies supporting population health
 - Identifies and tracks appropriate outcomes such as improved HEDIS scores on quality measures, reduced utilization of unnecessary utilization. .
 - Attends and provides support to Clinical Initiatives Internal work group.
 - Provides clinical oversight for Care Management as appropriate or necessary.
 - Attend or lead meetings as requested
 - Other duties as assigned
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Qualifications:

- Fully accredited, board certified medical doctor licensed to practice in the state of Michigan
 - A minimum of 10 years clinical practice experience
 - Minimum of 3 years prior health plan medical director experience or other health care administrative leadership experience preferred
 - Valid unrestricted State of MI Drivers License and ability to drive to multiple locations
 - Willingness to continue to maintain a clinical role at a minimum of .3 FTE is preferred.
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Performance Skills:

- Proficient in computer applications related to work including Microsoft Office Suite (MS Word, Powerpoint and Excel), electronic medical records and patient registries.
 - Outstanding quality, cost, and patient experience of care performance, if available
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Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.