



## **JOB POSTING: Chief Medical Director**

### ***The Opportunity - Chief Medical Director***

As a privately held not for profit entity, our organization agency works to provide World Class behavioral healthcare services in a fiscally responsible and sustainable manner. Accordingly, we are seeking the right and very qualified candidate to become part of our Team to assist in continuing to develop World Class medical and behavioral health practices to support our mission and values.

The role of Chief Medical Officer is an integral part of our organization providing insight and behavioral health/ medical support to our agency. Our Chief Medical Director will work collaboratively with our other physicians, nurse practitioners and providers to deliver our highest level of client care.

The position will work approximately 20 hours per week to provide oversight to the medical team. The ideal candidate will need to be a person with high integrity and someone that respects the mission of our agency and understands the importance of doing so in a fiscally responsible manner. Our organization is continually changing and growing and as such, it will be important for our new candidate to be a progressive thinker. The successful candidate will be a hands on, detail oriented, proven leader with an understanding of the behavioral health field and be committed to the delivery of the very best client care.

The Chief Medical Director will have oversight and overall responsibility for ensuring compliance and best medical practices for CommQuest. This includes working collaboratively with our existing Physicians, Executive Leadership Team, and providers to ensure the all metrics and guidelines are being met to provide the best client care.

### ***Professional Competencies & Tasks:***

- Provides medical and administrative supervision, direction and evaluation to other providers within CommQuest.
- Evaluates and reviews the work of other medical providers for appropriate diagnosis, treatment, and chart documentation.
  - Completes random chart reviews for quality assurance or reviews charts identified by administrative or clinical staff as needing further evaluation.
- Acts as collaborating physician for nurse practitioners employed at CommQuest.
- Provides oversight of program budget and monitors staff production to ensure fiscal effectiveness
- Provides clinical supervision as required & requested.
- Assists with investigation of patient and provider grievances related to program staff, processes, or policies.
- Monitors program staffing and efficiencies to assure optimal client access and care.
- Participates in the analysis, evaluation, preparation, implementation and adherence to CommQuest program policies and procedures. May also be asked to provide input related to global agency policies and procedures.

- Participates in the analysis, evaluation, preparation, and implementation of integrated health services.
- Provides consultation and direction related to best practices for the implementation and use of electronic medical records.
- Provides consultation and direction related to best practices for the conversion to and on-going implementation of revised billing codes and program practices.
- Provides consultation and direction to medical records staff related to the management and/or release of clinical documents.
- Provides evaluations and medication management services to clients of mental health and substance abuse services.
- Provides appropriate clinical documentation and follow up for services/treatment activities. Completes timely documentation for billing purposes.
- Serves as a senior member of multidisciplinary agency team.
- Works collaboratively with other agency program administration including medical staff to achieve program goals.
- Promotes CommQuest's mission, vision, and strategic goals both internally and in the community

### ***Education and Experience Requirements***

The successful candidate must be a Physician (Medical Doctor or Doctor of Osteopathy) licensed to practice medicine in the in the State of Ohio. Approved by the residency review committee of the American Medical Association, and American Osteopathic Association or the American Osteopathic Board of Neurology & Psychiatry or has been recognized as a psychiatrist by the Ohio State Medical Association or the Ohio Osteopathic Association on the basis of formal training. Three (3) or more years of medical practice limited to psychiatry per Section (E) of Revised Code. Has a strong knowledge of overall medical care, psychology, addiction medicine, sociology, anatomy, physiology, and psychiatry diagnostics.

The successful candidate will also have leadership skills and the ability to work independently and effectively lead the medical team and collaborate with other staff and departments to ensure the best client care in a cost effective manner.

**Interested parties, please send Resumes to: [HR@commquest.org](mailto:HR@commquest.org). Please include which position you are applying for in the subject line of the email.**

*We are an equal opportunity employer. All applicants will be considered for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, and veteran or disability status.*

[www.commquest.org](http://www.commquest.org)

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