

**TEXAS DEPARTMENT OF CRIMINAL JUSTICE
JOB DESCRIPTION**

POSITION TITLE: PHYSICIAN II
 Health Services

SALARY GROUP: B33

DEPARTMENT: Health Services Division

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III. MINIMUM QUALIFICATIONS

A. Education, Experience, and Training

1. Graduation from a college of medicine accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE) with a Doctor of Medicine degree as a medical or osteopathic doctor.
2. Five years full-time, wage-earning experience in providing direct patient care.
3. Five years full-time, wage-earning experience in the supervision of employees.
4. Correctional health care experience preferred.
5. Completion of a medical specialty residency with board eligibility or board certification in a medical specialty - primary care specialty training in family practice, internal medicine, or psychiatry preferred.
6. American Board of Medical Specialty certification in a primary care medical specialty (family practice, internal medicine, or psychiatry) preferred.
7. Currently licensed as a Medical Doctor to practice medicine without restrictions by the Texas Medical Board.
8. Current unrestricted Drug Enforcement Agency (DEA) and Texas Department of Public Safety (DPS) Controlled Substances Registration certificates.

Must maintain valid license(s) and certification(s) for continued employment in position.

B. Knowledge and Skills

1. Knowledge of the principles and practices of public administration and management.
2. Knowledge of the principles and practices of medicine.
3. Knowledge of the anatomy and physiology of the human body.
4. Knowledge of the standard uses of medicines for illnesses.
5. Knowledge of the languages used in pharmacy prescription writing.
6. Knowledge of the analysis prepared by medical laboratories.
7. Knowledge of the nomenclature and uses of medical equipment.
8. Knowledge of research methods, principles, techniques, and philosophies.
9. Knowledge of local, state, and federal laws and regulations relevant to correctional health care.

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10. Knowledge of agency and departmental organizational structure, policies, procedures, rules, and regulations preferred.
11. Skill to direct, organize, and evaluate program activities.
12. Skill in administrative problem-solving techniques.
13. Skill to communicate ideas and instructions clearly and concisely.
14. Skill to coordinate with other staff, departments, officials, agencies, organizations, and the public.
15. Skill to interpret and apply rules, regulations, policies, and procedures.
16. Skill to develop and evaluate administrative policies and procedures.
17. Skill to successfully diagnose and treat patients appropriately.
18. Skill in evaluating and monitoring health care delivery.
19. Skill in the use of computers and related equipment in a stand-alone or local area network environment.
20. Skill in the use of Microsoft Office Suite or equivalent to include word processing, spreadsheet, database, or presentation software programs.
21. Skill to research, compile, organize, review, and analyze technical data and prepare technical reports.
22. Skill to plan, assign, and supervise the work of others.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

- A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.
- B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.
- C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, typewriter, calculator, copier, fax machine, telephone, and automobile.