

Dilkon Medical Center

Job Vacancy Announcement #DDH-23-148

Closing Date: Open until filled



POSITION TITLE: Podiatrist

DEPARTMENT: Medical Staff

Position Summary:

Under general supervision of the Podiatrist/Director of Wound Management, the Podiatrist provides comprehensive Foot and Ankle services to patients. The Podiatrist is also integrally involved in the Wound Care Program. Upholds the principles of WIHCC's Vision, Mission, and Value Statements. Maintains confidentiality of all privileged information at all times.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

Essential Duties & Responsibilities:

- Maintains regular attendance and punctuality.
- Interviews and examines patients, reviews past medical history, and requests and/or performs diagnostic test and examinations necessary to obtain all possible information for each case.
- Diagnoses and treats patients of all ages with a wide range of medical problems involving the lower extremities, ranging from routine preventive care to the more complex and difficult to identify and treat, including emergency care.
- Refers patients for admission to acute medical/surgical inpatient settings when care cannot be adequately provided on an ambulatory basis.
- Coordinates and integrates information on all such referrals and assures provision of timely follow-up care as required.
- Oversees the WIHCC Wound Management program, coordinating work of multiple disciplines, including Nursing, Medical Staff, Diabetes Program, Physical Therapy, Nutrition, and Public Health Nursing to assure standards of care and optimal outcomes for patients with complex wounds and diabetic ulcers.
- Maintains privileges at local community hospital, Little Colorado Medical Center, to perform surgical procedures on appropriate patients requiring advanced hospital intervention for lesions involving the lower extremities.
- Serves periodic on-call duties on nights, weekends and holidays for urgent/emergent podiatric cases as scheduled in collaboration with Chief Medical Officer.
- Makes appropriate entries of all care provided in patient medical records in accordance with Winslow Indian Health Care Center policies and procedures, as well as regulatory requirements, requirements of accreditation bodies and third party payers.
- Requires completion of tasks or duties assigned by a supervisor.
- Upholds all principles of confidentiality and patient care to the fullest extent.
- Adheres to all professional and ethical behavior standards of the healthcare industry.
- Adheres to WIHCC's Personnel Policies and Procedures, departmental policies, rules, and regulations.
- Interacts in an honest, trustworthy and dependable manner with patients, employees, visitors, and vendors.
- Possesses cultural awareness and sensitivity.
- Maintains compliance with all Human Resources requirements.
- Performs other duties as assigned.

Minimum Qualifications:

Degree in Podiatry required. Completion of three years of Podiatric residency at an accredited institution, board certification or eligibility in Podiatric Medicine, and maintains a current licensure as Podiatrist. Bilingual skills in English and Navajo language preferred. Must maintain a valid unrestricted and insurable driver's license. Must successfully pass a background investigation and maintain suitable requirements for a Child Care position. This position is considered as a Child Care position, which requires a satisfactory background check investigation and is subject to the requirements of the Indian Child Protection and Family Violence Prevention Act, as amended (henceforth referred as the ICPFVP Act).

Knowledge, Skills, Ability

- Knowledge and experience in general medical care, and specifically podiatric care.
- Knowledgeable and sensitivity to, cultural and language differences.
- Knowledge of strong work ethics in the workplace.
- Knowledge of basic application of confidentiality.
- Knowledge of duties and responsibilities of the position.
- Knowledge of basic computer skills, e.g. Outlook, Word, Excel, PowerPoint.
- Knowledge of, and sensitivity to, cultural and language differences.
- Ability to be dependable in attendance and job performance.
- Ability to meet attendance, overtime (if necessary), and other reliability requirements of the job.
- Ability to accept and learn from feedback.
- Ability to work as a team member and develop productive and cooperative working relationships with nursing staff and health care providers within the facility as well as healthcare staffs in hospitals and nursing homes, private practices, and law enforcement agencies throughout the community.
- Ability to effectively communicate both in written and verbal.
- Ability to provide exemplary customer service at all times.
- Ability to interact positively with others and possess great interpersonal skills.
- Ability to multitask and perform well under pressure.
- Ability to have self-confidence.
- Ability to be a great team player.
- Ability to accept and learn from supervisor/peer critique.
- Ability to be flexible and adaptable to the changing needs of the organization.
- Possess excellent interpersonal skills in handling interactions with hospital staff, other agencies, groups, and patients and families.

Physical Demands:

While performing the duties of this job, the employee regularly is required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to taste or smell. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment:

Work is performed both in clinical and office setting with a moderate noise level. Work environment may involve exposure to physical risks, such as blood-borne pathogens and patients with infectious disease, and may involve operating potentially dangerous equipment or working with chemicals. Evening and/or weekend work may be required. Extended hours and irregular shifts may be required.

As required by P.L. 93-638, absolute preference will be given to qualified Navajo applicants. If there is no qualified Navajo applicant, preference will be given to qualified American Indian applicants.