



JOB DESCRIPTION

TITLE: CHIEF MEDICAL OFFICER/MEDICAL DIRECTOR
REPORTS TO: CHIEF EXECUTIVE OFFICER
STATUS: 50% TO 100% FTE, EXEMPT
LOCATION: ANTIOCH OR RICHMOND, CA
PAY: \$245K to \$295K DOE

OUR MISSION & VISION

The Brighter Beginnings mission to “*support healthy births and successful development of children by partnering with parents and helping to build strong communities*“, gains its strength and aspiration from our core belief and vision that, *Every family matters, and every child deserves a happy, healthy future.*”

OUR HISTORY

Brighter Beginnings is a 501c3 nonprofit organization and has been responding to the needs of families in resource-poor neighborhoods since 1984 when our work began in response to the alarming differences in mortality and illness rates among African American babies compared to other children.

Brighter Beginnings has grown into a respected and well-connected organization with locations in Oakland, Richmond, Bay Point, and Antioch. We have a multi-cultural, bi-lingual staff of passionate and committed family-service professionals; in fact, many of our staff came to this work because of the challenges they faced in their own families.

Position Summary:

The CMO, also referred to as Medical Director, will be responsible for overseeing all patient care and working with the Brighter Beginnings Family Health Clinic providers to ensure quality outcomes. The Medical Director will work with providers and management to maintain center policies, procedures and protocols and assist in strengthening provider productivity, provider recruiting, center strategic planning, and ensuring center compliance with State and Federal Primary Care clinic requirements.

QUALIFICATIONS:

1. Medical Degree (MD or DO) from an accredited Medical School and subsequent family practice residency training program, preferred.
2. Preference to an employment history serving the medically underserved and disenfranchised members of our society.
3. Strong preference to recent employment as a Chief Medical Officer or Medical Director in a Medi-Cal or Medicaid managed care health plan, or community-based health care system.
4. Five years clinical experience working in an ambulatory care setting with adults and children desirable.
5. Two years supervisory experience of other clinical staff including providers desirable.
6. Direct work experience in an FQHC or similar safety net health care environment is highly desirable.

EDUCATION AND LICENSURE

1. Licensed by the State Board of Medical Examiners to practice medicine in the state of California
2. Certified by an appropriate American Medical Specialty Board (preventive medicine, family practice, pediatrics or internal medicine)

RESPONSIBILITIES:

GENERAL DESCRIPTION

1. As Medical Director, supervises the clinical health services of the Brighter Beginnings Family Health Clinics.
2. Work in coordination with the CEO, Board of Directors and Director of Family Health Clinics and Chief Operating Office in planning programs and administering the health budget.
3. Provide direct patient care 70% of your time. Work as a provider 3.5 days/ week if hired as full-time staff and 1.5 days/ week work on Admin functions.
4. Review and collaborate on all practice protocols for nurse practitioners and clinic policies and procedures.
5. Participate in quarterly clinical pertinence chart review studies in order to enhance patient outcomes.
6. Review any medical records as requested by providers for quality care and treatment issues.
7. Assist CEO in negotiation and review of all managed care contracts.
8. Maintain patient confidentiality in accordance with HIPAA regulations.
9. Will report concerns regarding quality assurance or practice issues to CEO and Clinical Manager.
10. In coordination with the health management team, make employee appointments, dismissals and any other personnel changes.
11. Initiate and develop special clinics and programs to meet the needs of the community including diabetes, asthma or other chronic disease management programs.
12. Establish and maintain understanding and cooperation with local organizations toward effective community health.
13. Plan and conduct in-service triggering programs for personnel.
14. Applies principles of primary, secondary and tertiary prevention in the chronic diseases of public health significance using activities and resources that include screening, referral, patient evaluation, supportive and rehabilitative services, and program evaluation.
15. Participate in board meetings, staff meetings, planning meetings and other meetings, as needed.
16. Provide direct leadership for Quality Assurance, Utilization Review and Medical Advisory Committees.

SUPERVISORY RESPONSIBILITIES

This position may supervise interns or volunteers.

OTHER JOB REQUIREMENTS

Job requires passing a background check, passing a TB, Physical Exam, provide updated vaccination records, Hepatitis B vaccination, Covid vaccine and annual flu vaccination.

SPECIAL ADA REQUIREMENTS

Brighter Beginnings is in full compliance with the Americans with Disabilities Act (ADA) and does not discriminate with regard to applicants or employees with disabilities, and will make reasonable accommodations when necessary. 1. For the purposes of ADA, the “Responsibilities” and “Qualifications” are essential job functions. 2. Work is normally performed in a typical interior/office work environment, with typical office noise and other disruption.

3. Limited physical effort is required.

4. Both standing and sitting are required, with most of the job time spent sitting. Approximately three-quarters of the time is spent using a computer keyboard.

5. Various types of equipment/supplies are used to accomplish the job requirements and include, but are not limited to, pens, pencils, calculators, computer keyboards, telephone, printers, etc.

6. Required to drive to other work sites for meetings, conferences, etc.

BENEFITS

Competitive wages, friendly environment, two weeks of vacation (increase after 1 year of employment), 13 paid holidays; sick leave; employer-paid health, dental, vision, life and disability insurance; optional employee-paid dependent health coverage available, 403b retirement account with discretionary match, FSA, Transit Benefit and EAP. Employees working full-time will receive these benefits.

****We sponsor H1B visa, green card, J1 visa, TN Applicants.**

APPLY

If you're interested in this position, please email resume to jobs@brighter-beginnings.org or apply on indeed. Please make sure to subject the email with the position title that you are applying for.

