

LOS ANGELES UNIFIED SCHOOL DISTRICT
Human Resources Division

Class Description
SCHOOL PHYSICIAN
SCHOOL PHYSICIAN – BILINGUAL SPANISH

Job Purpose

Serves in Student Medical Services (SMS) within the Student Health and Human Services Division (SHHS.) Provides consultation/evaluation on student health issues; provides routine and episodic health care to District students and siblings; conducts medical evaluations and coordinates care for Special Education students; and serves as a liaison between schools, parents, and community providers/agencies.

Reports to

Director, Student Medical Services or designee for administrative, functional, and technical direction.

Subordinates

None

Functions

Essential Functions

1. Responds to medical/health emergencies; works with crisis teams including providing assistance in terrorism-related emergencies.
2. Provides evaluative and health care services including sports physicals to District students at District sites as well as sites developed in collaboration with community partners; prescribes medications for commonly encountered pediatric episodic illnesses.
3. Provides clinical supervision to nurse practitioners.
4. Confers with parents/legal guardians; communicates with community healthcare providers; assists with care coordination and linking students to medical home; documents evaluative findings, recommendation plans, and all student-related communications; prepares written reports; acts as an ongoing consultant to school personnel.
5. Requests and reviews medical reports on Special Education students; conducts medical evaluations as necessary; attends Individualized Education Program (IEP) meetings; conducts case conferences with Special Education nurses; responds to due process cases and attends hearings.
6. Provides evaluative/consultative services on communicable diseases in schools and prescribes prophylactic/preventive treatment for communicable diseases as arranged by SMS/Health Department as requested/arranged; provides consultation/evaluation to school nurses on issues relative to immunizations including tuberculosis testing.
7. Provides health evaluations/consultations in the event of an environmental and/or safety concern at District sites; confers/communicates with parents and community providers.
8. Ensures student (patient) privacy and confidentiality in compliance with the Health Insurance Portability and Accountability Act (HIPAA) regulations; completes entries in student records/clinic charts; and returns the completed records to the designated clinic/school staff before leaving the facility.
9. Participates in the SMS Quality Improvement activities; conducts proctoring and peer reviews; develops and monitors performance and outcome measures; assists with data collection and analysis; participates in multi-disciplinary teams to develop a continuous quality improvement plan for assigned sites.
10. Provides backup during the SMS Director/designee's absence; assists with policy development; develops and conducts presentations.

11. Serves as a substitute physician when coverage is necessary; reevaluates case(s) as assigned by the SMS Director/designee for a second opinion; provides consultation to peers.
12. Serves as a resource for health education activities including classroom presentations relative to health promotion and disease and injury prevention.
13. Travels to any District school/clinic site and sites developed in collaboration with community agencies as assigned; attends SMS staff and other meetings.
14. School Physician – Bilingual Spanish provides all services listed above in English as well as Spanish when such language utilization is appropriate.

Other Functions

1. During periods of critical personnel shortage or other emergency situation, shall temporarily perform any duties, as directed, within the authorization of any credentials held by the incumbent that are registered with the Office of the Los Angeles County Superintendent of Schools and that are part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned.

Qualifications

Knowledge, Skills, Abilities, and Personal Characteristics

1. Knowledge and understanding of health needs of children and adolescents; knowledge of and sensitivity to complex health needs and concerns of children with special needs and their families.
2. Ability to make and accept responsibility for decisions based on clinical findings, counsel students and parents, and provide consultation to school staff and medical community.
3. Ability to comply with HIPAA regulations.
4. Ability to accommodate and incorporate current health care practices commensurate with professional standards and medical advances, and to function efficiently and effectively to maintain productivity standards.
5. Ability to provide clinical supervision and conduct Quality Management and Improvement functions such as proctoring, peer review, and data collection and monitoring performance measures.
6. Ability to work effectively and cooperatively with all racial, ethnic, language, disability, linguistic, and socioeconomic groups.
7. Ability to maintain good public relations and to communicate effectively with students, parents and school personnel.
8. Ability to compose and comprehend written communication.
9. School Physician – Bilingual Spanish must possess the ability to communicate effectively in English and Spanish with A-level fluency.
10. Ability to maintain punctuality and attendance by adhering to assigned work hours.
11. Ability to travel anywhere within District and/or SMS clinic sites developed with community partnership.

Experience

Special training and/or experience in pediatrics and/or adolescent medicine or a related subspecialty, especially in the area of developmental pediatrics, mental retardation, learning and behavior disorders, infectious diseases, assessment and rehabilitation of physically disabled students and sports medicine.

Education

Required

Graduation from an accredited medical school

Desirable

A master's degree in public health

License and Credentials Required

1. All the following current/renewed credentials/documents must be submitted:
 - a. Valid license as a physician and surgeon issued by the Medical Board of California
 - b. Controlled Substance Registration Certificate from the Drug Enforcement Administration
 - c. Specialty board certification if applicable
 - d. CPR certificate
 - e. Curriculum Vitae
 - f. Continuing Medical Education certificate(s)
 - g. Completed credentialing/re-credentialing application, when requested.
2. One of the following California credentials authorizing infant, preschool and K-12 service must be in force and on file in the Office of the Los Angeles County Superintendent of Schools:
 - a. Health and Development Credential authorizing service as a school physician; or
 - b. Services Credential with a specialization in health authorizing service as a physician.

Health

Physical and mental fitness to engage in health services as certified by a licensed physician and surgeon or medical officer pursuant to Education Code Section 44839, and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.

Special Requirements

1. A valid California Driver License and the use of an automobile
2. Medical instruments/equipment and supplies necessary to conduct a complete examination
3. Annual Bloodborne Pathogen training (new employees must complete prior to employment)

NOTE: This is a Physicians & Dentists Salary Table classification.

This class description is not a complete statement of essential functions and responsibilities. The District retains the discretion to add or change typical duties of a position at any time.

Updated 10/13

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