



# MEDICAL DIRECTOR

September 12, 2022

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



## BACKGROUND

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Catholic Charities of Orange, Sullivan, and Ulster, as one of the human service agencies of Catholic Charities of The Archdiocese of New York, is committed to building a compassionate and just society. Catholic Charities of Orange, Sullivan, and Ulster serves the homeless, the hungry, the emotionally and physically challenged, as well as immigrants, and the marginalized and vulnerable of Orange, Sullivan, and Ulster Counties. We collaborate with parishes, Catholic, and non-Catholic partners alike to assist people of all religions. We strive to be an integral part of the human service and care delivery system in Orange, Sullivan, and Ulster Counties, touching the lives of anyone in need of care, hope, and help. Last year, we served more than 42,000 individuals and families, regardless of race, religion, or ability to pay.

**Position:** Medical Director

**Department:** Catholic Charities of Orange, Sullivan, and Ulster – OASAS Treatment Programs

**Reports To:** Chief Clinical Officer

## Job Summary:

The Medical Director is a key management position at the agency and is a member of the Leadership Team. The Medical Director is responsible for the oversight of medical services provided by CCOSU's OASAS licensed treatment programs, including residential, outpatient and community-based services in Orange, Sullivan, and Ulster Counties. The Medical Director works collaboratively with agency leadership to foster and promote a multidisciplinary team approach in the provision of substance use disorder service delivery. The scope of responsibility includes managing the overall health care services and contracted independent providers; the provision of direct care delivery to patients; consultation with program directors and their teams; participation in collaborative projects with community partners; administrative functions; and assisting CCOSU in the program development and staff training for a variety of holistic treatment approaches that complement substance use disorder counseling and treatment.

## Required Regulatory Responsibilities:

In accordance with the NYS OASAS Part 800 regulations, each program must have a physician designated by the program to be the medical director. The medical director is a physician who has overall responsibility for the following (this overall responsibility may not be delegated):

- Medical services provided by the program.
- Oversight of the development and revision of medical policies, procedures, and ongoing training for matters such as routine medical care/physical health services, specialized services, specialized medications, and medical and psychiatric emergency care.
- Collaborative supervision with the Chief Clinical Officer and Director of Nursing of non-medical staff in the provision of substance use disorder services.
- Supervision of medical staff, including contracted providers, in the performance of medical services.
- Oversight of the development of policies and procedures to ensure the provision of routine services, including but not limited to, means for the prompt detection and referral of health problems through adequate medical surveillance and regular examination as needed, implementation of medical orders regarding treatment of medical conditions and reporting of communicable diseases and infection in accordance with law.
- Oversight of the establishment of policies and procedures for public health education and screening for all patients regarding tuberculosis, sexually transmitted diseases, hepatitis, HIV and AIDS prevention and harm reduction.

- Assisting in the development of necessary referral and linkage relationships with other institutions and agencies including, but not limited to, general or specialty hospitals and 4 nursing homes, health-related facilities, home health agencies, hospital outpatient departments, diagnostic and treatment facilities, laboratories, and related resources.
- Ensuring the program compliance with all federal, state, and local laws and regulations.

### Additional Scope and Responsibilities:

- Provide direct care services including MAT, H&P, and ongoing healthcare as needed serving outpatient, residential and detox rounds. Consultation as needed. Ability to work effectively within Electronic Health Record.
- Tele-practice services to clients located in other CCOSU programs, CCOSU community-based services, or being referred from community medical partners. These would primarily be transfer of clients engaged in or needing to initiate or maintain Medication Assisted Treatment for opiate use disorders.
- Education, supervision, and support for CCOSU medical provider team of physicians, psychiatrists, and nurse practitioners. Assures all programs have required coverage including daily rounds in residential programs and vacation coverage among medical team members.
- Collaborates with the Director of Nursing & Medical Services to assure seamless care coordination between prescribers and nursing staff, with particular attention on the role of the medical clinic nursing coordinator.
- Assist CCOSU management in developing and maintaining effective collaborative working relationships with outside medical providers and institutions; represents CCOSU & attends local MATs-related coalitions/work groups.
- Provide consultation to program directors and clinical teams on individual patient care recommendations, collaborative patient centered care, and the coordination of care with other providers.
- Assist CCOSU in the development, implementation, staff training, and supervision, or in some cases the direct provision of, holistic treatment approaches that will provide a broad offering of services based on client need and interest. These may include mindfulness, yoga, guided meditation, acupuncture, and others.
- In collaboration with CCOSU Senior Management and the Behavioral Health Leadership Team, acts as an administrative partner and medical provider on community grants and projects.

### Working Conditions and Physical Demands:

The demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Required travel and ability to walk, stand, sit periods of over 1 hour at times.
- Operate laptop, computer, and other office productivity equipment.
- May encounter unpredictable client systems.

## Qualifications:

### **Education and/or experience:**

- 1 year of education, training, and/or experience in substance use disorder services.
- 1-3 years' experience with Medication Assisted Treatment.

### **Skills, licenses, and/or competencies:**

- Must be a licensed physician and currently registered as such by the NYS Education Department.
- Must be registered as a NYS Medicaid Provider.
- Active federal DATA 2000 waiver (buprenorphine certified) preferred or must obtain such waiver within six months of employment.
- Must hold a subspecialty board certification in addiction psychiatry from one of the following:
  - The American Board of Medical Specialties, an addiction certification from the American Society of Addiction Medicine, a certification by the American Board of Addiction Medicine (ABAM), or
  - Hold a subspecialty board certification in Addiction Medicine from the American Osteopathic Association.
  - Physicians may be hired as probationary medical directors if not so certified but must obtain certification within four years of being hired.
- Must have valid Driver's License and reliable transportation.
- Proficient with all Microsoft Office functions and client database systems.
- Strong methodical, written, and oral communication skills, interpersonal skills, and judgment, and a demonstrated capability for working cooperatively in a team environment.

**Travel:** 20%-30%; minimal overnight travel.

**Salary:** \$200,000-\$225,000 depending on qualifications and experience. This position offers comprehensive benefits and retirement plan. Details available from Human Resources.

**Application Deadline:** December 1, 2022  
*(We reserve the right to shorten the deadline for applications if we have sufficient interest. Please apply early to ensure your background will be considered.)*

**For consideration, please email resume to:**

Brent Morton  
Vice President  
Catholic Recruiter Associates  
[Brent@CatholicRecruiter.com](mailto:Brent@CatholicRecruiter.com)

**Note:** Only those selected for an interview with the search committee will be contacted.

Search managed by:



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