

JOB DESCRIPTION

POSITION TITLE:	SENIOR SPECIALIST	CODE:
DEPARTMENT:	Medical Staff	LEVEL: SENIOR SPECIALIST
PURPOSE:	Responsible for all patients with medical problems generally considered to fall his specialty. Such care is to be provided for both inpatients and outpatients. Maintains compliance with the Medical Staff Bylaws, Rules and Regulations of Saad Specialist Hospital, Ministry of Health and Joint Commission (JCIA) standards for the Department.	

1.0 ORGANIZATIONAL RELATIONSHIPS:

- 1.1 REPORTS TO:** Chief of Service
Consultants
- 1.2 RESPONSIBLE FOR:** Specialists
House Physicians

2.0 JOB SUMMARY: Responsible for all patients with medical problems generally considered to fall his specialty. Such care is to be provided for both inpatients and outpatients. Maintains compliance with the Medical Staff Bylaws, Rules and Regulations of Saad Specialist Hospital, Ministry of Health and Joint Commission (JCIA) standards for the Department.

3.0 DUTIES AND RESPONSIBILITIES:

- Functions as Senior Specialist, or Junior, Consultant, with responsibility to provide the highest quality of service to the patients under his care within the resources provided by the program. The Associate Consultant will be expected to set a good example in all activities that other doctors may emulate.
- The Senior Specialist investigates, diagnoses and treats medically and/or surgically all patients referred to him with routine conditions problems appropriate to his specialty. He will determine the need for clinical investigations and physiological testing appropriate to making his diagnosis, and will undertake the management of the patient's condition, with appropriate follow up, or arrange their referral to a specialist physician, or to another institute offering optimum treatment for that individual.
- The Senior Specialist will undertake first on-call duties, but will call in his Consultant for any non-routine or critically ill patients, or specific conditions as agreed with his Chief of Department.
- The Senior Specialist will undertake interventional procedures under supervision, as part of the patients' treatment and/or to reach a diagnosis, where appropriate, in line with his delineated clinical privileges, as approved and granted by the Credentialing and Privileging Committee of Saad Specialist Hospital.
- Participates in teaching programs in the Department and its sections, regular seminars, promotes clinical investigative work.
- The Senior Specialist will maintain the highest professional standard of documentation in line with policies and procedures and internationally accepted standards.
- The Senior Specialist will review discharge summaries, death summaries; and shall prepare reports and statistical analysis as required of him; such reports prepared in a timely manner-in accordance with the standards within the Department.
- Maintains professional links and contacts with other hospitals,

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universities (medical schools), international medical colleges and research centers, as required.

- Keeps current with new procedures and techniques in the field of his specialty.
- Adheres to the Medical Staff Bylaws, Rules and Regulations of Saad Specialist Hospital and assures that work performed is in keeping with established international standards of patient care.
- Required to be involved in the departmental Performance Improvement activities.
- Participates in providing education and support for all junior staff in the department and supports continuing medical education.
- Performs other applicable tasks and duties assigned within the realm of his/her knowledge, skills and abilities.
- Participates in committee membership, if assigned.
- The Senior Specialist has a responsibility to report any occurrence not consistent with the operation of the Hospital or standard of service for patients, employees or visitors and situations which put patients, staff and visitors at risk of injury or other harm.

4.0 EDUCATION AND LICENSURE:

- A medical degree such as MBChB, from a recognized university.
- Master Degree in specialty (or equivalent)
- Higher degree in specialty, e.g. FRCS, American Board (or equivalent)

5.0 PROFESSIONAL EXPERIENCE:

- Must hold a current license to practice medicine.

6.0 SPECIALIZED KNOWLEDGE:

- Must be fluent in spoke and written English with fluency in spoken and/or written Arabic preferred.
- Experience in the use and applications of computer programming and analysis as applied to medicine.
- Must be emotionally stable and in good physical health.
- Experience in Middle East or tropical country.

7.0 HOURS/SHIFT WORK:

As per Department on-call rota and/or shift system, where appropriate.

8.0 CONDITIONS:

This job description is subject to periodic review and may be changed at any time in consultation with the employee.

Date:

APPROVAL SIGNATURES:

Chief Medical Officer

Executive Director

Employee:

I.D. #

