



HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

TURKS & CAICOS ISLANDS GOVERNMENT VACANCY

JOB TITLE:	Internist
MINISTRY:	Health & Human Services
DEPARTMENT:	Primary Health Care
LOCATION:	Grand Turk however routine travel to the other islands is required

JOB SUMMARY:

The Specialist is generally accountable for the provision of Internal medicine services to specific patients/clients of the Primary Health Care Department based on generally acceptable standards. The Specialist is also expected to assist in the formulation of policies, and protocols relative to evidence-based, high quality, patient centered care.

TASKS AND RESPONSIBILITIES:

1. Provide evidenced based care to Internal Medicine out-patients and those patients referred to Internal Medicine for consultation as part of multidisciplinary care on all islands.
2. Diagnose, treats and manages acute medical conditions and chronic communicable and non-communicable medical conditions, requiring specialty care in community clinics and or public health facilities.
3. Provides leadership and participates in multi-disciplinary teams in the out-patient management of patients in the community.
4. Completes medical procedures, as appropriate, in out-patient setting.
5. Provides consultation to medical officers.
6. Liaise with hospitalist and other specialists in the management and continuity of care of patients.
7. Maintain current licensure, continuing medical education requirements and certifications in advanced life support.
8. Provide Internal Medicine support to team members out of hours as needed to assist with patients needing stabilisation prior to transfer.
9. Provide ethical, competent, empathetic and evidence-based patient care within acceptable and evidenced based standards.
10. Establish and review Clinical Guidelines and clinical pathways that prescribe the treatment plans for various medical conditions.
11. Be available by call for tele-consultation known as on-line medical control in the event of extenuating circumstances that require expert consultation for initiation of advanced treatment in the primary health setting.
12. Participate in the continuing education and training of medical staff, government agencies, and other key stakeholders in collaboration with CMO.
13. Collaborates in the development of protocols and procedures that enhance the delivery of quality, best practice medical care.
14. Participates in clinical committees that manage patients.





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15. Participates in the supervision of medical officers, nursing staff, emergency technicians, paramedics and medical support staff in collaboration with respective heads of department.
16. Maintains patient confidence and protects the department and patient by not disclosing sensitive patient information without the direct approval of the Chief Medical Officer.
17. Prepare medical reports for patients when required.
18. Adhere to all public service codes and regulations.
19. And any other related tasks which may be assigned by the job holder's Head of Department.

MINIMUM QUALIFICATIONS & EXPERIENCE:

- Medical degree, MBBS, MD or equivalent
- Doctor of Medicine (DM) in Internal Medicine or Completion of Accredited Residency program
- BLS (Basic Life Support), ACLS (Advanced Cardiac Life Support) United States (US) or Canadian State Board Certified
- Royal College Membership and or Fellowship
- Caribbean Association of Medical Councils Certificate
- Registration (and good standing) with Medical Board from country of origin
- Must have proven strong interpersonal skills
- Proven ability to work as part of a team
- Excellent customer service skills
- Education or experience in Health Education/Administration
- Ability to speak Spanish or Creole considered an asset
- At least three (3) years post DM, or Completion of Accredited Residency program (with recommendations from consultants)

SALARY: Grade 9.1 \$85,266.00 per annum plus allowances

APPLICATION PROCEDURE:

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

Applications should be addressed to The Director, Office of the Human Resource Management Directorate, Church Folly, Grand Turk.

Current serving officers must apply through their Head of Department.

Applications without all supporting documents will not be processed.

We thank all applicants for their interest, however, only persons selected for an interview will be contacted.

