



The Guidance Center of Westchester
256 Washington Street
Mount Vernon, NY 10553
TheGuidanceCenter.org

VACANT POSITION

POSITION: Medical Director

PROGRAM: The Guidance Center of Westchester's METRO program

HOURS: Monday – Friday 6:30am – 10:30 am or 7:00- 11:00 a.m.

Methadone Maintenance Outpatient Treatment Clinic

MINIMUM QUALIFICATIONS INCLUDE:

- MD
- New York State Medical License
- DEA Methadone certification
- Addiction Certification by ABPN, ASAM, ABAM, or AOA
- Two year of recent and direct experience in methadone maintenance program (preferred)
- Familiarity with Joint Commission, OASAS, DEA, DOH and OSHA standards.

SKILLS:

- Must be able to work in a fast paced environment and make decisions with input from multiple sources.
- Be able to think critically in a crisis situation.
- Ability to accurately assess clients in terms of substance use and provide recommendations for safe and effective treatment.
- Ability to work with clients in a stage of change appropriate treatment.
- Excellent verbal and written communication skills
- Ability to pay close attention to detail.
- Ability to be able to clearly communicate decisions pertaining to medication administration and client safety to staff and clients.
- Computer literacy required.

The TGCW team works with adults who have a history of opioid abuse and co-occurring mental health issues. The Medical Director supervises medical practices and procedures of the service operations. The candidate must ensure compliance with federal and state laws, federal and state regulations and other regulatory requirements, including NYS Department of Health. He/she is responsible for medical decisions related to Methadone and other MAT dosing including start-up, maintenance and detoxification as well as medical assessments and decisions.

The Medical Director is responsible to co-lead the Multi-Disciplinary with the Program Director. The team consists of a Medical Director, Psychiatrist, Program Director, Nursing Manager, Registered Nurses, Licensed Practical Nurses, Behavioral Health Counselors, Licensed Social Worker and part time therapists.

Some of the Medical Director's responsibilities include but are not limited to:

- Adheres to all medical policies and maintains standards of performance.
- Consults with service's providers regarding treatment of clients
- Assesses, diagnoses and treats clients within his or her area of competency
- Provides evaluation and care or medical emergencies
- Establishes and gives medical direction to program staff regarding health issues such as sexually transmittable disease, vaccine-prevention diseases, tuberculosis and chronic respiratory disease etc.
- Attends treatment staff meetings and medical staff meetings as scheduled by the service
- Participation in the agency QA committee.
- Supervise Physician's Assistant and co-sign medical record documentation
- Review and sign medical treatment plans
- Supervise nursing staff regarding medical issues
- Provide medical education sessions for Physician's Assistant and Nursing staff.

Sheila Rhodes, LCSW-R

Program Director METRO

Email: srhodes@theguidancecenter.org

Fax: 914-355-5425

Only those invited to interview will be contacted.

DATE: 1/28/19