

City of New York
DEPT. OF HOMELESS SERVICES
Job Vacancy Notice

Civil Service Title: Agency Medical Director	Level: M5
Title Code No: 5304A	Salary: \$86,683.00 - \$180,00.00 Frequency: ANNUAL
Office Title: Medical Director	Work location: 33 Beaver St, New York, NY 10004
Division/Work Unit: Policy & Planning/Health & Mental Health	Number of Positions: 1
Hours/Shift: Based on 24/7 operation	Agency Tracking #: 3043 POSITION#: 698

Job Description

REPOST

The NYC Department of Homeless Services (DHS) seeks an Agency Medical Director. Under the direction of the Deputy Commissioner for Policy & Planning, with wide latitude for the exercise of independent judgment, initiative and action, the Medical Director will oversee all clinical operations for DHS, including directly-operated DHS shelters and contracted DHS shelters, and supervise the Deputy Medical Director and other appropriate DHS clinical and contract management staff. S/he will regularly meet with the contracted providers' clinical staff; develop and monitor shelter clinical procedures and assessments; develop standardized assessments, processes, policies and procedures for identifying health, mental health and substance use disorders that affect client functioning; set and ensure appropriate quality assurance standards consistent with DHS standards; and oversee record reviews/audits for clinical services at shelters, among other duties. S/he will conduct oversight/monitoring of all DHS Clinical Services; develop contract standards including health, mental health and substance use assessments and services; assist in the development of contract language and relevant procurement(s); work with contract managers to provide oversight on related contracts throughout DHS shelters; and conduct oversight of contractor performance, including development, review and enforcement of Corrective Action Plans for noted deficiencies, among other oversight responsibilities. S/he will also serve as the primary clinical liaison for DHS programs and with external agencies including, but not limited to, other City agencies (DOHMH, H&H, HRA), State agencies (SDOH, SOMH OASAS), and community health, mental health and substance use services providers. The Agency Medical Director will supervise the management and reporting of clinical emergencies and other incidents, including review of critical events and post-incident follow-up; organize/develop and deliver relevant clinically-related training for DHS shelter and contracted shelter staff; oversee recruitment of DHS clinical staff; and review and approve contractor clinical staff and staffing patterns/ratios.

Qualification Requirements

1. Possession of a valid license to practice medicine in the State of New York; valid Board Certification issued by the appropriate American Specialty Board in an approved medical specialty; and four years of medical practice, including one year of experience in an administrative or supervisory capacity. OR
2. A combination of education and/or experience equivalent to that listed in "1" above. However, all candidates must have a valid license to practice medicine in the State of New York and not less than one year of medical practice in an administrative or supervisory capacity.

Preferred Skills

Board certification in psychiatry and documented completion of ACGME-accredited residency in psychiatry. Not less than six years of management experience in health, mental health, substance use and/or social services provider setting.

Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for two continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

To Apply:

For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities/Careers.

For all other applicants, please go to NYC Careers by using the following link <https://a127-jobs.nyc.gov/>.

Most public libraries have computers available for use.

No phone calls, faxes, e-mails and personal inquiries permitted.

Post Date: 4/7/2016

Post Until: Until Filled

JVN: 071-2016-238012

The City of New York is an Equal Opportunity Employer.