



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

1. JOB TITLE	2. DIVISION	3. DEPARTMENT
SPECIALIST PRIMARY CARE PHYSICIAN II – CHILD HEALTH	COUNTY HEALTH ADMINISTRATION □ NARIVA/MAYARO □ ST. ANDREW/ST. DAVID	PRIMARY CARE SERVICES
4. ORGANISATIONAL RELATIONSHIP	5. NATURE & SCOPE	
The Specialist Primary Care Physician II – Child Health would have a dual reporting relationship to the County Medical Officer of Health and the Head of Department, Paediatrics at the Sangre Grande Hospital.	The Specialist Primary Care Physician II – Child Health is responsible for facilitating the effectiveness of clinical primary care services and also administratively throughout the Authority. He/She assists the County Medical Officer of Health in Health System Management, manages and ensures implementation of clinical, medico-legal, educational and health promotional activities.	
6. SPECIFIC ACCOUNTABILITIES		
The Specialist Primary Care Physician II – Child Health: □ Ensures the effective delivery of quality preventative and curative care services by managing all health care activities in Child Health within the primary care setting. □ Treats and manages children who have minor illnesses, acute and chronic health problems, infections, injuries and growth and development concerns. □ Provides clinical leadership and guidance in the Child’s Health Services within Primary Care. □ Liaise with secondary care Pediatricians to ensure continuity care for patients. □ Ensures that the principles of clinical governance and risk management are applied within Child’s Health Services within the County. □ Undertake medico-legal duties as may be reasonably required with specialist advice, if necessary. □ Collects and records medical information from patients, family members, or other medical professionals. □ Monitors patients’ condition and progress and re-evaluate treatments as necessary. □ Prescribes and administers treatment, therapy, medication, vaccination, and other specialized medical care to treat or prevent illnesses, diseases, or injuries in infants and children. □ Provides health and wellness advice to patients, program participants, or caregivers. □ Provides advise to patients, parents or guardians, and community members regarding diet, activity, hygiene, and disease prevention. □ Explains procedures, discuss test results and prescribes treatment with patients and parents or guardians. □ Plans and executes medical care programs to aid in the mental and physical growth and development of children and adolescents. □ Collaborates with the relevant stakeholders in the delivery of healthcare programs within the County. □ Prepares government and organizational reports on disease statistics and the medical status of children and adolescents in each cluster in collaboration with the County Medical Officer of Health and other functional heads of departments/cluster, to ensure that the services provided meets the health needs of the community. □ Analyzes records, reports, test results, or examination information to diagnose medical condition of children and adolescents and appropriately recommend for entry to care pathway, effectively prioritize and refers children and adolescents for further treatment at a secondary care facility, as required. □ Performs clinical work in the region including but not limited to conducting medical examinations, diagnosing, providing prognoses, writing case records and medical reports. □ Participates in continued education programs to observe current trends in medicine. □ Participates in the budget/business plan preparation, as necessary. □ Prepares monthly and annual reports on activities, as required. □ Performs other related duties as may be required by the appropriate Authority.		

<p>7. KEY KNOWLEDGE, SKILLS AND ABILITIES</p> <ul style="list-style-type: none"> □ Knowledge of the principles and practices of medicine including the diagnosis of a variety of diseases and injuries. □ Knowledge of principles and practices of preventative medicine. □ Knowledge of Public Health Ordinance and of medical jurisprudence. □ Management skills and the ability to work in teams. □ Ability to gain confidence and co-operation of patients, and to establish and maintain effective working relationships with other employees and the public.
<p>8. MINIMUM TRAINING AND EXPERIENCE</p> <ul style="list-style-type: none"> □ Training as evidence by the possession of a Medical Degree from a recognized institution. □ Doctor of Medicine in Paediatrics or equivalent. □ Post-graduate training in Primary Care and Family Medicine or Public Health or equivalent training from a recognized institution would be an asset. □ At least eight (8) years experience in the field of Paediatrics, five (5) years of which should be in a supervisory position. □ Specialist Registration with the Medical Board of Trinidad and Tobago in the field of Paediatrics. □ Any equivalent combination of training and experience
<p>9. SUPERVISORY RESPONSIBILITIES</p> <ul style="list-style-type: none"> □ Medical Officers I □ House Officers □ Pharmacists II □ Pharmacists I □ Dentist □ Auxiliary Staff
<p>10. COMMUNICATION AND WORKING RELATIONSHIP</p> <p><i>Internal:</i></p> <ul style="list-style-type: none"> □ County Medical Officer of Health □ Head of Department, Pediatrics □ General Manager-Finance □ General Manager-Human Resources □ Other members of the Management Team □ Primary Care Nurse Manager □ Senior District Health Visitor □ District Health Visitor □ Public Health Inspectorate □ Area Administrative Officer □ Primary Health Care Services Administrative Officer □ Medical Personnel □ Other Heads of Departments <p><i>External:</i></p> <ul style="list-style-type: none"> □ Ministry of Health □ Other Regional Health Authorities □ World Health Organization (WHO) & Pan American Health Organization (PAHO) □ Other NGOs □ Other Stakeholders