



Ninilchik Traditional Council

P.O. Box 39070

Ninilchik, Alaska 99639

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ninilchiktribe-nsn.gov

ADULT/CHILD PSYCHIATRIST VACANCY ANNOUNCEMENT

ANNOUNCEMENT DATE: November 27, 2018

CLOSING DATE: When Filled

POSITION TITLE: Adult/Child Psychiatrist

POSITION BEGINS: January 2019

POSITION TYPE: .5 FTE Part-Time - Dependent
on available funding

SALARY: DOE

POSITION SUMMARY:

The Adult/Child Psychiatrist helps Ninilchik Traditional Council (NTC) Community Clinic patients by evaluating medical and psychosocial conditions, developing and implementing treatment plans, including prescription of psychotropic medications, and monitoring and evaluating treatment results.

PRIMARY JOB DUTIES AND RESPONSIBILITIES (Including but not limited to):

1. Evaluates patients by interviewing them, the family, and other persons; conducting physical examinations; observing behaviors; reviewing medical history and related documents; selecting, administering, and interpreting psychological tests; ordering laboratory tests and evaluating results.
2. Develops treatment plans by determining nature and extent of cognitive, emotional, developmental, social, and behavioral disorders; establishing treatment goals and methodologies.
3. Treats patients by utilizing psychotherapeutic methods and medications; discussing progress toward goals with patients; providing instructions; monitoring effect of medications; supervising staff provision of services.
4. Maintains interdisciplinary treatment by reviewing treatment plans and progress; consulting and collaborating with primary care physicians, mental health therapists, nurses, clinicians, and other health care providers.
5. Assures quality and safe service for patients and staff by enforcing policies, procedures, standards, Health Insurance Portability and Accountability Act (HIPAA) rules, Commission on Accreditation of Rehabilitation Facilities requirements, and legal regulations; participating in utilization reviews; remaining available for emergency consultations.
6. Improves staff competence by providing training and discussions regarding the interrelationship between psychosocial and physiological problems, psychotropic medications, crisis intervention, and related issues.
7. Maintains historical records by documenting symptoms, medications, and treatment events; writing summaries.

8. Updates job knowledge by participating in continuing medical educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
9. Enhances department and organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
10. Submit timesheets and necessary program supply requisitions in accordance with NTC policy.
11. Other duties as prescribed by the Tribal Health Director or his/her designee.

SKILLS/QUALIFICATIONS:

1. Excellent skills in the following areas: confidentiality, analyzing information, decision making, listening, verbal communication, patient services, mental health, psychiatry, building relationships, discretion, and bedside manner.
2. Knowledge, skills and abilities-included within the outline of the primary job responsibilities/functions section.
3. Psychiatrist licensure and credentialing.
4. Proven ability to deliver high quality confidential services and support.
5. Must be highly motivated, professional, enthusiastic, and a team player.

INDIAN PREFERENCE:

In filling this position by initial appointment, promotion, transfer, reassignment, reinstatement, or any other personnel action, we are required by law, Indian Self-Determination and Education Assistance Act to give absolute preference in selection to candidates who are eligible for Indian Preference. For consideration under Indian Preference, proof is required.

OTHER:

This position will be under the direct supervision of the Tribal Health Director. All NTC positions are subject to, and under the direct authority, of the NTC Policies and Procedures. NTC is an alcohol and drug-free workplace and employees are required to submit to alcohol and drug testing. As with all NTC positions, employment is subject to availability of funds.

APPLICATIONS:

Applications are available at the Ninilchik Traditional Council office building, 15910 Sterling Hwy., Ninilchik, AK 99639 or online at www.ninilchiktribe-nsn.gov . Applicants must submit a **complete** NTC Application for Employment as well as a personal resume.

Contact Information: Ninilchik Traditional Council
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Concurrent Out/In House Posting