

CLINICAL DIRECTOR (O-6 Billet)

Position Description

INTRODUCTION

This position is located within the Department of Homeland Security (DHS), Immigration and Customs Enforcement (ICE), Enforcement and Removal Operations (ERO), ICE Health Service Corps (IHSC). The incumbent serves as the Clinical Director for one of the healthcare facilities located across the nation for the ICE Health Service Corps (IHSC). These sites provide medical care to detainees in Immigration and Custom Enforcement (ICE) custody.

IHSC has a multi-sector, multidisciplinary workforce of more than 900 employees, including U.S. Public Health Service (PHS) commissioned officers, federal civil servants, and contract staff. The IHSC provides on-site direct patient care to ICE detainees at 21 detention facilities throughout the country and manages the provision of off-site medical care for detainees housed in approximately 250 additional facilities. The ICE detainee population is 34,000 detainees on a daily basis, with an average length of stay of about 30 days, and over 400,000 detainees annually. The IHSC also provides medical support during ICE enforcement operations in the air, on the ground and at sea.

MISSION:

IHSC's mission is to manage and provide medical care to maintain the health of individuals in the custody of ICE through an integrated health care delivery system, based on nationally recognized correctional and detention health care standards. The Agency is committed to providing healthcare services to protect the nation's health, reduce global disease and support the safe apprehension, enforcement and removal of detained individuals involved in immigration proceedings.

COMPETENCIES:

1. Must be board certified in family medicine, internal medicine, or related medical specialty.
2. Must have an unrestricted medical license in any State or Territory in the United States.
3. Teaching experience acknowledging a level of expertise and capacity for developing and assessing clinical educational programs.
4. Maintains basic readiness status.
5. Maintains current CPR/BLS certification.
6. Maintains clinical professional skills via continuing education opportunities.
7. Cultural Competency.
8. Demonstrates strong interpersonal skills.
9. Demonstrates strong oral and written communication skills.
10. Integrity/Honesty.

11. Experience in correctional health care preferred.

DUTIES AND RESPONSIBILITIES:

1. Accesses interpretation and/or translation services as needed to ensure ability to communicate with detainees or others who are not proficient in the English language.
2. Assess these employees' language abilities to ensure their competency to perform language services for particular duties; and describe plans for enhancing employees' language abilities.
3. Provides and oversees care appropriate to patient needs, severity of disease, condition, impairment, or disability within the scope of care provided in the detention setting (medical housing unit care vs. ambulatory care) and within the mission, vision, and goals of the organization.
4. Assures appropriate diagnostic services are available, utilized and monitored.
5. Serves as the on-site medical authority within the scope of services provided by IHSC.
6. Responsible for developing and coordinating all aspects of healthcare delivery at his/her assigned facility.
7. Seeks guidance from the IHSC Medical Director, Associate Medical Director, Regional Clinical Directors or other senior leadership as appropriate.
8. Serves as chairperson of local performance improvement and pharmacy and therapeutics committee.
9. Coordinates with the Health Service Administrator (HSA) to prepare for the accreditation and survey process for:
 - a. National Commission on Correctional Health Care (NCCCHC)
 - b. American Correctional Association (ACA)
 - c. ICE Performance Based National Detention Standards
10. Supervises mid-level providers (NPs and/or PAs). In the event that the on-site HSA is not a clinician, then the CD will also have clinical supervisory responsibility over the nursing staff and pharmacy.
11. Reviews and signs the medical charts, EKGs, chest X-rays and other medical documents prepared by the mid-level providers.
12. Provides program/clinical expertise for the development of site visit protocols and reporting requirements for management of primary care programs for the detention facilities.
13. Must keep abreast of emerging treatment regimens, medical literature, and current medical knowledge and practices.
14. Provides guidance and serves as a subject matter expert for emerging evidence based practices and assists in the development of future medical policies and standard operating procedures.
15. Assures that high quality clinical standards are practiced and maintained at the medical facility.
16. Available to provide on-site medical support to other IHSC facilities or headquarters through a temporary duty assignment (TDY).
17. Prepares presentations for professional, academic and special interest group meetings or conferences as appropriate.

18. Collaborates with the Medical Director and other senior staff for the development of budget proposals and programmatic plans as appropriate.
19. Evaluates program goals and objectives, priorities, and activities in terms of current operating activities, program progress, and changing health needs and demands. Develops and monitors an implementation plan in support of overall program goals.
20. At the request of the Director, represents the IHSC to ICE/ERO, Agencies and Offices within the Department of Homeland Security, Regional Offices, Health Human Services (HHS), other Federal and non-Federal agencies, grantees, and advocacy organizations, to ensure a coordinated effort in improving healthcare for the detainees.
21. Supports Agency-wide programs related to healthcare services such as:
 - a. Reviews and analyzes data.
 - b. Develops strategies, analytical models, and methodologies.
 - c. Provides assistance and advice on healthcare issues.
 - d. Supports Senior Consultants and other Specialists.
22. Analyzes policies and, provides guidance implementation to assure consistent interpretation and application.
 - a. Assists in identifying successful nursing and medical care strategies and projects that prove particularly successful for information and implementation.
 - b. Reviews strategy reports on progress toward the achievement of goals.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

1. Expert knowledge of the clinical medicine and the current standards of practice.
2. Ability to serve as a clinical expert in the provision of technical assistance and consultation, and management of clinically oriented staff.
3. Knowledge of issues confronting the healthcare delivery system, including specific problems and concerns of special population groups.
4. Knowledge of program policies and guidelines, and operating procedures relating to healthcare delivery systems.
5. Knowledge of organizations and responsibilities of all levels of government operations.
6. Ability to provide input for congressional inquiries and to effectively communicate with Federal Agencies and other organizations as indicated.
7. Mastery of managerial and administrative practices, to include expertise in routine management of responsibilities.
8. Flexibility and ability to adapt to sudden changes in schedules and work related requirements.
9. High degree of independence, initiative, clinical judgment, and follow-through on a wide range of sensitive, complex, and clinical issues.
10. Ability to respond 24/7 to staff

PHYSICAL DEMANDS:

1. Requires physical exertion such as lifting objects greater than 30 pounds.

2. Required to perform CPR/emergency care standing or kneeling.
3. Must have the ability to assist sick, injured or aging detainees or staff exiting the building (may require lifting, dragging, wheeling or carrying someone who weighs significantly more than myself).
4. The work may necessitate some physical characteristics that will be required when responding to an emergency situation, such as running short distance, prolonged standing and working in an austere environment.

DHS SUPERVISORY CONTROLS:

1. DHS
2. ICE
3. ERO

HHS SUPERVISORY CONTROLS:

1. DHHS
2. USPHS CC

SUPERVISORY CONTROLS

The Clinical Director works under the general supervision of the IHSC Regional Clinical Director or designee and coordinates activities with the facility Health Services Administrator.