



## **Podiatrist (Office-based)**

**Classification:**

Exempt

**Department:**

N/A

**Reports to:**

OAL Board of Physicians

**Date:** May 23, 2019

### **JOB DESCRIPTION**

**Summary/Objective:**

The office-based podiatrist specializes in the treatment of feet and ankle ailments including diagnosing and administering treatment for lower leg injuries to improve movement in patients and is responsible for the delivery of effective, safe, quality patient-centered care. Key responsibilities include diagnosis and treatment of a range of problems affecting the feet and ankles including break and sprain injuries more likely related to comfort such as bunions, corns, and blistering. Provide services to patients that include: nail care, wound care, potential revenue generation by using the application of collagen matrix (Stravix, Grafix) for wound care services, steroid injections of the foot and ankle, regenerative matrix injections of the foot and ankle, total contact casting, low level laser therapy for tendonitis and plantar fasciitis, laser treatment for toenail fungus. This position functions as a referral base for patients requiring surgery for problems of the foot, ankle and leg to the OAL orthopedic surgeons.

**Essential Functions:**

1. Promotes the mission and core values of OAL Enterprise
2. Observes OAL Enterprise's policies and procedures
3. Listens to patient complaints to determine the appropriate course of treatment
4. Examines, diagnoses and treats disorders, diseases, deformities or injuries of ankles and feet. Injuries includes breaks and sprains but are more likely related to comfort such as bunions, corns, and blistering
5. Recommends and orders tests to determine extent of illness or injury and diagnoses condition
6. Informs patients of x-ray and lab test results and responds to patients' telephone calls

7. Services include: nail care, wound care, (application of collagen matrix (Stravix, Grafix) for wound care services a potential revenue generating opportunity), steroid injections of the foot and ankle, regenerative matrix injections of the foot and ankle, total contact casting, low level laser therapy for tendonitis and plantar fasciitis, laser treatment for toenail fungus
8. Writes medication prescriptions and orders timely diagnostic tests and consultations
9. Treatment includes drug therapy, orthotic devices, behavioral changes and surgical repair
10. Prescribes and fits prosthetic appliances such as shoe inserts to improve patients' mobility
11. Electronic progress notes are documented timely in OAL's patient record system
12. Demonstrates knowledge and maintenance of standards in the use and processing of reusable medical equipment
13. Advises patients on ways to increase speed of recovery and prevent future leg problems
14. Monitors the recovery progress of patients to determine the need for change in treatment
15. Typically operates instruments such as X-ray, lasers, and grinding equipment in the treatment of patients
16. Must be friendly, hardworking, dedicated, self-motivated, personable, enthusiastic, and energetic
17. Must be able to work with different groups of patients including children and the elderly
18. Must conduct yourself professionally and shall be a credit to the profession. Shall be temperate in all things, for the practice of podiatry requires the unremitting exercise of a clean and vigorous understanding, a steady hand and an accurate eye. These are essential to the welfare and even the life of a human being.
19. May not give, offer, solicit or accept a gift, gratuity, commission or bonus, directly or indirectly, in consideration for the receipt or making of a referral or recommendation of a patient for podiatric treatment.
20. Other duties as assigned

**OAL Core Values:**

1. Customer Service
2. Ownership and Passion
3. Professionalism

4. Reliability
5. Respect and Appreciation
6. Teamwork

**Supervisory Responsibility:**

This position has no direct supervisory responsibilities.

**Work Environment:**

1. Exposure to blood, body fluids and tissue, communicable diseases, chemicals, and repetitive motions

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

	<b>Never</b>	<b>Occasionally</b> <i>(.25 - 2.5 Hours Daily)</i>	<b>Frequently</b> <i>(2.5 – 5.5 Hours Daily)</i>	<b>Continuously</b> <i>(5.5 or more Hours Daily)</i>
<b>Sit</b>		X		
<b>Stand</b>				X
<b>Walk</b>				X
<b>Talk</b>				X
<b>Hear</b>				X
<b>Vision</b>				X
<b>Reach Above Head</b>		X		
<b>Bend/Stoop</b>			X	
<b>Use of Hands: Push/Pull</b>				X
<b>Fine Manipulation</b>			X	
<b>Lift/Carry:</b>				
<b>0-10 lbs.</b>			X	



<b>10-20 lbs.</b>			X	
<b>20-50 lbs.</b>			X	
<b>50-100 lbs.</b>		X		
<b>Over 100 lbs.</b>		X		

1. Full range of body motion
2. Manual and finger dexterity
3. Excellent hand/eye coordination
4. Corrected vision and hearing to within normal range

**Position Type/Expected Hours of Work:**

The podiatrist position is full-time and generally performs duties Monday through Friday, 7:00am to 5:00pm

**Travel:**

Must be flexible to travel to Lancaster and Lebanon OAL locations if needed

**Education/Licensure/Certification:**

1. Active PA-licensed Podiatrist
2. Board certification by the American Board of Foot and Ankle Surgery or the American Board of Podiatric Medicine
3. Must be in good standing among all relevant professional and governmental organizations
4. Prefer certification to perform **radiologic procedures** by the American Society of Podiatric Medical Assistants or the American Registry of Radiologic Technologists or passed an examination by the PA Board of Podiatry Examiners or by the State Boards of Medicine, Osteopathic Medicine or Chiropractic to apply ionizing radiation
5. Eligible and carries malpractice coverage as determined by the PA Commonwealth's MCARE Act

**Experience:**

1. Requires basic computer and software skills (e.g., MS Suite, Outlook)
2. Requires at least 2-4 years of podiatry experience
3. Wound care experience preferred

**Additional Eligibility Qualifications:**

1. I-9 Employment verification
2. Background clearances



- a. Pennsylvania State Police Criminal Background Check (PATCH)
  - b. FBI Criminal Background Check
  - c. Pennsylvania Child Abuse History Clearance
3. Immunization Records
    - a. Hepatitis B Vaccine Informed Consent
    - b. Tuberculosis Test (PPD) Informed Consent
    - c. Influenza Informed Consent
  4. Basic Life Support (BLS) certification
  5. Pre-employment Urine Drug Screen
  6. OIG Exclusion list verification

**EEO Statement:**

Orthopedic Associates of Lancaster is an Equal Opportunity Employer. We are committed to a workplace environment that encourages growth and respect for all current and prospective employees based upon job-related factors such as their educational background, work experience, and ability to perform the essential functions of the job. It is the policy of this Practice to prohibit any form of discrimination or harassment based on race, color, age, national origin, religion, sex, gender identity, veteran status, disability, genetic information, pregnancy, childbirth or related medical conditions or any other status protected under applicable federal, state or local law. Support and belief in this principle is a basic responsibility of all Practice employees.

We believe that our continued success depends upon our ability to maintain a leadership role in the attraction, development and retention of a highly competent work force and to create a climate for effective and productive use of our human capital. We are convinced the talent exists, across all population groups, to reach this end. We will conduct our business with due regard to the human dignity and self-worth of each individual.

Our management is guided by ethical standards that comply with legal requirements. These standards will be implemented on an affirmative basis to ensure that equality of opportunity is afforded to all applicants and employees, including disabled persons, minorities, older workers, Vietnam-era veterans and special disabled veterans, women and other protected groups that are included within its scope.

**Other Duties:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.