Erie County Health Department
Erie County Community Health Center
Job Posting #2026-63
Equal Opportunity Employer

Position:	**Physician**
Division:	**Primary Care & Clinical Services**
Contact Person:	**Jennifer Fresch, Human Resources**
FLSA Classification:	**Exempt**
Salary:	**Commensurate with experience**
Working Hours:	**Full Time 8:00 a.m. – 4:30 p.m. Monday through Friday** **Evenings, weekends, & holidays are required based on Agency need.**
Posting Opens:	**Friday, August 14, 2026**
Posting Closes:	**Thursday, December 31, 2026 at 4:30 p.m. or until filled**

Qualifications

- Current Board Certification in specialty area.
- Graduate of an accredited School of Medicine.
- License to practice medicine in the State of Ohio as required by law and issued by State Medical Board pursuant to Chapter 4731.09 of the Ohio Revised Code.
- Experience in Performance Management, Public Health Accreditation, Quality Improvement, Strategic Planning, Community Health Improvement Planning (preferred), Communicable Disease follow up, health hazard investigations and foodborne/waterborne outbreaks.
- Certified Health Care Provider CPR
- National Incident Management System (NIMS)/Incident Command System (ICS) 100.c, 200.c, 300, 400, and 700.b certification within one year of employment.
- Valid Ohio driver's license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.

Major Responsibilities

The Physician promotes and supports population health by providing medical services for the patients of the Erie County Community Health Center and associated sites. The Physician is a licensed independent practitioner who is responsible for managing health problems and coordinating healthcare for the patient in accordance with State and Federal rules and regulations and current clinical standards of care (assessment of health status, diagnosis, development of a plan of care and treatment, implementation of a treatment plan and evaluation of patient outcomes). Pre-visit planning, clinical management and follow-up is conducted in collaboration with health care team members. The Physician provides confidential health care to the Erie County Health Department/Erie County Community Health Center patients utilizing the policies and protocols outline in the policy and procedure manuals, current clinical practice guidelines and standards of care. Medical actions are directed toward the goals of prevention, assessment, risk reduction and health status improvement for individuals, families, and communities. Medical activities include, but are not limited to, systematic analysis of health data, care plan development, health education and advocacy, and medically monitored inpatient supervision within the agency's detoxification unit. The Physician provides mentoring, supervision, technical assistance, and Peer Review for assigned mid-level providers; develops, implements, and administers patient centered medical home (PCMH) and patient referral systems of care. The position also has a managerial effect on meeting budget goals which can impact both delivery of essential healthcare services and achieving the Agency's mission, organizational goals, strategic priorities, and management by objectives (MBOs).

Essential Functions

Working in collaboration with the Chief Health Services Officer, performs the following functions within the framework of the Erie County Health Department and the Erie County Community Health Center's provision of the core functions and essential services of public health:

- Provides medical care of non-specialized nature to patients (i.e. examines, diagnoses, and treats patients and monitors progress, vaccinates against communicable disease, prescribes medication and prescribes or administers treatment, develops a follow-up plan or treatment, performs minor surgery/procedures

- Composes medical evaluations and reports, interprets and analyzes laboratory reports and findings, maintains electronic health records.
- Responds to emergency situations in the Health Center and directs summoning of emergency response personnel in a timely and appropriate manner.
- Performs independent age-appropriate comprehensive and family assessments which include health history, physical assessment for complex, acute, and chronically ill patients, assessment for substance abuse or domestic violence issues, and assessment of basic needs including foods, housing, income, resources and supports access to health care.
- Provides Medically Monitored Inpatient Withdrawal Management (Level 3.7-WM) by non-hospital intervention under agency-approved policies and procedures or clinical protocols.
- Prescribes pharmacologic and non-pharmacologic treatment modalities.
- Obtains and completes appropriate patient forms, ensures patient confidentiality, and maintains electronic medical records. Follows established public health medical records policies and procedures as well as the State and Federal laws that govern the release of health care information.
- Relates public health science skills to the Core Public Health Functions and Ten Essential Services of Public Health.
- Adheres to Occupational Safety and Health Administration standards relevant to job duties, such as exposure to bloodborne pathogens.
- Must follow all safety policies and procedures to ensure an accident-free workplace.
- Adheres to ethical principles and Erie County Health Department policy in the collection, maintenance, use, and dissemination of data and information.
- Collaborates in the development of and provides technical support to Agency's quality improvement performance management, and evaluation activities.
- Processes mail and email by attaching related correspondence or information before forwarding, responding to mail when appropriate; respond to mail that can be handled personally; identifies priority and/or time-sensitive matters; and maintains security and confidentiality.
- Utilizes appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial, and ethnic backgrounds, sexual orientations, lifestyles, and physical abilities.
- Performs accurate numerical calculations, and/or other applications.
- Performs public health emergency response duties as assigned and consistent with job classification and training provided, in response to threats to the public's health.
- Participates in Agency and community emergency response training and drills in support of disaster preparedness consistent with job classification.
- Assumes responsibility for own professional growth and development by pursuing education, participating in professional committees and work groups, and contributing to a work environment where continual improvements in practice are pursued.
- Performs other duties as assigned consistent with job classification.
- Greets visitors in a friendly, competent, professional, and informed manner.
- Eases any concerns or distress visitors may exhibit.
- Responds to questions with timely, accurate and complete information.
- Answers and redirects incoming calls as appropriate.
- Follows all regulations and requirements pertaining to public health, federally qualified health center (FQHC), and Agency policies toward the workplace.

Special Requirements

- Proficiency in knowledge of healthcare technology, equipment, supplies, materials needed for medical treatment, patient consent, and chart documentation requirements and coding.
- Treats others with courtesy and respect in all interactions.
- Responds with flexibility to changing needs.
- Manages multiple tasks and deadlines.
- Supports and promotes the Agency's vision, mission, and core values.
- Knowledge of rules and regulations (developed after employment).
- Knowledge of Agency personnel policies and procedures (developed after employment).
- Knowledge of the core functions and essential services of public health.
- Knowledge of software applications relative to the position assignment.
- Knowledge of proper English grammar, usage, and spelling.
- Ability to keep accurate reports and records.
- Organizational skills.
- Requires a self-starter with the ability to work both independently and as a team member in a professional environment.
- Good natured with a positive attitude; able to perform under pressure.

- Ability to interact effectively and in a supportive manner with visitors, stakeholders, and public peers.
- Always courteous and respectful regardless of race, creed, family and/or economic situation.
- Bilingual language skills a plus.
- Ability to use good judgment and persistence in overcoming challenges, addressing conflicts and solving problems.
- Effective oral and written communication skills, including phone skills and etiquette.
- Attention to detail, and adherence to established policies and procedures required.
- A problem solver, with the ability to organize and prioritize responsibilities.
- Is flexible, and able to embrace and implement change.
- Working knowledge of Windows personal computer and electronic health records.
- Knowledge and understanding of Patient Centered Medical Homes (PCMH) process.
- Criminal background verification required.
- Ability to time budget in areas of workforce development and Agency duties.

Due to the need for all Health Department personnel to respond to public health emergencies, the employee must be assessed for his/her ability to meet the physical demands of performing the following activities:

- Engage in the following movements: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, and writing and repetitive motions.
- Must be able to be fitted and wear NIOSH 95 mask. (Requires the elimination of facial hair/beard.)
- Exert up to 50 pounds of force frequently, and/or a negligible amount of force constantly to move objects.
- Hearing ability sufficient enough to communicate with others effectively in person and over the phone.
- Ability to hear and respond to internal or external emergency or evacuation alarms.
- Visual ability must be sufficient enough to read typewritten documents, computer screen and drive a car.

If unable to demonstrate these abilities based upon a standardized, objective assessment performed by external occupational health professionals, all reasonable accommodations will be made, in compliance with the Americans with Disabilities Act and any other applicable Federal and Ohio law.

Working Conditions

- General office setting in health department facilities, as well as occasionally in community sites including clients' homes and workplaces.
- Work performed in the community is sometimes subject to conditions that range from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from off-site locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, chemicals and animals.
- In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging atypical or hostile behaviors and/or communication.
- May include alternate sites, temporary locations and/or multiple locations depending on the public health emergency.

Equipment Used

Including, but not limited to computer, fax, copier, scanner, calculator, multi-line telephone, cell phone, camera, video recorder, public health and medical equipment and supplies related to duties, and personal vehicle.

Bloodborne Pathogen Risk Code: ☐ None ☐ Low ☐ Medium ☒ High

Qualified Applicants

Qualified applicants should visit www.eriecohealthohio.com where current job postings can be viewed, and an application is available to complete. A completed Erie County Health Department employment application must be date/time stamped in the Human Resources Office prior to 4:30 p.m. on December 31, 2026. EOE/AA/ADA

Approved for Content & Posting Peter J Schade MPH, REHS Date 8/14/2026

Erie County Health Commissioner