



Warren C. Evans
County Executive

MEDICAL DIRECTOR – Juvenile Detention Facility

GENERAL SUMMARY:

Under the direction of the Division Director – JDF, the Medical Director provides medical expertise to the Juvenile Detention Facility. This position provides oversight of the policies governing the medical examination, diagnosis, care and treatment of residents at the Juvenile Detention Facility. This role leads and supports the services, contracts, funding and projects associated with JDF, to ensure effectiveness of service delivery, resource utilization and results.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Monitors the provision of off-site and hospitalization care
- Establishes and supervises a Medical Quality Assurance and Improvement Committee and Infection Control Committee
- Establishes and updates medical treatment/triage protocols
- Verifies the current licensure and status of every physician who will provide services to the Juvenile Detention Facility
- Oversees the credentialing of nursing, dental and mental health personnel
- Provides oversight of all medical personnel and the Juvenile Detention Facility
- Performs other duties as assigned

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of Medicine
- Knowledge of Psychology
- Knowledge of Biology
- Knowledge of Chemistry

- Knowledge of Education and Training
- Critical Thinking
- Active Listening
- Speaking
- Complex Problem Solving
- Ability to working with all groups
- Knowledge of Medical Terminology

***Knowledge and adherence of all relevant Wayne County policies, procedures, rules, Collective Bargaining Agreements, Executive Orders, Administrative Personnel Orders, Resolutions, and other County directives, including those referring to Ethics, Procurement, Vehicle Ordinance, Conduct, etc.**

REQUIRED COMPETENCIES:

- Business Acumen & Entrepreneurship
- Communication (verbal/written/non-verbal)
- Adaptability & Change Management
- Continual Learning & Developing a Learning Organization
- Customer Service (internal & external)
- Decisiveness
- Diversity Management
- Ethics, Integrity & Honesty
- Influencing, Inspiring and Negotiating
- Performance & Results Management
- Politically Savvy
- Problem Solving & Technical Credibility
- Internal & External Awareness
- Strategic Thinking & Long-Term Planning
- Teamwork & Group Leadership

DESIRED EXPERIENCE AND TRAINING:

Education: M.D. OR D.O. Licensed in the State of Michigan

Experience: Four years of full-time experience as an administrator in a correctional facility or Board Certified and 2 years of administrative experience

WORKING CONDITIONS:

Work is performed in an office setting.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position.

Department of Personnel/Human Resources
County of Wayne, Michigan
February 2013