



# New Mexico State Personnel Office

2600 Cerrillos Road  
Santa Fe, New Mexico 87505-0127

## Classification Description

### PHYSICIAN

| Class Title | Class Code | Pay Band | Alt Pay Band* |
|-------------|------------|----------|---------------|
| Physician   | K10621     | 80       | 99            |

*\*In accordance with SPB Rule 1.7.4.10 NMAC, the assignment to alternative pay bands shall be reviewed annually to determine their appropriateness.*

### Occupation Description

Provide direct patient care in settings such as medical wards, acute care units, intensive care units, rehabilitation centers, clinical outpatient or emergency rooms. Manage and coordinate patient care throughout treatment.

### Nature of Work

Physicians diagnose a patient's ailment and immediately start treatment on them. They explain to the patient and their family about their ailment and educate them about the line of treatment they are starting. They order diagnostic test on the patient if they feel it is required. They may ask the patient to see a specialist in case the patient is suffering from something that only an expert can treat. Though, they are experts on treating on all kinds of illnesses, there are physicians who specialize in treating certain illnesses; some treat heart patients while others are experts on treating kidney related ailments. Physicians working in hospitals write down treatment orders for each patient and ensure that nurses follow those orders. They have to be available in case of emergencies. They must stay current on all the latest medical breakthroughs because it could possibly be useful for their patients. Physicians have to respect and maintain the doctor and confidentiality agreement.

### Distinguishing Characteristics of Levels

*Examples of work are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of the duties.*

- Diagnoses, treats, or provides continuous care to hospital inpatients and clinical/program outpatients.
- Prescribes medications or treatment regimens to hospital inpatients and clinical/program outpatients.
- Admits patients for hospital stays.
- Performs surgical operations in specialization for which they are qualified.
- Participates in staff conferences for the discussion of cases and for general staff development and improvement
- Conducts a specialized medical service including the assignment and review of work of professional technical and other employees engaged in the care of patients.
- Writes patient discharge summaries and send them to primary care physicians.
- Conducts discharge planning and discharges patients.

## PHYSICIAN

- Orders or interprets the results of tests such as laboratory tests and radiographs (x-rays).
- Communicates with patients' primary care physicians upon admission, when treatment plans change or at discharge to maintain continuity and quality of care.
- Refers patients to medical specialists, social services or other professionals as appropriate.
- Participates in continuing education activities to maintain or enhance knowledge and skills.
- Attends inpatient consultations in areas of specialty.

### Recommended Education and Experience for Full Performance

Current license as a Physician issued by the New Mexico Board of Medical Examiners or board eligible in their respective discipline and two (2) years in the practice of medicine. Must hold current license/registration/certification at time of application.

### Minimum Qualifications

Current license as a Physician issued by the New Mexico Board of Medical Examiners. Must hold current license/registration/certification at time of application.

### Knowledge and Skills

*Note: This information has been produced by compiling information and documentation provided by O\*NET. O\*NET™ is a trademark of the U.S. Department of Labor, Employment and Training Administration.*

### Knowledge

**Medicine and Dentistry** — Knowledge of the information and techniques needed to diagnose and treat human injuries, diseases, and deformities. This includes symptoms, treatment alternatives, drug properties and interactions, and preventive health-care measures.

**English Language** — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

**Biology** — Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.

**Psychology** — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

**Therapy and Counseling** — Knowledge of principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions, and for career counseling and guidance.

**Customer and Personal Service** — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

**Education and Training** — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

**Chemistry** — Knowledge of the chemical composition, structure, and properties of substances and of the chemical processes and transformations that they undergo. This includes uses of chemicals and their interactions, danger signs, production techniques, and disposal methods.

## PHYSICIAN

**Sociology and Anthropology** — Knowledge of group behavior and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.

**Mathematics** — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

### Skills

**Critical Thinking** — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

**Social Perceptiveness** — Being aware of others' reactions and understanding why they react as they do.

**Active Listening** — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

**Reading Comprehension** — Understanding written sentences and paragraphs in work related documents.

**Speaking** — Talking to others to convey information effectively.

**Active Learning** — Understanding the implications of new information for both current and future problem-solving and decision-making.

**Complex Problem Solving** — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

**Service Orientation** — Actively looking for ways to help people.

**Judgment and Decision Making** — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

**Monitoring** — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

**Statutory Requirements:** All applicants for this position must be licensed in accordance with the Medical Practice Act, Sections 61-6-1 through 61-6-35 NMSA 1978, and 16.10.1 through 16.10.19 NMAC, as applicable.

**Conditions of Employment:** Working Conditions for individual positions in this classification will vary based on each *agency's utilization, essential functions, and the recruitment needs* at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

**Default FLSA Status:** Exempt.

**Bargaining Unit:** This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.

**Established:** 04/29/2013

**Revised:**

*Note: Classification description subject to change. Please refer to the SPO website [www.spo.state.nm.us](http://www.spo.state.nm.us) to ensure this represents the most current copy of the description.*