



State of New Mexico  
Classification Description

## PROGRAMMATIC PHYSICIAN

---

### **General Summary**

Programmatic Physician is accountable for assessment, evaluation and development of patient/client health programs in a non-hospital environment. Such programs may be in the fields of epidemiology, infectious diseases, behavioral health or developmental disabilities. Positions in this job family are responsible for planning, organizing, coordinating and directing professional clinical service activities and programs for a state hospital, behavioral health facility, or public health division. This include directing the operations of various divisions, the coordination of professional services, and various other administrative responsibilities.

### **Programmatic Physician I**

**Jobcode: HPRO35**

**Pay Band: XA**

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

### ***Distinguishing Characteristics***

This is professional level administrative medical work with significant or primary responsibility for the planning, direction and supervision of medical services staff and clinical care at a state facility or for a statewide public health program.

### ***Recommended Education and Experience for Full Performance***

Requires an MD, licensure and certification to practice in New Mexico and two (2) years of experience as it pertains to the essential duties and responsibilities of the classification.

### ***Minimum Qualifications***

Requires an MD, licensure and certification to practice in New Mexico.

### ***Essential Duties and Responsibilities\****

- Provides medical consultation and oversight to programs in the fields of epidemiology, public health, infectious diseases, behavioral health and developmental disabilities.
- Provide specialized medical services including supervision and review of the work of professional midlevel staff engaged in the care of patients.
- Complete peer review of midlevel staff as required.
- Accountable for program delivery and assists in program development.
- Accountable for all required documentation in accordance with medical and program policies, practices and protocols.
- Provides education to internal providers.
- Obtains consultation from external providers as needed to provide clinical care.
- Ensuring standards and protocols include best practices related to health concerns.
- Diagnose, treat, prescribe medications, order diagnostic tests and obtains needed specialty care.
- Provide continuous care to clients.

### **Programmatic Physician Supervisor\*\***

**Jobcode: HPRO40**

**Pay Band: XB**

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

## PROGRAMMATIC PHYSICIAN

### ***Distinguishing Characteristics***

This is professional level administrative medical work with primary responsibility for the planning, direction and supervision\*\* of medical services staff and clinical care at a state facility or for a statewide public health program.

### ***Recommended Education and Experience for Full Performance***

Requires an MD, licensure and certification to practice in New Mexico and six (6) years of experience as it pertains to the essential duties and responsibilities of the classification and one (1) year of supervisory experience as it pertains to the essential duties and responsibilities of the classification.

### ***Minimum Qualifications***

Requires an MD, licensure and certification to practice in New Mexico and two (2) years of experience as it pertains to the essential duties and responsibilities of the classification.

### ***Essential Duties and Responsibilities\****

- Provides medical consultation and oversight to programs in the fields of epidemiology, public health, infectious diseases, behavioral health, developmental disabilities etc.
- Provides clinical care to clients (e.g. sexually transmitted infection diagnosis/treatment, family planning) and develops and reviews protocols and procedures for disease and control prevention.
- Accountable for program development and delivery.
- Supports strategic planning for an agency or division for medical and public health responses.
- Supports the provision of local, regional and statewide responses to incidents.
- Participates in leadership activities that relate to operations that reflect clinical and public health best practices.
- Provides clinical leadership to staff and community healthcare providers in delivering high quality clinical services.
- Accountable for all required documentation in accordance with medical and program policies, practices and protocols.
- Performs work independently based on level of knowledge and experience.

### **Programmatic Physician Manager**

**Jobcode:** HPRO46

**Pay Band:** XC

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

### ***Distinguishing Characteristics***

Third level Programmatic Physician accountable for the direction and management of the statewide Epidemiology and Response Division.

### ***Recommended Education and Experience for Full Performance***

Requires an MD, licensure and ten (10) years of experience as it pertains to the essential duties and responsibilities of the classification and two (2) years of management experience as it pertains to the essential duties and responsibilities of the classification.

## PROGRAMMATIC PHYSICIAN

### ***Minimum Qualifications***

Requires an MD, licensure and four (4) years of experience as it pertains to the essential duties and responsibilities of the classification and one (1) year of management experience as it pertains to the essential duties and responsibilities of the classification.

### ***Essential Duties and Responsibilities\****

- Accountable for program development and oversight of program delivery.
- Establishes the appropriate program protocols in accordance with approved policies and practices.
- Directs staff in designing and conducting epidemiologic investigations, surveillance, and interventions requiring extensive knowledge of epidemiology and biostatistics.
- Advises Secretary of Health and Senior Leadership on medical epidemiology, epidemiology, evaluation, evidence and health policy.
- Manages epidemiologic programs for the control of communicable and/or chronic diseases.
- Oversees policy and procedure development of new and existing disease control programs.
- Provides leadership and development to assigned resources.
- Provides and/or oversees training, technical assistance, and consultative services regarding epidemiology and the control of diseases.
- Serves as a point of contact for the media and others in critical situations and serves as a technical expert in assigned area.
- Works in partnership with Facility Manager/Institution management.
- Develops controls to assure accountability for division operations.
- Recommends the modification or development of legislation to further refine and establish efficient division operations.

---

**Statutory Requirements:** Statutory requirements 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 including. It is the hiring Agencies responsibility to ensure the appropriate licenses/certifications are obtained for each position.

**Conditions of Employment:** Conditions of employment 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.

**Working Conditions:** 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.

**Established:** 10/18/2019

**Revised:**

---

*\*Essential Duties and Responsibilities 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 duties. Classification description subject to change. Please refer to SPO website ([www.spo.state.nm.us](http://www.spo.state.nm.us)) to ensure this represents the most current copy of the position.*

*\*\* Supervisor must supervise two (2) or more full-time positions.*