

**Peace Corps Jamaica Vacancy Announcement**

**Peace Corps Medical Officer**

POSITION: Peace Corps Medical Officer

#### OPENING DATE: May 22, 2019

CLOSING DATE: June 17, 2019 at 8 a.m.

WORK HOURS: 8:00a – 4:30p, Monday-Friday

The United States Peace Corps seeks a Medical Doctor to serve as a full-time contracted Peace Corps Medical Officer (PCMO), to be based in Kingston. The PCMO will provide health care to U.S. Peace Corps Volunteers in Jamaica, and will work under the supervision of the Peace Corps Country Director and the Peace Corps Office of Medical Services in Washington DC.

Duties include:

* Routine primary health care to Peace Corps Trainees and Volunteers including treatment of common illnesses and injuries in accordance with Peace Corps medical guidelines
* Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems
* Response to emergency medical situations
* Member of Senior Peace Corps staff in Jamaica
* Ability to conduct training on health related issues
* Site visits to Peace Corps Volunteers throughout Jamaica
* Administrative tasks of the medical office including budget management
* Inventory of medical supplies and equipment
* Alternate 24 hour on- call duty with the other PCMO

Qualifications and Requirements:

* Graduate of accredited school

MDs must be a graduate of a school listed in this link, Foundation for Advancement of International Medical Education and Research <http://www.faimer.org/resources/imed.html>

* Current license to practice
* Relevant clinical experience in primary care
* Experience in managing mental health issues, including counseling of patients
* Experience in training design and presentation of health related material
* Program management, administrative experience
* Ability to work effectively as part of an intercultural team

**The full Statement of Work is included for review on pages 3-8.**

**Interested applicants for this position** **must submit *all* of the following information to** JM-vacancies@peacecorps.gov **in order for their application to be considered:**

1. A completed PCMO Application form (pages 9-12)
2. A completed PCMO applicant skills survey (pages 13-16)
3. A completed Privileging form (pages 17-18). The applicant must complete this request for privileges depending on their professional qualifications.
4. A resume or CV that includes:
* Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving
* Education and training, identifying universities attended, dates of attendance, degrees and diplomas.
* Professional licenses, certificates, registrations
* An accounting for periods of unemployment longer than three months
1. Three professional medical references, with at least two being from medical colleagues who have directly observed the applicant in a clinical setting. (One must also be from the current employer.)
2. Photocopies of:
	1. Academic diplomas. Pease note, in addition to a copy of the academic diploma, the applicant must submit an official academic transcript and curriculum.
	2. Professional licenses. If the license does not have an expiration date, written confirmation must be submitted directly from the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.
	3. Certificates of all post graduate training, internships, residencies, fellowships
	4. Professional registrations
3. A cover letter
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

All documents must be in English; official translation is not required. Please submit to JM-vacancies@peacecorps.gov , Attention: Director of Management & Operations

The United States Peace Corps is an Equal Opportunity Employer.



**ATTACHMENT I - STATEMENT OF WORK**

**Peace Corps Medical Officer (PCMO)**

**DUTY STATION:** Kingston, Peace Corps Office

**BASIS OF EMPLOYMENT:** Long-Term Personal Services Contract

**SUPERVISOR:** Associate Director for the Office of Health Services (AD/OHS) and Peace Corps Jamaica Country Director (CD)

**SUPERVISES:** N/A

GENERAL:

## The services to be performed under this contract will be subject to the ultimate responsibility, authority and medical supervision of the Peace Corps Associate Director for the Office of Health Services (AD/OHS) with assistance from the Country Director (CD). The required/preferred skill level of the Peace Corps Medical Officer (PCMO) shall be a Physician.

## The PCMO shall work 40 hours per week. The PCMO may be called upon to provide health/medical care to Volunteers and other eligible personnel after duty hours and on week-ends and holidays. The PCMO will be "on-call" after hours and on week-ends and holidays for medical and/or mental health emergencies for all personnel eligible for the PCMO's services. Policy regarding adjustable work schedules and extra time off is developed by the CD to meet the specific program needs at post. The PCMO may adopt or modify an adjustable work schedule, or take extra time off in addition to the annual leave specified in this contract, only after advance written agreement is reached with the CD.

SCOPES OF PRACTICE

The PCMO shall:

* Provide diagnostic, therapeutic, and preventative ambulatory healthcare services to Peace Corps Volunteers (PCVs) which includes assessment, diagnosis and management of acute episodic and chronic illness.
* Perform comprehensive physical exams for close of service and health status.
* Order, conduct, and interpret diagnostic and laboratory tests including, but not limited to EKGs, x-rays, spirometry, etc.
* Prescribe pharmacologic agents and non-pharmacologic therapies that comply with the Medical Technical Guidelines. Serve as a medical prescriber for RNs and advisor to NPs and PAs.
* Provide mental health counseling to Trainees and Volunteers.
* Collaborate with peer PCMOs, consultants and OHS to develop and continuously evaluate an integrated Volunteer-centered health care plan to include further testing, specialist referral, medication, therapy, diet, or life-style changes.
* Promote health and prevent illness and injury by providing health information and training to Trainees and Volunteers.
* Promote a safe and therapeutic environment through a Quality Improvement (QI) program.
* Acquire and apply critical new knowledge and technologies to the practice domain.

## Accept responsibility for knowing the legal, ethical, and professional parameters of practice, maintain those boundaries and acknowledge when a decision or action has not been in the best interest of a Volunteer while taking corrective action in the Volunteer’s behalf.

SERVICES TO BE PERFORMED:

1. The PCMO shall perform the following clinical care and administrative services in accordance with the policies promulgated in the Peace Corps Manual and the Medical Technical Guidelines. A copy of the Peace Corps Manual and Medical Technical Guidelines shall be provided by the Peace Corps in the country of assignment and are incorporated herein by reference. The PCMO shall provide and perform the clinical and administrative services listed herein, in support of the Peace Corps Volunteers and Trainees in his/her country of assignment. For purposes of this statement of work, Peace Corps Volunteers shall include Trainees.
2. The PCMO shall also provide health and medical care to such other persons as required by the Peace Corps, which may include employees and/or PCMOs of the Peace Corps and other United States Government agencies. In such cases, the PCMO, upon request, may be provided a copy of the agreement between the Peace Corps and the Department of State that provides malpractice protection for the PCMO.
3. 3. The PCMO, as delegated by the AD/OHS, is responsible for establishing and managing the in-country Volunteer Health Support Program. The PCMO acts as both program manager and clinician.

## The PCMO shall perform the following functions:

**Safety & Security**

## With all other Peace Corps staff, the PCMO shall share responsibility for the safety and security of Peace Corps Volunteers by remaining current on safety and security policies and procedures and making safety and security the first priority.

* The PCMO shall provide input for developing and updating safety and security procedures and reporting formats for use by staff, PCVs and counterparts.

**Prevention and Health Education**

* Plan, coordinate and provide health education to Volunteers, both during formal in-country training programs, and throughout their tour, through the use of newsletters, health handbooks, individual health education sessions, and other activities.
* Provide preventive health services, including immunizations, periodic health evaluations and preventive treatments.
* Establish and maintain a monitoring program in order to ensure 100% Volunteer compliance with Peace Corps health maintenance requirements such as obtaining immunizations on schedule or taking malaria prophylaxis.
* Participate in the process of site selection (living and work sites); provide ongoing site evaluations. Make written professional recommendations for site improvements or changes if indicated.

**Clinical Care**

* Provide clinical care, including the assessment and management of health problems. This includes the provision of primary care for common illnesses and injuries appropriate to the PCMO's training and credentials and as set forth in the Medical Technical Guidelines.
* Arrange for prompt diagnostic consultations with physicians, dentists, specialists, laboratories or other facilities in cases where the provision of health care requires medical skills or facilities beyond the professional capability of the PCMO. The PCMO has oversight and approval responsibilities for referred health care.
* Maintain current, complete and accurate records on all PCV consultations and treatment (including laboratory and x-ray reports) in each PCV’s health record. This includes counseling notes, referrals, individual health education sessions, telephone consultations and correspondence between the Volunteer and the PCMO.
* Establish and maintain an in-country referral network of health care providers – identify and evaluate consultants, facilities and services.
* Coordinate, in collaboration with other Peace Corps staff, the medical evacuation of PCVs requiring treatment not available locally to designated evacuation points. This may include accompanying evacuated PCVs to these points.
* Coordinate, or when PCMO's credentials permit, conduct annual and termination medical and dental evaluations, including laboratory tests, for all Volunteers in accordance with Medical Technical Guidelines.
* Seek consultation with the Regional Medical Officer (RMO) and/or OHS to assist with case management and referrals.
* Seek prompt consultation with OHS for all health conditions that may present a high risk to the Volunteer or others. It shall be the PCMO’s responsibility to ensure that privileged information in medical documents is protected in order to comply with medical confidentiality and Privacy Act provisions. Note that medically confidential information is not to be transmitted by non-secure electronic means.
* Adhere to the Medical Technical Guidelines for policy on the management of specific clinical conditions. If there is a compelling reason for non-adherence to the Medical Technical Guidelines, the PCMO must consult OHS for concurrence.

**Counseling**

* Provide emotional support and short-term counseling services in accordance with Medical Technical Guidelines.
* Assess Volunteers for signs and symptoms of emotional disorders and substance abuse, and provide support and referral as set forth in Medical Technical Guidelines.
* Establish a mental health referral network; oversee referral interventions; and document referrals in the medical record.

**Program Management/Administration**

* Establish and operate a health unit; maintain supplies of medications, health and medical equipment to meet anticipated routine and emergency medical needs. In collaboration with the CD and the Director of Management Operation (DMO), order, stock, and inventory medical supplies and equipment. All medicines, medical supplies and equipment provided or paid for by the Peace Corps shall be for the sole and exclusive purpose of treating PCVs and other eligible persons, who may include employees or PCMOs of other United States Government agencies.
* Maintain regularly scheduled and announced office hours in the Peace Corps health unit. The schedule for regular office hours will be determined with the approval of the Country Director. The PCMO is a fully participating member of the in-country Peace Corps staff.
* Advise the CD of foreseeable PCMO absences sufficiently in advance to permit arrangement for coverage. In the event the PCMO is sick, on vacation or unavailable due to (a) accompanying a medical evacuation; (b) attendance at a Peace Corps conference; or (c) an authorized field trip away from the office, OHS and the CD shall be responsible for arranging adequate coverage. The PCMO will assist OHS and the CD in arranging such coverage.
* Participate in staff meetings and assist with the formation of all in-country policies that have potential impact on PCV health/safety. Maintain administrative records and planning systems and participate in the budgetary planning process.
* Administer the in-country Volunteer Health Support Program in compliance with Peace Corps policies and procedures as outlined in the Medical Technical Guidelines and Manual Sections.
* Maintain clinical records - referred to as the "Volunteer Health Record" - in accordance with specifications set forth in the Medical Technical Guideline, "Health Records." Ensure medical confidentiality and compliance with the provisions of the Privacy Act, HIPAA, the Peace Corps Manual Section on Medical Confidentiality and Medical Technical Guideline, "Medical Confidentiality."
* Establish in-country, regional, and long distance medical evacuation plans in collaboration with OHS, the CD, and other in-country Peace Corps staff.
* Provide the CD and OHS with status reports on health and safety concerns, including objectives of the health care program and identified in-country health risks.
* Keep the CD and OHS informed of major health and safety problems which have programmatic impact. This includes, but is not limited to assaults, illnesses that interfere with Volunteers' activities, or Volunteer medical evacuation and/or hospitalization.
* Advise the CD and OHS of needed clinical and administrative support when applicable.
* Review all proposed medical expenditures and provide professional advice to OHS relative to payment.
* Provide OHS with regular and timely status reports (i.e., ongoing consultations, hospitalizations, assaults, etc.).
* Submit monthly epidemiological surveillance data to OHS and other reports as appropriate to OHS and the CD.
* Maintain effective, timely and appropriate liaison and cooperation regarding health programming and clinical services called for under this contract with the CD and other members of the in-country staff.
* Ensure, to the best of the PCMO's ability, that all physicians, dentists, laboratories, hospitals or clinics providing services in conjunction with this contract are professionally qualified through guidance by OHS.
* Attend CME courses and Medical Overseas Staff Training in Washington when invited by OHS.

**Mentoring and On-The-Job Training of Other PCMOs**

* Provide mentoring and on-the-job training, as indicated and appropriate, to other PCMOs assigned to the Peace Corps health unit in-country. Such training should be undertaken with the approval of OHS and in consultation with the CD. Other PCMOs may include back-up/coverage and temporary duty (TDY) personnel, as well as colleagues who are under Peace Corps contract to provide health care to Volunteers, and share responsibility for the management of the in-country Volunteer health care system.
* Provide long-term on-the-job training for a PCMO colleague, if program circumstances indicate the need. It is the goal to guide his/her preparation to eventually assume the full roles and responsibilities of the PCMO. This should be undertaken only with the approval of, and in consultation with both OHS and CD

**Other Duties**

*In-country Travel*

* All travel will be coordinated with and approved by the CD. If indicated by country/program needs, travel will be planned and undertaken in collaboration with other Peace Corps staff.
* The PCMO shall travel to and be prepared to stay at training sites on a regular basis as program needs dictate in order to provide Volunteers with health training, preventive care (e.g. immunizations), and clinical intervention as needed.
* The PCMO shall undertake routine visits to PCV living sites on a schedule developed in collaboration with the CD and other Peace Corps staff.

*International Travel*

* The PCMO is subject to worldwide availability and may be requested by the Peace  Corps to be reassigned or transferred permanently to another Peace Corps Post/Headquarters  or  perform temporary duties (TDY) as required and to travel to other assignments within Peace Corps’ medical systems and others as assigned.  Any such reassignment or transfer shall be subject to agreement of the PCMO.  The Scope of Practice as defined will remain the same; however the duties may be subject to change as determined by the AD/ OHS.

*General Staff Duties*

* Actively participates in all-staff meetings and staff development retreats
* Assisting in the planning of conferences and workshops
* Conducts self professionally at all times, treating colleagues in a respectful manner and encourages effective teamwork at Peace Corps Jamaica
* The incumbent is expected to exercise initiative, independent judgment and skill while carrying out recurring duties

*Teamwork, Professionalism and Judgment*

* Displays highest level of professional and ethical conduct at all times, treating colleagues, Volunteers and community members in a respectful manner that encourages collaboration and effective teamwork at Peace Corps Jamaica
* Maintains confidentiality and discloses any potential conflict of interest

**DESIRED QUALIFICATIONS:**

*Education*

* M.D. from an accredited school recognized by the Foundation for Advancement of International Medical Education and Research (<http://www.faimer.org/resources/imed.html>)
* Must have a current license to practice medicine in the country where the license was obtained

*Prior Work Experience*

* Relevant clinical experience in primary care
* Experience managing mental health issues including counseling of patients
* Experience in training design and presentation of health related materials
* Experience in program management and administration

*Knowledge, Skills, Abilities and Attitudes*

* Able to communicate effectively in oral/written English
* Must possess working knowledge of Microsoft Word, Excel, Access, Outlook
* Able to work effectively as part of an intercultural team
* Hardworking, reliable, and diligent with good interpersonal skills
* Willing to travel to sites throughout Jamaica
* Ability to work with minimal supervision

*Other*

* Must be able to obtain a U.S. visa
* Must be able to receive and maintain a security certification from the US Embassy Regional Security Office

**DESIRED BUT NOT REQUIRED QUALIFICATIONS:**

* Knowledge of Peace Corps mission/goals

**EVALUATION OF PERFORMANCE:**

At the conclusion of the mentoring period and annually, the Country Director and OHS will jointly evaluate the PCMO’s performance of duties under this contract in accordance with criteria set forth in the Medical Technical Guidelines. The initial evaluation at the conclusion of the mentoring period will include any assessments conducted by Peace Corps during the mentoring period.

PEACE CORPS MEDICAL OFFICER APPLICATION FORM

Name

SSN Date of birth Place of birth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Citizenship\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address

E-mail address

Telephone (Day) (Evening)

Available date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport Information:

Passport Issuing Country\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport issue date\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport expiration date\_\_\_\_\_\_\_\_\_\_

**1.** List and attach a detailed description of all work experience over the past ten years, accounting for any periods of unemployment longer than three months. You may attach a signed resume or CV if it contains all the information requested below, including:

• work experience for the past ten years, including your current position

• full description of duties and responsibilities for each position

• start and end dates for each position held

• salary for each position

• number of persons supervised

• whether full or part time

• reason for leaving

• names and telephone numbers of supervisors

• volunteer positions

• languages spoken

**2. LICENSES** (Include photocopies of all current, active licenses.)

|  |  |  |  |
| --- | --- | --- | --- |
| **Professional Title****and License number** | **State, Country** | **Issue Date** | **Expiration Date** **(If there is no expiration date, include an explanation).** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**3. CERTIFICATIONS** (Include photocopies of all current certifications.)

|  |  |  |  |
| --- | --- | --- | --- |
| **Professional Title** | **Certifying Authority** | **Issue Date** | **Expiration Date** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**4. EDUCATION AND TRAINING**

Please list the undergraduate, graduate, nursing, or medical school you attended, dates attended, and degrees received. Include all physician internships, residencies, and fellowships. If this information is already included in the resume or C.V. you are attaching, it is not necessary to repeat it here.

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME AND ADDRESS OF INSTITUTION** | **FROM-TO** | **DEGREE** | **DATE AWARDED** |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |

**5.** Please answer the following questions. If you answer yes to any question, please include a typewritten explanation on a separate page.

1. Has your license, certificate or registration to practice medicine or nursing ever

 been denied, revoked or restricted? yes \_\_\_ no \_\_\_

2. Is an action against your license, registration, or certificate pending at this

 time? yes \_\_\_ no \_\_

3. Have your privileges, membership, or employment at any hospital, medical

 or nursing institution ever been denied or suspended? yes \_\_\_ no \_\_\_

4. Is any action pending that would deny or suspend your privileges, membership

 or employment at a hospital, medical or nursing institution ?

 yes \_\_\_ no \_\_\_

5. Do you have a substance use history that may

 impair your ability to serve as a medical officer?

 yes \_\_\_ no \_\_\_

6. Has your narcotics license ever been restricted in any manner?

 yes \_\_\_ no \_\_\_

1. Have you ever been convicted of a criminal offense?

yes \_\_\_ no \_\_\_

1. Are any legal actions against you pending at this time?

yes \_\_\_ no \_\_\_

9. Have you ever been named a defendant in a malpractice action?

 yes \_\_\_ no \_\_\_

10. Have you ever been denied malpractice insurance or had your malpractice

 insurance canceled?

 yes \_\_\_ no \_\_\_

11. Have you ever received other than an honorable discharge from the military?

 yes \_\_\_ no \_\_

12. In the last 5 years have you:

• been fired from a job?

• quit after being told you would be fired?

• left a job by mutual agreement following allegation of misconduct?

• left by mutual agreement following allegation of unsatisfactory performance?

• left a job for other reasons under unfavorable circumstances?

 yes \_\_\_ no \_\_\_

13. Please account for any periods of unemployment longer than three months.

**Please use this space for explanation of any "yes" answers. Attach additional pages if necessary.**

14. French fluency? yes\_\_\_\_ no\_\_\_\_ some knowledge \_\_

15. **Non-US Citizens**

Have you ever been denied a US visa?

Do you anticipate that you would have any difficulty obtaining a US visa?

**6. REFERENCES**

List names, addresses and telephone numbers of threeprofessional references, one of whom is or was your immediate supervisor for the longest period during the past five years. Please contact them and ask them to write a letter of reference. Include the three reference letters in your application packet.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**AUTHORIZATION FOR THE RELEASE OF INFORMATION**

I consent to the release of information about me, and release from any liability for their statements all persons, corporations, and other entities who submit information to the Peace Corps to facilitate assessment of my qualifications. This consent includes the release of information that will help Peace Corps evaluate my professional competence, character, ethics, and other qualifications, and to resolve any doubts about my qualifications. I agree that I, as an applicant for affiliation with the Peace Corps, have the burden of producing and for resolving any doubts about such qualifications. If asked by Peace Corps, I consent to an interview to evaluate my professional and other qualifications. I understand that this information will be kept in confidence by the Peace Corps.

I certify that, to the best of my knowledge and belief, all of my statements made on this form, as well as on my resume or CV, and on all other documents submitted in connection with this application are true, correct, complete, and made in good faith.

Signature of applicant Date:

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**V. PCMO APPLICANT SKILLS SURVEY**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate your comfort level with each of the skills listed below by typing or printing an **X** in the appropriate column.

|  |  |
| --- | --- |
| SKILL | Level of comfort? |
| **I. Health Education and Prevention** | High | Moderate | Low | Do not feel competent |
| Individual patient education |  |  |  |  |
| Planning and conducting group health education sessions (PST, IST, COS |  |  |  |  |
| Development of health education handouts and newsletters |  |  |  |  |
| Administration of immunizations (IM, SC) |  |  |  |  |
| Indications and contraindications for immunization for: |  |  |  |  |
|  MMR, polio, tetanus |  |  |  |  |
|  Hepatitis B |  |  |  |  |
|  Typhoid, meningitis |  |  |  |  |
| Administration and interpretation of PPD skin test (intradermal) |  |  |  |  |
| INH therapy for PPD converters |  |  |  |  |
| Selection of malaria prophylaxis |  |  |  |  |
|  |  |  |  |  |
| **II. Clinical Care** |  |  |  |  |
| Medical history for common health problems |  |  |  |  |
| Comprehensive medical history and review of systems |  |  |  |  |
| Comprehensive physical examination |  |  |  |  |
| Monitoring and management of stable, chronic conditions |  |  |  |  |
| Coordinate referrals to specialist(s) |  |  |  |  |
| Evaluation and stabilization for acute, severe illnesses |  |  |  |  |
| Evaluation and stabilization for major trauma |  |  |  |  |
| SOAP note documentation |  |  |  |  |

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| SKILL | Level of comfort? |
| Specific examination skills: | High | Moderate | Low | Do not feel competent |
|  Retinal (ophthalmoscopic) |  |  |  |  |
|  Ear canal and drum |  |  |  |  |
|  Oral exam (acute dental pain) |  |  |  |  |
|  Chest (percussion and auscultation) |  |  |  |  |
|  Cardiac (murmurs) |  |  |  |  |
|  Breast |  |  |  |  |
|  Abdominal tenderness or masses |  |  |  |  |
|  Rectal and prostate |  |  |  |  |
|  Vaginal - visualization of cervix, PAP |  |  |  |  |
|  Vaginal - uterus, tubes, ovaries |  |  |  |  |
|  Basic exam of major joints (shoulder, knee, etc.) |  |  |  |  |
|  Neurologic status |  |  |  |  |
|  Mental status |  |  |  |  |
| Phlebotomy (venous blood samples) |  |  |  |  |
| Administer IM medications |  |  |  |  |
| Administer IV medications |  |  |  |  |
| Insert IV catheters |  |  |  |  |
| Select and administer IV fluids |  |  |  |  |
| Insert urethral catheters |  |  |  |  |
| Incision and drainage of abscesses |  |  |  |  |
| Basic suturing |  |  |  |  |
| Biopsy (simple) of skin lesion |  |  |  |  |
| Application of casts and splints |  |  |  |  |
| Record ECGs |  |  |  |  |
| Interpret: |  |  |  |  |
|  Lab reports (chemistry, serology, hematology) |  |  |  |  |
|  Chest xray films |  |  |  |  |
|  Xray films of common fractures/etc |  |  |  |  |
|  ECG tracings |  |  |  |  |
| Contraceptive counseling |  |  |  |  |
| STD/HIV risk counseling |  |  |  |  |

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| SKILL | Level of comfort? |
| Clinical management of: | High | Moderate | Low | Do not feel competent |
|  Common skin disorders |  |  |  |  |
|  Abrasions and burns |  |  |  |  |
|  Upper respiratory tract infections |  |  |  |  |
|  Allergic rhinitis |  |  |  |  |
|  Asthma (outpatient) |  |  |  |  |
|  Pneumonia |  |  |  |  |
|  Hypertension |  |  |  |  |
|  Diarrhea |  |  |  |  |
|  Gastroenteritis/gastritis |  |  |  |  |
|  Urinary tract infections |  |  |  |  |
|  Menstrual disorders |  |  |  |  |
|  Prenatal care (uncomplicated) |  |  |  |  |
|  Vaginal discharge |  |  |  |  |
|  STDs |  |  |  |  |
| Forensic evidence collection post sexual assault |  |  |  |  |
|  Musculoskeletal back pain |  |  |  |  |
|  Minor orthopedics |  |  |  |  |
|  Anemia |  |  |  |  |
|  Diabetes |  |  |  |  |
|  Hypothyroidism |  |  |  |  |
|  Seizure disorders |  |  |  |  |
|  Acute febrile illness |  |  |  |  |
|  Pulmonary TB (active) |  |  |  |  |
| In general, do you provide or prescribe medications for the above conditions: |  |  |  |  |
|  via written guidelines |  |  |  |  |
|  via consultation with MD |  |  |  |  |
|  via personal knowledge and experience |  |  |  |  |
|  |  |  |  |  |
| **III. Mental Health Support** |  |  |  |  |
| Evaluation/limited counseling for: |  |  |  |  |
|  Interpersonal problems |  |  |  |  |
|  Anxiety |  |  |  |  |
|  Depressed mood |  |  |  |  |
|  Alcohol or drug abuse |  |  |  |  |

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| SKILL | Level of comfort? |
|  | High | Moderate | Low | Do not feel competent |
|  Acute depression |  |  |  |  |
|  Panic attacks |  |  |  |  |
|  Suicidal ideation |  |  |  |  |
|  Psychosis |  |  |  |  |
|  |  |  |  |  |
| **IV. Administration and Program Management** |  |  |  |  |
| Maintaining medical confidentiality |  |  |  |  |
| Planning and budgeting |  |  |  |  |
| Medical supplies and pharmacy inventory management |  |  |  |  |
| Hospital/clinic assessment |  |  |  |  |
| Physician/consultant assessment |  |  |  |  |
| Planning and conducting prevention programs (screening programs, smoking cessation, etc.)  |  |  |  |  |
| Reporting of cases for epidemiological/public health analysis |  |  |  |  |

|  |
| --- |
| Additional comments: |
|  |

*Privileges for Peace Corps Medical Officers-- Physicians*

Name:

  *Please Print Your Name and Credentials Country*

**PRIVILEGES REQUESTED**

* **Core Privileges** – Privileges to perform duties that fall within the typical scope of a MD or DO.

**QUALIFICATIONS FOR PRIVILEGES**

*To be eligible for core privileges, the MD or DO applicant must meet the following qualifications:*

* Doctor of Medicine or Doctor of Osteopathy degree from a school in the United States or Canada approved by a recognized accrediting body in the year of the applicant’s graduation; **OR**
* A Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States, plus Education Commission Foreign Medical Graduate (ECFMG) certification and/or graduation from a school listed in the Foundation for Advancement of International Medical Education and Research (FAIMER) <http://www.faimer.org/resources/imed.html>
* Validation of foreign medical school accreditation
* Valid clinical MD or DO licensure
* Applicable knowledge and experience

**CORE PRIVILEGES**

***Privileges included in the Core: \*\****

Privileges that fall within the typical scope of a MD or DO practice include:

*(\*\*Please strike out any non-proficient privileges)*

* Patient triage
* Initiate life support when necessary
* Maintain an adult immunization program
* Maintain current, complete clinical records in SOAP
* Adhere to Peace Corps Medical Technical Guidelines
* Accompany medevacs when indicated
* Provide emotional support and short-term counseling
* Provide health education to Trainees/Volunteers
* Perform administrative functions of the health unit
* Accrue 20 or more hours of continuing education annually
* Perform comprehensive patient history taking and physical exams including pelvic exams/ pap smears
* Assess, diagnose, and manage acute and chronic clinical issues
* Toenail Removal
* Anoscopy
* Prescribe pharmacologic agents including controlled substances according to the Medical Technical Guidelines
* Serve as a clinical prescriber for PCMO-RNs
* Serve as a clinical advisor for PCMO-NPs or PAs
* Peripheral venipuncture for lab work and IV administration of meds
* PPD placement and reading
* Preparation of thick and thin malaria smears
* Pulse oximeter and PEAK flow reading
* EKG tracing and interpretation
* Office diagnostics including commercial testing kits for HIV, urine dips, HCG, etc.
* Basic microscopy including UAs, wet mounts, stool
* Uretheral catheterization
* Local infiltration anesthesia
* Simple laceration repair/I & D’s
* Punch/Excisional/Shave biopsy
* Needle aspiration for culture
* Wart ablation on extremities
* IUD removal

**\*\* On a separate sheet of paper, please describe any major, unexpected complications you**

**have encountered for any of the Core Privileges you are requesting.**

**ACKNOWLEDGEMENT OF PRACTICIONER**

*I have requested only those clinical privileges for which, by education, training, current experience, and demonstrated performance, I am qualified to function as a Peace Corps Medical Officer and a MD or DO.*

*I understand that in conducting any clinical privileges granted, I am constrained by the Peace Corps Office of Health Services policies and rules.*

Applicant Signature:

 *Please Sign Your Name* Date

 **CLINICAL SERVICE RECOMMENDATION**

***Core Clinical Privileges***

Approved with modification(s) (*specify below*)

Approved as requested

Denied

*I have reviewed the requested clinical privileges and supporting documentation for the above named practitioner and recommend action on the privileges as noted above:*

Signature Date

Chair, Credentialing Committee

Signature Date

Medical Director, Office of Health Services