POSITION DESCRIPTION

For the Period of July 1, 2021 through June 30, 2022

NAME:  
RANK:  
TITLE:  
TRACK:  
DEPARTMENT/DIVISION:  

POSITION PURPOSE:

 Participate as a full time faculty member in the Departmental and Medical School activities as a Clinical Teacher. The incumbent has a major commitment to the education in the form of scholarly activities related to education, leadership, administration and promotion of excellence in clinical care.

FUNCTIONAL RELATIONSHIPS:

The incumbent in this position reports to Infectious Diseases Division Chief, who reports to the Chair for the Department of Internal Medicine, who reports to the Dean and Provost of the School of Medicine.

DUTIES AND RESPONSIBILITIES:

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.

I. Administrative (includes 5% academic consideration time) 5%
   
   A. Academic consideration time. (.05 FTE)
   
   B. Assume other divisional and departmental administrative responsibility as directed by the Division Chief.
   
   C. Participate in Fellowship Program related activities.

II. Teaching 15%

   The SIU Department of Medicine is committed to delivering the highest quality medical education across
the learning continuum (e.g., medical school/residency/fellowship/continuing education and faculty development).

A. Teaching *(of which 7.5% is standard clinical and therefore incorporated in determining the clinical full-time equivalent or CFTE)*

1. Teach, mentor, and supervise individual students/residents/fellows, if applicable, during in-patient and out-patient consultations and follow-up visits.

2. Prepare and deliver lectures, seminars, conferences and rounds for students and residents taking the Infectious Diseases elective, along with other learners in the Department of Medicine and other departments. This also includes hospitals in communities of Central and Southern Illinois.

3. Provide periodic seminars/educational sessions for the division.

4. Prepare conferences for the Department of Medicine.

III. Research and Advanced Training 5%

As defined by individual interest and in compliance with Department policy.

IV. Service *(includes 7.5% Clinical Teaching effort)* 75%

A. Professional Services

1. Complete inpatient and outpatient consultations requested by full-time SIU clinical faculty, house staff and community physicians.

2. Develop and maintain professional practice in accordance with departmental policy.

3. A clinical full-time equivalent (CFTE) of **82.5%** which includes 7.5% clinical teaching. Based on the most recent three year rolling average of the academic MGMA 60th percentile benchmark and CFTE, achieve a minimum target of 3,520 RVUs per year. Specific Clinical duties include:
   a) A rotation supporting our Decatur Outreach with Decatur Memorial Medical Center.

B. University, Hospital and Regional Services

1. Participate in University, SIU HC and hospital committees as requested.

MINIMUM QUALIFICATIONS:

Sensitive to the needs of underrepresented minority populations.
Graduate of accredited medical school program.
Graduate of formal specialty training program in Infectious Disease.
Diplomate of the American Board of Internal Medicine or eligibility for ABIM.
Diplomate of the American Board of Infectious Diseases Medicine or eligibility for Infectious Diseases Board.
Licensed to practice medicine in the State of Illinois or Licensed by the State of Illinois prior to employment.
Experience providing services to multicultural populations.
Experience dealing with underrepresented minority populations.
DESIRED QUALIFICATIONS:

Experience working in an academic environment, both inpatient and outpatient settings.

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES:

Participates in meetings, training and other environmental, health and safety activities as required by SIU School of Medicine

WORKING CONDITIONS/PHYSICAL DEMANDS:

See attached Physical and environmental Requirements form.

__________________________________________  ____________________________
Incumbent, MD                                  Date

__________________________________________  ____________________________
Vidya Sundareshan, MD                          Date
Division of Infectious Diseases

__________________________________________  ____________________________
John M Flack, MD, MPH                          Date
Professor and Chair                           Department of Internal Medicine
# PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

**SIU SCHOOL OF MEDICINE**

<table>
<thead>
<tr>
<th>Incumbent:</th>
<th>Classification: Assistant Professor of Clinical Internal Medicine</th>
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<tbody>
<tr>
<td>Position No. (If applicable):</td>
<td>Department: Internal Medicine-SMS</td>
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## WORK ENVIRONMENT: (Check all applicable environments)

- Office
- Clinic
- Hospital
- Research Laboratory
- Warehouse
- Outdoors
- Other (Be Specific):  

## PHYSICAL DEMANDS:

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<td>Close visual acuity</td>
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<td>Travel</td>
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<td>Hearing - Conversation</td>
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<td>Gross hand manipulation</td>
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<td>Fine hand manipulation</td>
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<td>Working at heights</td>
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<td>Working in extreme cold, heat and/or humidity</td>
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<td>Working in close quarters</td>
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(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

I affirm the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

**Supervisor Signature**

**Employee Signature**

**Date**

**Supervisor Name**

**Date**

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