



Position: Clinical Director for the Appalachian Center for Preventative Medicine
Department: Executive Vice President & Chief Strategy Officer

The University of Pikeville seeks an innovative and experienced professional to serve as Clinic Director for the institution's interprofessional clinic located in Floyd County. This individual will provide leadership and oversight of the facility and coordinate the delivery of healthcare services in an interprofessional model. The Clinic Director plays a major role in creating a cohesive and efficient patient-centered healthcare environment. Position responsibilities also include working with the administration to fulfill the mission of the university and collaborating with regional stakeholders to promote the interdisciplinary delivery of healthcare services and develop long-term strategies and goals. The position requires extensive interaction with the Kentucky College of Osteopathic Medicine (KYCOM), Kentucky College of Optometry (KYCO), Tanner College of Dental Medicine (TCDM), College of Nursing and Human Services (CNHS), Coleman College of Business (CCOB) and personnel with the University's broader offices.

Key Functions

1. Provide clinical leadership and guidance to all healthcare professionals within the clinic.
2. Collaborate with the Deans and institutional leadership to develop facility policies and procedures in keeping with the mission of the institution.
3. Provide innovative leadership to facilitate the creation of the University of Pikeville interprofessional clinic.
4. Oversee the day-to-day operations of the University of Pikeville interprofessional clinic.
5. Develop and implement operational policies and procedures to ensure efficient clinic functioning.
6. Monitor and optimize clinic workflows to maximize patient access and satisfaction.
7. Oversee the management of patient scheduling, registration, and billing processes.
8. Work with the University of Pikeville faculty, staff, and students to ensure compliance with all pertinent state and federal guidelines pertaining to the delivery of healthcare services.
9. Oversee and ensure licensing and accreditation with entities such as the Kentucky Office of Inspector General (OIG).
10. Establish and oversee enforcement of safety and wellness policies, including Occupational Safety and Health Administration (OSHA) regulations.
11. Initiate and maintain credentialing with federal, state, and commercial insurance providers.
12. Establish and revisit provider services fee schedules and patient fee-for-service policies to aid in the delivery of care to those not covered by health insurance.
13. Schedule and conduct interprofessional team meetings for healthcare providers and staff.

14. Encourage and support continuous professional development and training.
15. Work collaboratively with key stakeholders within the region to develop strategic opportunities to address barriers to healthcare.
16. Promote diversity and sense of belonging while seeking opportunities to serve vulnerable populations within the region.
17. Establish and maintain strong relationships with local community organizations and healthcare providers.
18. Develop outreach programs to promote health education and awareness in the rural community.
19. Engaging with the community to promote the clinic's services and educate the public about healthcare options available.
20. Identify healthcare needs specific to the rural population and adapt clinic services accordingly.
21. Ensure that all clinical practices meet or exceed regulatory standards and guidelines.
22. Implement quality assurance and performance improvement programs.
23. Monitor patient satisfaction and address any concerns or complaints.
24. Develop budget requests to promote long-range planning for fiscal stability.
25. Develop and manage the clinic's budget, including revenue projections, expenses, and cost-control measures.
26. Seek and secure funding opportunities for grants, and partnerships to support clinic initiatives.
27. Participate in grant and research activities in partnership with an interprofessional team.
28. Perform duties as required to promote the strategic mission of the University of Pikeville.
29. Participate in activities required to maintain accreditation through SACSCOC and associated specialty bodies.

Skills/Experience/Training Required

- A minimum of a Bachelor's degree in Healthcare Administration, Business Administration, or related field. Masters preferred. A clinical background and/or public health experience is preferred.
- Extensive experience in healthcare management, including leadership roles in a rural healthcare setting.
- Strong understanding of healthcare regulations, compliance, and accreditation standards.
- Proven ability to lead and motivate a diverse team of healthcare professionals.
- A minimum of 5 years experience working as a Clinical Director or similar position.

Other Duties And Responsibilities

- Reinforce that patients receive comprehensive health care from a team of select medical fields.
- Knowledge of healthcare regulations and compliance standards.
- Prior experience in healthcare administration and clinic management is preferred.
- Innovative leadership with the ability to collaborate with a team of healthcare providers.
- Excellent communication and leadership skills. Reports to: Lori Werth, PhD Executive Vice President Supervisory Responsibility.

- Manage interdisciplinary staff members including scheduling and job assignments.

The University of Pikeville offers a competitive salary commensurate with qualifications and experience. UPIKE offers a competitive benefits package including medical, dental, vision, and life insurance, telemedicine, long-term disability, tuition waivers, a 403(b)-retirement plan, and HSA, FSA, & dependent care accounts. UPIKE also offers a generous holiday schedule and paid leave program.

Important Notes: Resume and other application materials will be reviewed to determine if you meet the required qualifications for the position. If it is determined that you meet the required qualifications, your application materials will be used to identify a top group of the most highly qualified candidates. Please, specifically address the qualifications, competencies and desired qualifications in your resume and application materials.

The University of Pikeville is committed to providing a safe and productive learning, living and working community. To achieve this goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include a criminal history record check, and when appropriate, a financial and/or motor vehicle history.

The University of Pikeville is an equal opportunity employer committed to assembling a diverse, broadly trained faculty and staff. The University of Pikeville does not discriminate on the basis of race, ethnicity, color, sex, gender, gender identity, sexual orientation, religion, national origin, age or disabilities in its programs, activities, hiring, or the admission of students.

For more information about the University of Pikeville, please visit <http://www.upike.edu>. In addition to the application, interested applicants are requested to attach to their application a letter of interest, current resume, and the contact information for three to five professional references.