



## Job Description: Consulting Psychiatrist GA-U Mental Health Pilot

### JOB SUMMARY

The consulting psychiatrist is responsible for supporting mental health care provided by primary care providers and care coordinators treating GA-U patients in participating community health centers (CHCs) or other primary care clinics.

### DUTIES AND RESPONSIBILITIES

1. Provide regularly scheduled (usually weekly) caseload consultation to assigned care coordinators (CCs). These consultations will primarily focus on patients who are new to treatment or who are not improving as expected.
2. Provide telephonic consultation to primary care physicians (PCPs) as requested, focusing on patients in the CCs caseload.
3. Work with the assigned CCs to track and oversee their patient panels and clinical outcomes using the web-based MHITS care management tracking system.
4. Suggest treatment plan changes including medication recommendations for patients who are not improving as expected.
5. Discuss patients who need referral for additional specialty mental health care (e.g., to a community mental health center) and advise on treatment plans until patients are engaged in appropriate care.
6. Use the web-based tracking system (MHITS) to document recommendations for treatment and / or referrals so that they can be easily shared with PCPs and other treating providers.
7. Ensure that all protected health information (PHI) in local computer/networks is stored in compliance with HIPAA regulations as specified in the Provider Agreement. Delete all temporarily stored PHI promptly as soon as the information is no longer needed.
8. Clearly communicate to CCs and PCPs the limitations of the consultation and treatment recommendations if you did not evaluate the client in person. Include the following disclaimer statement acknowledging these limitations in all consult notes:
  - o *The above treatment considerations and suggestions are based on consultation with the patient's care coordinator and a review of information available in the Mental Health Integrated Tracking System (MHITS). I have not personally examined the patient. All recommendations should be implemented with consideration of the patient's relevant prior history and current clinical status. Please feel free to call me with any questions about the care of this patient.*
9. Maintain professional cell phone and Email accounts for contact during usual business hours.
10. Respond to telephone calls from primary care providers and CCs within one business day. Responds to urgent telephone calls within one hour if available.
11. Check professional Email account daily. Respond to Email questions/consultations within two business days, sooner if urgent.
12. Provide availability to other GAU/MHIP network consulting psychiatrists for vacation coverage.
13. Participate (in-person or by telephone) in the monthly MHIP Psychiatric Consultant meeting (currently scheduled for the first Friday of each month, 1:00 – 2:00PM).
14. Visit each participating clinic at least quarterly. On-site activities during these meetings may include meeting CCs and/or PCP's, discussing procedures and coordinating services, provider education, case presentation, or in-person evaluation of selected clients.

15. Consulting psychiatrists may elect to evaluate personally GA-U clients who present diagnostic or therapeutic challenges via telemedicine or at one of the participating CHCs.
16. Consulting psychiatrists provide or participate in training and technical assistance activities organized for CCs or PCPs.

## **CONSULTATION**

A typical workload for a 1.0 FTE consulting psychiatrist includes:

1. Regular (usually weekly) consultation with about 10 FTE care coordinators (~ 65 % time).
2. Consultation, training and technical assistance activities with PCPs or CCs (~ 15 % time).  
These may involve individual consultations or presentations at local provider meetings, regional GA-U mental health training meetings, webinars or other training activities coordinated by the Training and Technical Assistance program at the University of Washington.
3. Direct patient consultation, via telemedicine or at a CHC (~ 5 % time)
4. Participation in program coordination and planning activities (~ 15 % time).  
These include a monthly teleconference with other consulting psychiatrists in the GA-U mental health program, weekly meetings with CHPW and UW program staff, or meetings at local CHCs.

*\*Schedules are adjusted (and allocations are pro-rated) for consultation to CCs who are less than full-time.*

## **REQUIREMENTS**

- Licensed psychiatrist. Demonstrated ability to collaborate effectively in a team setting.
- Excellent communication skills.
- Positive, flexible, and solution-focused attitude.
- Ability to multitask during consultations.
- Ability to quickly synthesize medical and psychiatric data and formulate effective and evidence-based clinical recommendations.
- Basic (or better) typing skills.
- Intermediate (or better) computer skills (including file management, web-searching, web-page navigation, cut/paste, drag and drop, use of shortcuts and menus, and switching between windows).

## **DESIRED**

- Board-eligible in psychiatry.
- Experience with primary care psychiatry, consultation-liaison psychiatry, or geriatric psychiatry.
- Experience working with underserved, transient populations and clinical co-morbidities (co-occurring mental health, substance abuse, and physical health problems).