



PORTLAND VA MEDICAL CENTER

Our mission is to honor America's veterans by providing exceptional health care that improves their health and well-being.



NOTICE OF VACANCY

POSITION TITLE: Physician (Group Practice Manager)

ANNOUNCEMENT #: T38-11-0050-DM

DIVISION: Primary Care Division

LOCATION: Bend, Oregon

SERIES & SALARY RANGE: VM-0602-15, (Dependent upon qualifications and experience, Based on full-time employment)

OPEN DATE: 01/18/2011

CLOSE DATE: 09/30/2011

NUMBER OF VACANCIES: 1

POSITION INFORMATION: Permanent, Full-time

WHO MAY APPLY:

- Portland VA and Nationwide VA Medical Center career or career conditional employees and permanent Title 38 and Title 38 Hybrid employees eligible under the interchange agreement.
- Any US Citizen

BARGAINING UNIT POSITION: No

To fulfill President Lincoln's promise, *'To care for him who shall have borne the battle, and for his widow, and his orphan.'* by serving and honoring the men and women who are America's Veterans. How would you like to become a part of a team providing compassionate care to Veterans? As a VA professional, your opportunities are endless. With many openings in the multiple functions of VA, you will have a wide range of opportunities and leadership positions at your fingertips. Not only is it the largest, most technologically advanced integrated health care system in the Nation, but we also provide many other services to Veterans through the Benefits Administration and National Cemeteries. VA professionals feel good about their careers and their ability to balance work and home life. VA offers generous paid time off and a variety of predictable and flexible scheduling opportunities.

MAJOR DUTIES: The Group Practice Manager will provide management and leadership of interdisciplinary patient care services within the Primary Care setting, working as a team with a Nurse Operations Manager in the clinic. The incumbent will be the first-line supervisor to the primary care providers (physicians, nurse practitioners, and physician assistants) within that practice group. The incumbent will also be a member of the Primary Care Clinical Board, and will be responsible for assigned clinical leadership duties. The incumbent will be responsible for working with the Primary Care Division and other divisions within the medical center to achieve quality care standards, productivity targets, efficiency and process improvement, patient satisfaction goals, accessibility to care standards, and performance targets. The incumbent will also be expected to carry a partial panel of primary care patients.

QUALIFICATIONS:

- **Eligibility:** U.S. Office of Personnel Management <http://www.opm.gov/qualifications/standards/indexes/0600-ndx.asp> Handbook for AD/VM-602 series Regulatory requirements such as "time-in-grade" and "time after competitive appointment" are applicable.
- **Basic Requirements:** Must be US Citizen
- Must have a Degree of doctor of medicine or an equivalent degree resulting from a course of education in medicine or osteopathic medicine.
- Must provide evidence of an active, current, full and unrestricted license to practice Medicine or Surgery in a State, Territory or Commonwealth of the U.S. or the District of Columbia.
- The candidate will be board-certified or board eligible in either Internal Medicine or Family Practice. Management experience in a primary care practice setting is preferred

CONDITIONS OF EMPLOYMENT:

- Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future
- Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.
- All information submitted to this VA Medical Center is subject to verification by VetPro.
- If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

Please note: It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept in a US government envelope.



PORTLAND VA MEDICAL CENTER

Our mission is to honor America's veterans by providing exceptional health care that improves their health and well-being.



NOTICE OF VACANCY

- A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.
- Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.
- Relocation incentive may be authorized.
- Recruitment incentive may be authorized.
- A drug test may be required for an applicant who is tentatively selected.
- A pre-employment physical examination will be required for an applicant who is tentatively selected.
- Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38 USC 7402(d) and 7407(d).
- [VACareers](#) has descriptions of all Title 38 Jobs and their benefits.
- This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis
- The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

Portland VAMC Permanent Employees must submit a

1. [VAF 4078, Application for Promotion or Reassignment](#)

Other VA Permanent Employees must submit

1. [VA Form 10-2850 Application For Physicians, Dentists, Podiatrists, and Optometrists](#)
2. Curriculum vita should be enclosed as additional information
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
4. Latest SF-50, Notification of Personnel Action
5. Copies of all current licenses
6. Latest performance appraisal

Non VA Applicants must submit:

1. [VA Form 10-2850 Application For Physicians, Dentists, Podiatrists, and Optometrists](#)
2. Curriculum vita should be enclosed as additional information
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
4. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (FOR 5 POINT Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
5. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
6. Copies of all current licenses.
7. A copy of your college transcripts (Optional unless education is required).

Please note: It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept in a US government envelope.



PORTLAND VA MEDICAL CENTER

Our mission is to honor America's veterans by providing exceptional health care that improves their health and well-being.



NOTICE OF VACANCY

All application packets must be received in Human Resources by Close of Business (COB) on 09/30/2011.

- Applications may be emailed to: PortlandVAJobs@va.gov
- Received by Fax to: 503.273.5029 **ATTN:** T38-11-0050-DM
- Mailed to: PO BOX 1034, Portland, OR 97207 **ATTN:** T38-11-0050-DM
- Brought in person to: Portland VA Medical Center at 3710 SW US Veterans Hospital Road, Portland, OR 97239, Human Resources Building 16, Room 300

Thank you for your interest in the Portland VA Medical Center, for more career opportunities please visit: [Portland VA Human Resources](#) or [USAJobs](#).

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.
- Foreign Education: To receive credit for education completed outside the United States, you must show proof that the education has been submitted to a private organization that specializes in the interpretation of foreign educational credentials and such education has been deemed at least equivalent to that gained in conventional U.S. education programs.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**

Please note: It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept in a US government envelope.