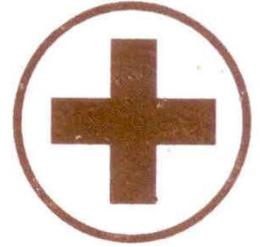




ST. FRANCIS COMMUNITY HOSPITAL

C/O LITTLE SISTERS OF ST. FRANCIS OF ASSISI
P.O BOX 62676 - 00200 NAIROBI KENYA

TEL: 020-2445811, 0713-969608



JOB ADVERT- MEDICAL OFFICERS (2 POSITIONS)

St. Francis Community Hospital, an ISO 9001:2015 certified Level 5 Faith-Based Hospital, has excellent career opportunities for individuals who possess a passion for excellence, strong work ethic, are results oriented and committed to continual improvement.

Job Purpose

Reporting to the Medical Superintendent, The holder of this position will ensure effective management and care of patients in the Extended Outpatient Clinic with the aim of ensuring optimal delivery of quality patient care and actively participate in quality improvement and provision of medical education services.

Key Result Area

- ❖ Receive patients in the Extended Outpatient Clinic, initiate and monitor treatment;
- ❖ Maintain high-quality service delivery data and ensure prompt reporting /documentation is achieved in line with MOH and the Hospital reporting framework;
- ❖ Admit and discharge patients through the Extended Outpatient Clinic;
- ❖ Ensure timely recognition of potential medical complications and attend to or refer them as appropriate;
- ❖ Perform index medico-surgical consultations in the Extended Outpatient Clinic;
- ❖ Prescribe and interpret diagnostic tests to obtain more information for underlying infections or abnormalities;
- ❖ Reach an informed working diagnosis based on scientific knowledge, the patient's medical history and corroborating diagnostic aids;
- ❖ Prescribe medications or drugs and provide comprehensive instructions for administration;
- ❖ Ensure that all assessments and treatment provided are properly documented on patient's records;
- ❖ Conduct indicated medico-surgical procedures, as credentialed, after getting the consent from patients and/or their relatives.
- ❖ Attend to emergencies and escalate to specialists as required;
- ❖ Participate in and facilitate Continuous Medical Education (C.M.E.) sessions;
- ❖ Liaise with the Quality Assurance Unit in supporting regular quality updates at the Hospital;
- ❖ Routinely seek opportunities for personal professional development in clinical skills and updates to deliver high quality services;
- ❖ Participate in and facilitate patient-centric Health Talks;
- ❖ Assist in the formulation and review of relevant policies and procedures;
- ❖ Participate in clinical audits;

Job Requirements

- ❖ Bachelor's degree in Medicine and Surgery from a recognized university.

- ❖ Must be registered with the Kenya Medical Practitioners and Dentists Board and possess a valid Private practice License.
- ❖ Must have a minimum 2 years' experience working in a busy hospital environment preferably the outpatient department.
- ❖ Must have ICU & Accident Emergency experience.
- ❖ Sound diagnostic skills and judgment.
- ❖ Excellent problem solving and decision-making skills.
- ❖ Effective communication skills.
- ❖ Must be detail-oriented and have good interpersonal relations/ ability to demonstrate excellent PR skills.
- ❖ Must be well-organized and have the ability to plan ahead and deal with care issues as they arise.
- ❖ Must be thorough and proactive to ensure quality care and positive outcomes;
- ❖ Must be able to work closely within a multi-disciplinary team.
- ❖ Must be computer-literate; experienced in using an HMIS.
- ❖ Must be focused on developing professional expertise and knowledge by actively engaging in continuing professional education and development.
- ❖ Must have BLS and ACLS certification.
- ❖ ATLS Certification will be an added advantage.

How to Apply

Only qualified candidates are encouraged to email their applications with detailed curriculum vitae, names and contacts of three referees, current and expected salary to hr@stfrancishospital.or.ke on or before **25th November, 2018.**

info@stfrancishospital.or.ke

www.stfrancishospital.or.ke