



**Cayuga County Department of Human Resources  
and Civil Service Commission**

**JOB SPECIFICATION**

Civil Service Title: **JAIL PHYSICIAN**  
Jurisdictional Class: Non-Competitive  
Civil Division: County – Jail  
Adoption: CSM  
Revised: CSM 3/14/90; 10/09/02

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**DISTINGUISHING FEATURES OF THE CLASS:**

The duties of this position involve the performance of professional medical services in the examination and care of inmates in the County correctional facility. This is a part-time position involving regularly scheduled visits to the facility for resolution of routine medical problems of the inmates and responding to emergency calls where the services of a physician are required. The incumbent exercises professional judgment in treating or referring inmates to a hospital for treatment. The incumbent exercises general direction and supervision over the classification of Registered Professional Nurses (Jail).

**TYPICAL WORK ACTIVITIES: (Illustrative Only)**

Examines inmates with medical complaints and provides or prescribes appropriate treatment;  
Refers inmates to a specialist or hospital when in-house treatment is not possible or practicable;  
Prescribes medication and leaves instructions as to the frequency and quantity to be administered;  
Performs routine medical procedures such as administering injections, drawing blood, taking blood pressure, physical examination, dressing, or suturing wounds, etc.;  
Prepares reports of examinations and treatments made.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles and practices of medicine;  
Ability to get along well with others;  
Good professional medical judgment;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Graduation from a school of medicine approved by the New York State Education Department with a Medical Doctor Degree.

**SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:**

Eligibility for a license to practice medicine in New York State at the time of application;  
Possession of the license at the time of appointment.