Physician (Pediatrics)

Announcement Details

Exam Announcement Details

Exam Title	Physician (Pediatrics)
Exam Number	4D02-20120319-OC-05
Salary	$85,419 - $109,820 - Full Time Positions* $59,795 - $76, 874 - Part-Time Positions* $83.83 per hour - Hourly Positions * Starting Salary - New employees may be appointed at a step in the pay range above the minimum depending on qualifications
Competition	Open-Competitive
Department	
Announcement Date	03/19/2012
Close Date	04/13/2012
General Definition	This is specialized medical work examining and treating patients in a municipal health clinic. The employee has a controlling responsibility over the activities of a specialized clinic of a health center. Responsibility for securing and maintaining the patient's cooperation is a significant aspect of the work. Work is performed under the general supervision of a medical superior.
Union Code	J. AFSCME D.C.47 Local 2187
FLSA Code	Exempt

Minimum Requirements

Minimum Training, Education & Experience	The following statements represent the minimum training and experience standards which will be used to admit or reject applicants for tests.Candidates must meet requirements within 30 days after the last date for filing applications. 1. EDUCATION: Graduation from an accredited school of medicine or osteopathy with a degree of Doctor of Medicine or Osteopathy and completion of an internship in an approved hospital; AND 2. PEDIATRIC SPECIALTY: Completion of all current formal requirements necessary to be accepted for the initial examinations for certification by the appropriate American Medical or Osteopathic Specialty Board.
Physical & Medical Requirements	Ability to physically perform the duties and to work in the environmental conditions required of a position in this class.
Required Licenses & Certifications	Possession of a valid unrestricted license to practice medicine or osteopathy in the Commonwealth of Pennsylvania issued by the appropriate state board prior to and during tenure of appointment as a Physician. FAMILY MEDICINE, INTERNAL MEDICINE AND PEDIATRIC SPECIALTIES Eligibility for hospital admitting privileges in the appropriate specialty department, and possession of hospital admitting privileges within one year of the date of appointment and during tenure of employment. ALL SPECIALTIES

Eligibility for an unrestricted Controlled Substances Registration Certification from the United States Department of Justice, Drug Enforcement Administration, and possession of such certification within six months of the date of appointment and during tenure of employment.

Completion of one hundred fifty (150) hours of continuing medical education (CME) credits within three years from the date of appointment, of which a minimum of sixty (60) hours shall be Category I credits.

Other Requirements

TRANSCRIPT, LICENSES, REGISTRATIONS AND CERTIFICATION REQUIREMENTS

Candidates MUST submit a copy of their license, registration or certification indicating successful completion; Candidates MUST submit a copy of their official college or university transcript(s) indicating completion of the educational requirement at the time of application. Transcripts MUST indicate conference of the appropriate degree. Candidates with a degree from foreign colleges or universities must submit proof of degree as certified by a professional evaluation service.

If you have ever submitted a paper transcript for any City of Philadelphia civil service examination, you have to submit another transcript

Option 1 – Upload a paperless transcript – One time only!

Candidates may upload transcripts into their account, and attach a transcript with this application. Once the transcript is uploaded, it may be attached to all future applications. You will not have to submit another transcript when you submit applications in the future. Attaching your transcript will save you time and money if you apply for an examination in the future, and you will be assured that your transcript cannot be misplaced.

Option 2 – Submit a paper transcript – Separate transcript required for each application
If you submit a paper copy of a transcript, the transcript will be used for this application only. You will have to submit transcripts again whenever you apply for an examination in the future. Paper transcripts will not be retained and will not be returned to applicants.

Mailing address for paper transcript submissions and other required materials (DD-214, licenses, certifications, etc.):
City of Philadelphia
Office of Human Resources
1401 JFK Blvd., Suite 1530
Philadelphia, PA 19102
Attention: Eric Myers

Equivalency Statement(s)

Application Details

Application Procedures

The City of Philadelphia is an Equal Opportunity employer and does not permit discrimination based on race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, age, disability, marital status, source of income, familial status, genetic information or domestic or sexual violence victim status. If you believe you were discriminated against, call the Philadelphia Commission on Human Relations at 215-686-4670 or send an email to faqpchr@phila.gov. For more information go to: www.phila.gov/humanrelations

As a condition of employment with the City, any person offered employment shall be required to certify that such person either is fully current on any and all debts, taxes, fees, judgments, claims, and other accounts and obligations due and owing to the City; or has voluntarily entered into a payment agreement with the City. For so long as the person is employed by the City, the amount of the payment as set forth in the payment agreement (not to exceed, for any pay period, twenty percent (20%) of the person's gross pay for such period, without the person's consent) shall be withheld from each paycheck until such payment agreement is fully satisfied.
Such person shall also be required to certify as a condition of employment that he or she is fully current on any and all debts, taxes, fees, judgments, claims, and other accounts and obligations due and owing to the Philadelphia Gas Works (PGW) or has voluntarily entered into a payment agreement with PGW.

Failure to enter into a payment agreement shall result in the cancellation of the appointment and removal from the certification. The name of the eligible candidate will be returned to the eligible list.

Only an on-line application will be accepted for this exam. Paper applications will not be accepted.

Computers are available at the Employment Application Center on the Concourse Level of the Municipal Services Building, 1401 J. F. Kennedy Boulevard in Center City Philadelphia, Monday through Friday, 12:00 PM (Noon) to 4:00 PM, and at your local Philadelphia Free Library branch.

ALL Applications must be received by end of business on April 13, 2012.

Your application will be rejected and you will be disqualified from competing in this examination if you:
1) Do not provide your complete and accurate social security number.
2) Attempt to practice fraud or deception in the preparation of this application

If you provide an email address, all correspondence regarding this examination will be sent to you by e-mail only.

Please note: It is your responsibility to notify the Office of Human Resources if you change your contact information. Changes made to your account after an application has been submitted will not be updated on your application. Please call the Office of Human Resources at 215-686-0880 or email hrhelpdesk@phila.gov to have these changes applied to specific applications. Failure to do so may result in notifications not reaching you.

Notes to Applicants

Note: Physicians may be hired as full-time, part-time or hourly employees.

ELIGIBLE LISTS
OPEN-COMPETITIVE. Only an open competitive eligible list will be established as a result of this examination. Permanent City employees will receive no promotional preference in this examination.

Candidates who pass the exam and are placed on the civil service list will be retained on the list for a minimum of one year and a maximum of two years after the establishment of the Eligible List.

RESIDENCY WAIVER: The Civil Service Commission has waived the usual requirement that candidates must be residents of Philadelphia

PREFERENCE FOR PHILADELPHIA RESIDENTS: Candidates who have maintained a bona fide residence in Philadelphia for at least one year prior to the date of the civil service examination shall have priority over all other persons receiving an identical test score.

To receive such preference, candidates must respond to the question regarding residence when they appear to take the examination and to the supplemental question regarding residence later in this form.

If candidates are required to appear to compete in an examination, the response on that day will be used to determine eligibility for preference for residents.

If the examination is a training and experience evaluation, the response on this application will be used to determine eligibility for preference for residents.

If an applicant does not respond to the appropriate residence question, it will be assumed that the applicant does not qualify for residence preference. Eligibility for residence preference must be determined by the date of the test administration. No requests for residence preference will be granted after the test administration.

U.S. VETERAN'S PREFERENCE
Ten points for veteran's preference will be added to the scores of eligible veterans who apply for open competitive tests and pass the examination. You must be honorably discharged from the U.S. armed forces. Attach a DD214, member 4, to your application if you wish your eligibility to be reviewed. Spouses of disabled or deceased veterans may also be considered.

LEGACY PREFERENCE
The children of Philadelphia Firefighters or Police Officers who were killed or died in the line of duty shall be accorded a preference in open competitive civil service entrance examinations. Candidates who qualify for this preference and who take and pass open competitive civil service examinations shall have ten points added to their final score. The candidate must successfully pass all parts of the examination before points are awarded.

Projected Exam Date	Training and Experience Evaluation Applicants will be evaluated and scored based upon their training and experience credentials. Applicants will not be asked to appear to take a scheduled examination. A Published List of Candidates and/or an Eligible List is planned for the week of May 14, 2012.Please note that this date may change. An Eligible List may be established simultaneously with the Published List of Candidates (when an immediate need to hire exists) or upon first certification request by the hiring authority.
Test Review	In accordance with Civil Service Regulation 9.091D, candidates may review their answer sheets and other test papers to determine if they have been scored correctly or if there has been an irregularity in the administration of the examination. Candidates will have 30 days after the results have been mailed to review their test. Call 215 686-0880 if you wish to schedule a test review.
Assigned to	Eric Myers

Parts & Weights

Part	Training and Experience Evaluation
Weight	100%

Posting Specific Questions

Required fields are indicated with an asterisk (*).

1. * The location that you are applying from is:
   - Free Library
   - Recreation Center
   - Home/Work/School/Mobile device
   - Application Center- (Municipal Services Bldg.)
   - Other

Applicant Documents

Required Documents

Optional Documents

1. Transcripts
2. DD-214
3. Licenses, Registrations and/or Certificates 1
4. Licenses, Registrations and/or Certificates 2