



OPEN CITIES HEALTH CENTER

JOB DESCRIPTION

Position Title: Chiropractor

Reports to: Chiropractic Director

Supervises: Chiropractor Assistant, Radiological Technologist, Registration Clerk

Technique: Diversified

Summary of Position:

The Clinic Chiropractor is responsible for diagnosing and treating patients with health problems associated with muscular, nervous and skeletal systems issues. The Clinic Chiropractor utilizes natural, drugless, non-surgical interventions. They also recommend lifestyle changes to their patients including diet, exercise, and sleep habits, when appropriate. The Chiropractor frequently consults with and refers patients to other provider types in the Clinic system.

Duties and Responsibilities:

1. The Clinic's Chiropractor adheres to a standardized routine to secure patient information needed for diagnosis and treatment, including the patient's medical history, physical assessment, neurological, and orthopedic examinations, and may order laboratory tests.
2. Orders and conducts X-rays and other imaging modalities as part of the diagnostic process. May also employ a postural and spinal analysis common to chiropractic diagnosis.
3. Therapeutic approach includes manually manipulating or adjusting the spinal column and other articulators as needed. As appropriate, will utilize water, light, massage, ultrasound, electric and heat therapy and may apply supports such as straps, tapes, and braces.
4. Counsel patients about wellness concepts such as nutrition, exercise, lifestyle changes, stress management and the use of supplements.
5. Maintains patient medical records. Provides correspondence to insurance payers. Completes documents for motor vehicle accident and/or Worker's Compensation cases.

Corresponds with employers, schools and government agencies with the permission of the patient,

6. Creates home care and rehabilitation plans for patients. Supervises and demonstrates exercises as needed.

7. Follows all health regulatory requirements, as they relate to the scope of Chiropractic practice, HIPAA and other Health Department requirements.

Required Qualifications:

Graduate of an accredited School of Chiropractic Medicine and completion of a clinical externship. Licensed by the State of Minnesota. Successful completion of all required background checks.

Preferred Qualifications:

- MBCE approved acupuncture certification
- Board certification in nutrition, orthopedics, rehabilitation, or internal diagnosis
- Multi-lingual capacity
- Soft tissue certification/experience

I have read the above job descriptions for the position of Chiropractor. I understand the duties and responsibilities of this job and agree to perform these functions and requirements as set forth in the job description. I hereby accept the position of Chiropractor at Open Cities Health Center.

Signature of Chiropractor

Date

Signature of Director/Manager

Date