

New York State Department of Civil Service
Division of Classification & Compensation

Tentative Classification Standard

Occ. Code 5276990

Medical Director, NS

Brief Description of Class

Medical Directors oversee agencies' medical programs and supervise staff performing medical examinations. These positions develop policies and procedures related to medical functions at assigned agencies, ensuring compliance with legal requirements, and consistency with industry standards and best practices. Positions in these titles are in the non-competitive or exempt jurisdictional class

These positions are classified at multiple State agencies.

Distinguishing Characteristics

Medical Director: directs the operations and activities of an agency's medical program; supervises staff or consultants performing medical examinations, and develops policies and procedures related to an agency's medical functions.

Illustrative Duties

Supervises medical examiners and reviews medical examinations.

Determines the necessity for outside consultations and orders additional testing when necessary.

Analyzes current medical practices and policies and recommends changes.

Develops training curriculum for program and may personally conduct training for staff.

Coordinates health and well-being initiatives.

Provides medical testimony for legal cases involving the agency within their area of medical expertise.

At the State Insurance Fund, supervises the medical aspect of compensation claims.

- Selects cases for rehabilitative treatment, and provides guidance to claims staff regarding the necessity for treatment.
- Reviews requests for surgery, hospitalization, surgical appliances, and consultants' reports.

At the Department of State, administers the medical functions of the New York State Athletic Commission.

- Performs medical examinations of Combative Sport Professionals.
- Reviews career history of contenders seeking licensure and makes recommendations whether contenders should be allowed to compete.
- Develops policy as it relates to the medical requirements necessary to compete professionally in New York State.
- Recommends appointments of physicians to work ringside.
- Chairs Medical Advisory Board meetings.

At the Division of State Police, makes recommendations regarding the fitness for duty of sworn members and oversees first aid and emergency medical response training programs for sworn members.

- Advises on agency's medical preparedness and policies.
- Monitors the course of treatment for members who become injured in the line-of-duty.
- Reviews Independent Medical Examinations conducted for Workers Compensation claims.
- Analyzes injury and illness trends among Division employees to identify areas for improvement.
- Reviews medical emergency responses by sworn members to determine efficacy of training.

Minimum Qualifications

Non-Competitive: License to practice medicine in New York State and board certified in Neurology, Neurophysiology, or a closely related specialty and five years of related

medical experience, one of which must have been in the practice, instruction, or research of sports medicine.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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