

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Tucson Area Indian Health Service  
Southwest Region Human Resources Office-Tucson  
7900 South J. Stock Road, Tucson, AZ 85746

*Preference in filling vacancies is given to qualified Native American Indian Candidates or Alaska Natives in accordance with the INDIAN PREFERENCE ACT, TITLE 25, US CODE, SECTION 472 & 473. In other than the above, the Indian Health Service is an Equal Opportunity Employer.*

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**DIRECT HIRE AUTHORITY VACANCY ANNOUNCEMENT**

These positions are being filled through Office of Personnel Management's Government-wide Direct Hire Authority (DHA) for this occupation and are open to all U.S. Citizens. The Direct Hire Authority has been authorized by the Homeland Security Act of 2002 and Part 337, Subpart B, Title 5 of the Code of Federal Regulations (5 CFR). If filled utilizing DHA, the following is applicable: all applicants who meet the basic qualification requirements will be forwarded to the Selecting Official for consideration. The "rule of three," Veteran's preference and traditional rating and ranking of applicants do not apply to the Direct Hire process. Indian Preference does apply.

**WHO MAY APPLY:**

This notice is issued under the direct-hire authority to recruit new talent to occupations for which the Department of Health and Human Services has a severe shortage of candidates or a critical hiring need. As such, this notice is targeted to individuals who are **qualified United States citizens and are not current permanent Federal employees or have had previous Federal Service**. For those with current civil service status or have reinstatement eligibility, you must apply to vacancy announcements posted through the local Human Resources Department and are not eligible for a Direct Hire Authority (DHA) appointment.

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**ANNOUNCEMENT NUMBER:**  
**SWR-09-TUC-DHA**

**OPENING DATE:**  
**01-09-2009**

**CLOSING DATE:**  
**12-31-2009**

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To obtain additional information on a Direct Hire Authority appointment contact: Dr. Peter A. Ziegler, Clinical Director, Division of Clinical Services, Sells Service Unit, at 520-383-7200 or [peter.ziegler@ihs.gov](mailto:peter.ziegler@ihs.gov)

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**POSITION TITLE/SERIES/GRADE:** Medical Officer (General Practice)  
GS-602-13/14/15

**SALARY RANGES:** GS-13: \$ 89,447 TO \$110,633  
GS-14: \$102,919 TO \$127,957  
GS-15: \$111,760 TO \$145,290

**FEDERAL GRADE LEVELS:** GS-0602-13/14/15

**PROMOTION POTENTIAL:** To GS-15

**TRAVEL:** Yes, travel will be paid in accordance with Federal travel regulations.

**GOVERNMENT HOUSING:** Is available at some locations and is based on availability.

**RECRUITMENT INCENTIVES:** A Recruitment or Relocation Bonus up to 25% of the base pay and/or Physician Comparability Allowance may be available.

**APPOINTMENT/WORK SCHEDULE:** Positions may be filled as permanent, term or temporary, on a full-time, part-time, or intermittent schedule. Positions to be filled as vacancies occur. Physicians may be subject to on-call and/or call back tours of duty.

**AREA OF CONSIDERATION:** All Sources

**DUTY LOCATIONS:** Tucson Area Wide: Sells Indian Hospital, San Xavier Health Center, Santa Rosa Health Center, or San Simon Health Center

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**JOB DESCRIPTION:** Serves as Medical Officer (General Practice) performing and providing diagnostic, preventative, and/or therapeutic services to patients in hospitals, health centers, or other designated health care facilities. Performs and provides the diagnosis, care, and treatment of inpatients, ambulatory care patients, and emergency cases for a full range of cases. Interviews and examines patients, reviews past medical history, and requests and/or performs diagnostic tests and examinations, Makes preliminary diagnosis, directs, prescribes, or provides a full treatment regimen, or arranges for specialized care including prevention, health maintenance, early diagnosis, treatment, and follow-up services. Performs and/or assists other physicians in the performance of minor surgery. Ensures preparation of appropriate medical records for all patients seen to ensure the accumulation and organization of all pertinent clinical data needed to provide comprehensive medical care. Performs other duties as assigned.

**We have endless medical opportunities and benefits that may be of interest to you in starting or enhancing your Federal career. Some of the key benefits as a permanent employee is health and life insurance benefits, Federal retirement, opportunities to tax defer some of your earnings and maximize your yield through the Federal Thrift Saving Plan, opportunity to qualify for loan repayment of medical school debt, no medical malpractice insurance is needed, a majority of your moving expenses are covered, and some locations offer wonderful recruitment and retention bonus incentives.**

**The Tucson Area Indian Health Service is constantly seeking dedicated and talented Physicians who want to work as part of a proven health care team working in a wonderful professional environment to improve the health status of our Native Americans. We continue to have challenges of health disparities in Indian country that will provide you with challenges and rewarding satisfaction that cannot be match to any other.**

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#### **CONDITIONS OF EMPLOYMENT:**

1. Selectee(s) are required to be immunized against Measles and Rubella and provide documentation prior to or at the time of their start date. Special consideration may be allowed to individuals who are allergic to a component of the vaccine or are currently pregnant. Selectee must have documented immunity to Rubella and Measles.
2. Selectee(s) are required to complete Security questionnaire and fingerprint chart for investigative purposes under PL 101-630 Indian Child Protection and Family Violence Prevention Act. Persons, who have been arrested for or charged with a crime involving a child, or violent crime against a person, are not eligible for employment with IHS under PL 101-630.
3. Selectee(s) are subject to a background security investigation.
4. Selectee(s) are required to complete a "Declaration of Federal Employment – Optional Form 306" to determine your suitability for Federal Employment, and to certify the accuracy of all the information in your application. Persons making false statements in any part of the application may not be hired; or fired after employment starts; or may be fined.
5. Males born after December 31, 1959 are required to be registered with the Selective Service System in order to be eligible for employment with the Federal Government.
6. Selectee(s) are required to have a viable bank account at a financial institution for electronic direct deposit of salary payment.
7. The position may be subject to rotating shift, night, weekend, and/or Holiday work.
8. The incumbent may be required to travel and must possess a valid driver's license.
9. Unrestricted Medical License.
10. The Tucson Area Indian Health Service is a smoke-free work environment.

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#### **QUALIFICATION REQUIREMENTS:**

**Basic Requirements: Provide transcripts and proof of current/active licensure.**

*Degree:* Doctor of Medicine or Doctor of Osteopathy from a school in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation. A Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG) or a fifth pathway certificate for Americans who completed premedical education in the United States and graduate education in a foreign country.

**Graduate Training:** Subsequent to obtaining a Doctor of Medicine or Doctor of Osteopathy degree, a candidate must have had at least 1 year of supervised experience providing direct service in a clinical setting, i.e., a 1-year internship or the first year of a residency program in an institution accredited for such training. (This 1 year of supervised experience may be waived for research or administrative positions not requiring direct patient care.) For purposes of this standard, graduate training programs include only those internship, residency, and fellowship programs that are approved by accrediting bodies recognized within the United States or Canada. Listings of accredited programs are published yearly in the *Directory of Residency Training Programs* and the *Yearbook and Directory of Osteopathic Physicians*.

- *An internship program* involves broadly based clinical practice in which physicians acquire experience in treating a variety of medical problems under supervision (e.g., internal medicine, surgery, general practice, obstetrics-gynecology, and pediatrics). Such programs are in hospitals or other institutions accredited for internship training by a recognized body of the American Osteopathic Association (AOA).
- *A residency program* involves training in a specialized field of medicine in an institution accredited for training in the specialty by a recognized body of the American Medical Association (AMA) or AOA.
- *A fellowship program* involves advanced training (beyond residency training) in a given medical specialty in either a clinical or research setting in a hospital or other institution accredited in the United States for such training.

**Licensure:** For positions involved with direct patient care, candidates must have a permanent, full, and unrestricted license to practice medicine in a State, District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States. Applications will be accepted from physicians who are not currently licensed; however, if selected for a Federal appointment, they must (a) obtain a license before entering on duty, or (b) meet one of the following provisions:

- **Waiver of Licensure Requirement:** An agency may waive the licensure requirement for positions not involving direct patient care, e.g., positions performing disability evaluations, positions performing solely research, or administrative program managers. If the agency does not waive the license requirement for these kinds of positions, candidates may be appointed subject to obtaining a license within 1 year.
- **Appointments Pending Meeting Licensure Requirement:** Individual circumstances may warrant appointments pending meeting the licensure requirement (e.g., when a candidate has a temporary license to practice until the next regular session of the licensing board). Persons appointed pending licensure may not be retained beyond 1 year of appointment if they do not obtain the license.

#### **Additional Requirements for Grades GS-13 and Above:**

The requirements below are grouped according to types of programs-clinical and training, aviation medical, occupational health, disability evaluation, maternal and child health, and research.

- **Clinical and Training Programs-**Within Federal clinical and training programs, a distinction is made between general practice and specialist positions. General practitioners must be skilled in recognizing various medical pathologies that require referral to specialists for diagnostic and treatment procedures. Graduate training and experience must, therefore, be well rounded. Specialist positions require graduate training and experience related to the specialty and subspecialty of the position to be filled. Experience may not be substituted for training essential for performing specialized duties. The length and content of residency programs depends upon the specialization and requirements of recognized accrediting American medical specialty boards. These boards are authorized to conduct examinations to determine the competence of physicians in the specialty, to issue certificates of qualification, to participate in evaluating the quality of residency programs, and to determine the requirements for certification.

#### **General Practice positions**

For GS-13: 3 years of graduate training or equivalent experience and training.

For GS-14 and above: In addition to the requirements for GS-13, one (1) year of appropriate experience equivalent to at least the next lower grade level.

General Practitioners must be skilled in recognizing various medical pathologies that require referral to specialists for diagnostic and treatment procedures. Graduate training and experience must, therefore, be well rounded.

**Interviews:** Applicants may be interviewed to assure that they possess the degree of skill in interpersonal relationships required for satisfactory performance of the duties of the position to be filled.

**Selective placement factor:** None

**Specialized Experience:** Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

Examples of specialized experience: Direct patient activities that is directly related to your specialized training and residency training.

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**METHODS OF EVALUATION:** Evaluation is made on the basis of appropriate education, experience, performance appraisals, training, self-development, outside activities and special awards. Experience related to tribal involvement and to Indian community projects will also be evaluated.

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**HOW TO APPLY/REQUIRED FORMS:**

1. **Applicants may use on the following to apply: (1) OF-612 Optional Application for Federal Employment, or (2) Resume (See requirements in Attachment A).**
2. **If claiming Indian Preference, BIA 4432 "Verification of Indian Preference for Employment in BIA and IHS".**
3. **Copy of current unrestricted Medical License, any state.**
4. **Cover letter indicating desired locations, interests, etc., so that we can provide a better job match for you.**
5. **Copy of your Medical Diploma.**
6. **Copy of the college transcripts and certificate(s) associated with your Medical Degree.**
7. **If your degree was received in a school outside the U.S. and you have passed the examination given by the Education Council for Foreign Medical Graduates, please attach a copy of your certificate.**
8. **Addendum to Declaration for Federal Employment, Child Care & Indian Child care Worker positions (Attached)**
9. **Signed Declaration for Federal Employment, OF-306.**

Facsimile is acceptable. All submitted materials are subject to retention. You should duplicate and retain copies, since requests for copies will not be honored. Additional information regarding Federal job opening can be obtained at [www.opm.gov](http://www.opm.gov), or at USAJOBS [www.usajobs.opm.gov](http://www.usajobs.opm.gov) or check the IHS Website at [www.ihs.gov](http://www.ihs.gov). All documents are subject to the provision of the Privacy Act (PL 93-579) and become the property of Department of Health and Human Services (DHHS).

**Resume Requirements** - Your resume or other application format must contain the following information to allow for qualification determination.

- Identify your application/resume by the announcement number, title and grade(s)
- Full Name (first, middle, last ~ include other names used, i.e., maiden name)
- Mailing Address
- Phone Number where you can be reached
- Email Address (if applicable)
- Social Security Number
- Country of citizenship
- Education: list high school and colleges attended, type of degree (list major) received, date of degrees conferred, and city and state of school.
- Work Experience: (include non-paid work as well as paid)
  - Job Title (if Federal employment, indicate series and grade)
  - Duties and Accomplishments
  - Employer's name and Address
  - Employer's name and phone number
  - Starting and ending dates of employment (month/year)
  - Hours of work per week
  - Salary
  - Indicate if you do not want us to contact your current supervisor

(If not specified, it will be assumed that we may do so)

- List job related training (title, year obtained, hours of training)
- Honors or awards received
- License or certificates obtained (submit with application)
- Special accomplishments (i.e., publications, memberships, leadership and community recognition, etc)

Indicate if you do not want your current supervisor contacted for reference purposes.

**Addendum to Declaration for Federal Employment (OF 306)**  
**Indian Health Service**  
**Child Care & Indian Child Care Worker Positions**

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Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
(Please print)  
Job Title in Announcement: \_\_\_\_\_ Announcement Number: \_\_\_\_\_

Section 231 of the Crime Control Act 1990, Public Law 101-647, requires that employment applications for Federal child care positions contain a question asking whether the individual has ever been arrested for or charged with a crime involving a child and for the disposition of the arrest or charge.

Section 408 of the Miscellaneous Indian Legislation, Public Law 101-630, contains a related requirement for positions in the Department of Health and Human Services that involve regular contact with or control over Indian children. The agency must ensure that persons hired for these positions have not been found guilty of or pleaded nolo contendere or guilty to certain crimes.

To assure compliance with the above laws, the following questions are added to the Declaration for Federal Employment:

1) Have you ever been arrested for or charged with a crime involving a child? YES\_\_\_\_\_ NO\_\_\_\_\_

*[If YES, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name and address of the police department or court involved.]*

2) Have you ever been found guilty of, or entered a plea of nolo contendere (no contest) or guilty to, any felonious or misdemeanor offense under Federal, State, or tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; or crimes against persons; or offenses committed against children?  
YES\_\_\_\_\_ NO\_\_\_\_\_

*[If YES, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name address of the police department or court involved.]*

I certify that (1) my response to these questions is made under penalty of perjury, which is punishable by fines of up to \$2,000 or 5 years imprisonment, or both; and (2) I have received notice that a criminal check will be conducted. I understand my right to obtain a copy of any criminal history report made available to the Indian Health Service and my right to challenge the accuracy and completeness of any information contained in the report.

Applicants Signature (sign in ink)

Date

Public Burden Statement: In accordance with Paperwork Reduction Act (5 CFR 1320.8 (b)(3), a Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Respondents must be informed (on the reporting instrument, in instructions, or in a cover letter) the reasons for which the information will be collected; the way the information will be used to further the proper performance of the functions of the agency; whether responses to the collection of the information are voluntary, required to obtain a benefit (citing authority), or mandatory (citing authority); and the nature and extent of confidentiality to be provided, if any (citing authority). Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the necessary data, and completing and reviewing the collection information. Send comments regarding the burden estimate or any other aspect of this collection of information to the IHS PRA Information Collection Clearance Staff, 12300 Twinbrook Parkway, Suite 450, Rockville, MD 20852.  
**Please do not send completed data collection instruments to this address.**