

UNIVERSITY *of* DALLAS

Job Number: 15858UD

Medical Director

Date Posted: November 6, 2025

WHO WE ARE

The University of Dallas is a premier Catholic liberal arts university that seeks to educate the whole person, encouraging its students to pursue wisdom, truth and virtue as the proper and primary ends of education. All employees are expected to support the university's [Mission](#), which is informed by the Apostolic Constitution [Ex corde Ecclesiae](#), the Catholic Church's governing document on Catholic universities. The University of Dallas is known for its nationally ranked Core Curriculum, exceptional post-graduation outcomes, and some of the happiest students in the country.

SUMMARY

UD is currently seeking a Medical Director of the University Health Center who is an MD, DO, PA, or NPT responsible for responding to the medical needs of undergraduate and graduate students at the University of Dallas. The position is a blend of direct patient care, public health, and medical consultation. This full-time position will work as well to guide students toward the active incorporation of wellness as a positive value in life, encourage students to adopt healthy lifestyles, and work to control those factors in the campus community and its environment that may compromise well-being. The Medical Director oversees the development of medical protocols, efficient operation of the clinic's business, assuring medical staff compliance with training and licensing requirements, and providing quality health education programs.

PRIMARY RESPONSIBILITIES

- Provide treatment of minor injuries and minor illnesses following best practice guidelines.
- Evaluate and manage patient care through assessment, diagnosis, diagnostic testing, appropriate treatment, and follow up.
- Provide safe, effective, and fiscally responsible care for the patient, department, and organization.
- Triage student health needs, refer to medical care, counseling services and/or community resources as needed.
- Counsel patients on preventative medicine regimens.
- Monitor treatment progress of patients.
- Collaborate with the athletic trainers in provision of care for routine illnesses and injuries of athletes. Conduct or coordinate physicals for students participating in interscholastic athletics.

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- Oversee immunization requirements and communicable diseases control initiatives as needed.
- Provide immunizations for students, professors, and campus staff.
- Develop medical protocols, direct efficient operation of the clinic's business office, assure medical staff compliance with training and licensing requirements, and provide quality health education programs.
- Establish administrative policies, procedures, and controls to assure provision of high-quality, ambulatory health care services to university students and injured university employees.
- Develop and implement the annual budget for Student Health Services. Implement adequate accounting controls to monitor assets, liabilities, revenues, and expenses.
- Document findings and maintain confidentiality and privacy of patients' protected health information according to FERPA and HIPAA guidelines.
- Participate in providing educational programming for the university student on health issues.
- Work with administrative assistant on medical billing, using coded data to produce and submit claims to insurance companies.
- Function as a health team leader in emergency situations.
- Act as a preceptor for students seeking to receive experience as part of their clinical education at the University of Dallas, Health Network.
- Represent students' health needs in administrative decisions. Offer consultation on environmental health concerns.
- Provide consultation to the ADA committee involved with managing student requests for accommodations related to qualifying disabilities.

MINIMUM REQUIREMENTS

- Graduate from an accredited medical school, Physician's Assistant program, or Nurse Practitioner program. Medical licensing in the state of Texas. Certification or board eligible in Family Practice, Internal Medicine, or Pediatrics.
- Current prescriptive licenses.

PREFERRED QUALIFICATIONS

- Medical experience with young adults preferred.

ADDITIONAL INFORMATION

The Health Center is open 9:00 AM – 4:00 PM, Monday through Friday, and the Medical Director should spend that time seeing student patients, assessing and diagnosing, developing treatment plans, and overall attending to the students' medical health, including prescribing appropriate medications.

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BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, vision, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; tuition waiver, tuition exchange for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: <https://hr.udallas.edu/apply/>

The University of Dallas seeks to recruit, develop, and retain faculty, staff and administration of the highest caliber.

The University is an Equal Opportunity Employer and encourages applications from individuals who will enhance our community and advance our Mission.