



Legislation Text

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**Interoffice Memorandum**

**DATE:** June 14, 2024

**TO:** Mayor Jerry L. Demings and County Commissioners

**THROUGH:** Raul Pino, MPH, MD, Director

**FROM:** John Goodrich, Deputy Director

**CONTACT:** Sandra D. Roe

**PHONE:** 407-836-7611

**DIVISION:** Health Services Department

**ACTION REQUESTED:**

Approval and execution of Orange County Health Services Department Physician Employment Agreement by and between Orange County and Charlene Cooper, M.D. for the position of Assistant Medical Director at Corrections Health Services.

**PROJECT:** N/A

**PURPOSE:** We are requesting approval of an employment agreement with Charlene Cooper, M.D. as the Assistant Medical Director at Corrections Health Services. Dr. Cooper has over eight years of experience as a physician. A summary of the representative duties of the position is shown below:

-Supervises the professional medical staff at Orange County Corrections Health Services including the Physicians and Advanced Practice Providers.

-Assists the Medical Director in administrative functions including personnel issues, provider scheduling and peer review.

-Participates in policy development and clinical protocol/treatment guidelines.

-Conducts sick calls and chronic care clinics.

-Orders, reviews, and responds to lab work and testing results.

-Assists in the division's effort to ensure that all aspects of the healthcare delivery system are consistent with ACA, NCCHC, FMJS and other applicable standards.

Dr. Cooper is a graduate of the University of Central Florida (UCF) School of Medicine. She completed her internal medicine residency training through UCF at Osceola Regional and the Orlando VA Medical Center. She is also a volunteer at Shepherd's Hope, providing medical care to the uninsured. Dr. Cooper is an exceptional candidate for the position and is well deserving of the annual salary of \$280,924.80.

**BUDGET:** N/A