

Community Health Center

Mission: *To promote the health of low-income, working uninsured, and other vulnerable children and adults in Jackson County, Oregon.*

Job Description

JOB TITLE: Family Nurse Practitioner
STATUS: Exempt
DEPARTMENT: Clinical Services

GENERAL STATEMENT OF DUTIES: Support mission and goal achievement, organizational quality and patient-centered care. Incorporate core organizational values of quality, respect, partnership, compassion, and integrity in all activities and decisions. Function as a nurse practitioner in an out-patient primary health care clinic serving the low income, working poor and homeless of the area. Utilize professional skills in providing diagnosis and treatment of acute and chronic health problems along with preventive care focused on health risk factor reduction. Ensure efficient and effective patient care through joint planning and problem solving with clinic staff and volunteers. Provide care consistent with medical best practices and the policies and procedures of the organization. Protect the dignity, privacy and confidentiality of patients and their families, as well as co-workers and others.

SUPERVISION RECEIVED: Works under the direct supervision of the Director of Clinical Services

SUPERVISION EXERCISED: Supervision is not generally a responsibility of this position.

ESSENTIAL RESPONSIBILITIES: Family Nurse Practitioner

1. Perform history taking, physical examination, diagnosis and therapeutic treatment planning within the limits of a nurse practitioner's license.
2. Order diagnostic testing as indicated.
3. Interpret results of diagnostic testing and plans appropriate follow-up with individual patients taking into account their physical, emotional and financial resources.
4. Include basic principles of healthful living and health risk reduction as part of patient encounters.
5. Oversee activities of nurses and medical technologists to ensure consistent and coordinated patient care.
6. Respond to request for medication refills in a timely fashion.
7. Make referrals to staff physician and specialists as necessary.
8. Develop and maintain positive working relationships with members of the general medical community
9. Maintain accurate and legible records using the SOAP recording format.
10. Attend scheduled staff and medical staff meetings unless excused.
11. Provide input into development of medical policies and protocols.

KNOWLEDGE:

1. Knowledge of nurse practitioner principles and techniques.
2. Knowledge of methods ensuring safe working environment for patient, family and staff including using appropriate personal protection equipment.
3. Knowledge of theories of family dynamics, mother-child attachment, parenting and adult learning concepts.

SKILLS:

1. Skill in gathering and analyzing physiological, socioeconomic and emotional patient data.
2. Skill in accurately evaluating patient problems in person or via phone and providing appropriate advice, intervention or referral.
3. Skill in evaluating and revising care plan based on patient changes.
4. Skill to assess a situation, consider alternatives and choose an appropriate course of action.
5. Skill to participate effectively as a team member by supporting change, decisions and other staff, and by managing conflict appropriately.

QUALIFICATIONS:

- Current Oregon license to practice as a Nurse Practitioner with prescription authority.
- Current DEA number
- Current basic life support card.
- Experience in performance of basic outpatients lab procedures preferred.
- Ability to work independently.
- Ability to work as a member of a team.
- Willingness to work a flexible schedule when circumstances necessitate.
- Medical coding skills.
- Support and contributes to effective safety and risk management efforts by adhering to established policies and procedures, maintaining a safe environment, promoting accident prevention, and identifying and reporting potential liabilities.
- **Physical Demands:** Lifting, bending, reaching, pushing, carrying, sitting, vision corrected in normal range, hearing corrected in normal range;
- **Hazardous Conditions:** Exposure to infectious diseases; potential exposure to physical violence;
- **Work Condition:** 100% inside;
- **Exposed to:** Cold/heat controls, close contact with sick people;
- **Machines, equipment, tools and supplies used:** computer, postage machine, fax, copier, calculator, multi-line phone system
- **Multiple Duties:** Must be able to work under conditions of constant interruption and be able to stay on task.

EDUCATION: Master Science of Nursing

EXPERIENCE: Minimum of two years experience as a Family Nurse Practitioner

This description is intended to provide only basic guidelines for meeting job requirements. Responsibilities, knowledge, skills, abilities and working conditions may change as need evolve.