



Wallowa County Health Care District

JOB TITLE: Advanced Practice Clinician

FLSA STATUS: Exempt – Non-Union

DEPARTMENT: Wallowa Memorial Medical Clinic

DATE: January, 2020

REPORTS TO: Clinic Administrator

APPROVED BY: Clinic Administrator

JOB SUMMARY:

This position is responsible for providing primary care services, including assessing, diagnosing, prescribing, treating, and educating patients. The provider works closely with physicians and other clinicians in a team approach to patient care. They must work within their scope of practice as legislated by the State of Oregon

MISSION, VISION & VALUES:

The successful candidate(s) must share and demonstrate through job performance (and will be evaluated on) the ability, willingness and successful application of support for the Mission, Vision and Values of the District:

Mission: To provide premier Health Care

Vision: To be a recognized leader in mission focus, quality care, and fiscal strength

Values: Compassion, Respect, Integrity, Quality, Stewardship, and Family

ESSENTIAL DUTIES & RESPONSIBILITIES:

Includes the following and other duties may be assigned. Nothing in this job description should be inferred to condone an employee acting out of their scope of license. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Providing premier primary care services in the clinic setting.
- Direction and supervision of staff assisting in providing premier care to those patients.
- Provide care within their scope of practice and seek consultation with physicians and other clinicians as needed to provide safe, effective care.
- Must have excellent communication, interpersonal, and computer skills in order to perform the duties of the job.
- Refers patients to specialty physicians for consultation and treatments as needed.
- Participated in peer reviews within the medical group.
- Documents five chart reviews with physician partners each month.
- Participates in the Physician Leadership Council as requested.
- Work with physician partners when determining patient need for and admission to hospital. These hospitalized patients will be admitted and cared for, through discharge, by the physician partner. In the event the Initial admitting orders are written by the NP/PA, the orders must be co-signed by the NP/PA's physician partner who will then perform the H & P, rounding and discharge of the patient.
- Assists in community education and awareness programs as time allows.
- Performs other duties as assigned.

QUALIFICATIONS & EXPERIENCE:

Knowledge of medical office procedures and methods, including general knowledge of medications and drug classifications. Ability to communicate effectively with the healthcare professionals, public, customers, and staff.

- Graduate of accredited Nurse Practitioner or Physician Assistant Program
- Licensure as a Nurse Practitioner or Physician Assistant in the State of Oregon
- Board Certification as a Nurse Practitioner or Physician Assistant
- Current Basic Life Support certification
- Attend or complete required annual trainings
- Maintain continuing medical education as required by licensure



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CORE COMPETENCIES:

- Compassion – Welcomes, mentors and receives new team members. Shows concern for the welfare of others.
- Respect – Manages conflict with respect and dignity for others. Attempts to address issues before escalating.
- Integrity – Owns professional development and seeks self-development. Uses good judgment in resolving job problems. Generates and evaluates alternative solutions and makes effective and timely decisions.
- Quality - Pays close attention to detail. Strives to achieve excellence in all things.
- Stewardship – Careful and responsible management of WCHCD resources. Finds productive work to keep busy during slack periods.
- Family – Creates and participates in a team environment. Applies effective interpersonal and problem-solving skills when responding to coworkers, patients and visitors.

POSITION SPECIFIC COMPETENCIES:

Knowledge:

- Knowledge of advanced practice including medical terminology, anatomy & physiology, pathophysiology, pharmacology and therapeutics, nutrition, behavioral factors, psychosocial/family systems, diagnostic testing, interpretation of results and clinical decision making and alternative treatment modalities.
- Knowledge of medical practice guidelines and practice regulations related to evaluating and providing patient care, and professional ethics related to the delivery of premier patient care
- Knowledge of medical equipment and instruments used to administer premier patient care.
- Knowledge of common safety hazards and precautions to establish/maintain a safe work environment.
- Knowledge of health promotion, health risk identification, and patient education principles and techniques.
- Knowledge of community, professional, and educational resources.
- Knowledge of electronic health record systems.

Skills:

- Skill in oral and written communication; interviewing to gather medical histories; providing presentations, consultations, facilitation, and documentation, e.g., writing medical orders, patient education materials, and medical record updates.
- Skill in case management, time management, problem solving, crisis intervention, multitasking, and other organizational matters.
- Skill in seeking other information as needed to provide patient care, including consultation with other physicians and clinicians.

Abilities:

- Ability to analyze complex data and draw conclusions.
- Ability to interpret, adapt, and apply guidelines and procedures in order to prescribe or recommend medications or other forms of therapy as indicated by the patient status, in compliance with medical practice guidelines and Oregon State laws.
- Ability to establish and maintain effective working relationships with patients, clinical staff, and the public.
- Ability to apply the knowledge and skills of a mid-level provider to assess patient status, perform appropriate physical exams, order and interpret appropriate diagnostic tests, formulate a plan of care, prescribe appropriate therapeutics for the patient's condition, and educate the patient and family about the condition.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.



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WCHCD CODE of CONDUCT & CONFIDENTIALITY STATEMENT:

As an employee of Wallowa County Health Care District (WCHCD) you must agree to abide by the following code of Conduct/Confidentiality Statement.

I understand and agree that in the performance of my duties I must hold medical information in confidence. I understand that any violation of the confidentiality of medical information may result in punitive action. I will at all times protect the safety of our patient/residents understanding that they are our “customers” and the reason for our employment. I will avoid any and all personal conflicts of interest as it relates to my position at this facility. I agree to abide by the dress code for WCHCD. I will not use any of the assets of WCHCD for personal use. I will abide to all rules and regulations of the State of Oregon and the United States in relation to the operation of a medical facility. I will treat my co-workers at all times in a professional & courteous manner. I will strive to always work as a team player with my co-workers. I agree to report any perceived medical/facility operation noncompliance issues immediately to the CEO.

I have read and understand the above job description.

Employee Signature

Date