

Cross Road Health Ministries, Inc.

Job Description

Job Title: Nurse Practitioner/Physician Assistant
Department: Provider Services
Supervisor: Medical Director/CEO
FLSA Status: Full-time Exempt
Approval: By: DRD **Date:** 3/1/2018
Work Hours: Regular office hours; nights, holidays and weekends as scheduled and as needed.

Position Summary: Assist in medical care of all patients in a broad spectrum of general practice and emergency.

Essential Duties and Responsibilities:

- Performs duties as a Nurse Practitioner/Physician Assistant, including comprehensive patient care of patients in clinic and Frontier Extended Stay Clinic (FESC) patients, attendance and participation in medical staff and administrative meetings, and assigned or delegated duties.
- Keeps current all required certifications.
- Reviews and writes and/or review clinical policies/procedures as requested.
- Attends continuing education meetings and/or acquire continuing education credits as required.
- **ASSESSMENT:** Initial and ongoing observation reflects a knowledge of pathophysiology and the disease process, including physical, psychosocial, spiritual, and educational needs, cognitive status, safety and equipment.
- **PLANNING:** Planning will reflect the identified needs as well as expected outcomes obtained from the patient assessment.
- **INTERVENTION/IMPLEMENTATION:** Demonstrates effective clinical judgment, and provides appropriate therapeutic interventions.
- **EVALUATION:** Determines effectiveness of interventions, and revises the plan of care based on expected outcomes.
- **PROFESSIONAL PRACTICE:** Practices in a professional manner, and collaborates with other health team members.
- **COMMUNICATION:** Communicates in a positive, professional and effective manner with members of the health care team, patients, and their families to promote positive patient outcomes.
- Complies with all applicable CRHM policies.
- Keeps current with electronic medical record responsibilities
- Understands and supports the CRHM mission and values.

Skills:

- Able to perform procedures, techniques, and practices involved in providing all medical services.

- Demonstrates emotional stability.
- Demonstrates high professional standards of ethical conduct.
- Evidences interest in continuing own professional growth and development.

Qualifications: To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Education/Experience:

- Graduate of an approved and accredited Nurse Practitioner/Physician assistant program
- Proven competence by experience and recommendation. A minimum of 5-year background in nursing, 1 year experience as NP/PA preferred.
- Current license to practice in the State of Alaska.

Other Skills: Ability to read and comprehend detailed instructions, correspondence and memos. Should have effective oral, written, and telephonic communication skills, including excellent verbal and telephone etiquette. Exceptional customer service, time management, and multi-tasking skills are required. Computer skills are needed.

Physical Demands/Work Environment: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, grasp, handle or feel and to reach with hands and arms. The employee is frequently required to use and operate medical instruments or devices, sit, stand, walk, see, speak, and hear. The employee is occasionally required to kneel, climb stairs, climb or balance. The employee is regularly required to lift up to 10 pounds, occasionally lift up to 25 pounds, and rarely lift more than 50 pounds (ie moving or positioning a patient). This is an OSHA Category 1 job, which requires safe practices in the handling and exposure to blood, body fluids, infectious diseases or tissues.

The work environment characteristics described here are representative of those employee encounters while performing the essential functions of this job.

This Job Description reflects CRHM's best effort to describe the essential functions and qualifications of the job described. It is not an exhaustive statement of all the duties, responsibilities or qualifications of the job. This document is not intended to exclude an opportunity for modifications consistent with providing reasonable accommodation. ***This is not intended to be a contract.***

Your signature indicates you have read this Job Description and understand the essential qualifications and functions of the job.

Employee Signature: _____	
Employee Printed Name: _____	Date: _____
HRD Signature: _____	Date: _____