

## **LONG VALLEY HEALTH CENTER - JOB DESCRIPTION**

### **JOB TITLE: Nurse Practitioner**

**SUPERVISOR:** Medical Director

**RESPONSIBLE TO:** Medical Director

**SALARY GRADE:** Medical Level 6 (MM5)

**GOAL:** To provide quality primary care services to Health Center clients and to assist in maintaining the Health Center's medical program.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Provides independent family-oriented primary health care. Diagnoses and treats minor acute illnesses and stable, chronic illnesses as well as health maintenance services, in collaboration with LVHC physicians.
2. A licensed physician must be available for consultation.
3. Provide patient education regarding their health problems, purpose of treatment, other choices, complications, etc.
4. Utilize other health team members staff and resources as necessary to maximize patient care.
5. Respond to patients after-hours as clinic policies mandate.
6. Maintains legible, accurate and confidential medical records.
7. Other job-related duties as assigned.

### **QUALIFICATION REQUIREMENTS:**

1. Current California Nurse Practitioner license;
2. Master's degree required;
3. Board certification required;
4. Current CPR certification;
5. Ability to communicate effectively and clearly (both written and oral communication);
6. Must be able to interact effectively with other employees in all levels of the organization as well as with the general public;
7. At least three years experience in Primary Care medicine preferred.
8. Prescriptive privileges & DEA certification required
9. Maintains NP qualifications/licensure/certifications at or above CMS standards.

### **PHYSICAL REQUIREMENTS:**

1. Must be able to lift up to 25 pounds;
2. Must be able to hear staff on the phone and those who are served in person, and speak clearly in order to communicate information to clients and staff;
3. Must have vision which is adequate to read written materials, computer screens, registration forms and other clinic documents;
4. Must have manual dexterity and sensitivity sufficient to perform routine procedures as required;.
5. Must be able to reach above the shoulder level to retrieve small items from storage; must be able to bend, sit, stand, crouch, reach, twist, and turn.

(More)

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually above average.

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Employee Signature

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Date

[4/28/08;ag]