



Real People. Remarkable Healthcare.

Mission- To Enhance Community Health and Wellbeing

Vision- 100% Access Zero Disparity

Core Values- People Centeredness, Compassion, Accountability, Integrity, Continuous Improvement, Excellence			
JOB TITLE	Mid-Level Provider (PA or FNP)		
DEPARTMENT	Medical		
REPORTS TO	Medical Director		
FLSA	Exempt	SUPERVISES	None
EFFECTIVE DATE	4/1/2019	REVIEWED BY	Medical Director
Community Health Partners (CHP) believes that each employee makes a significant contribution to our success. Our mission and vision wouldn't be possible without you. That contribution should not be limited by the assigned responsibilities. Therefore, this position description is designed to outline primary duties, qualifications, and job scope, but not limit the employee nor CHP to just the work identified. It is our expectation that each employee will offer their services wherever and whenever necessary to ensure the success of our endeavors and continuously strive to meet our mission and vision.			
<p>POSITION SUMMARY:</p> <p>Functions as a member of the primary health care team, under clinical supervision of the Medical Director and general supervision of the Clinic Director. Provides professional level of primary health care within their scope of practice.</p> <p>ESSENTIAL JOB FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Works as a team member to provides patient care in the clinic setting with the primary role of assessment, diagnosis, and treatment according to scope of license. Incorporates principles of primary preventive care for individuals and families. Works collaboratively with team members such as nurse, MA, administrative generalist, resource coordinators, Behavioral Health Specialists etc. to enhance patient health education, provide information, teach, arrange referrals and/or encourage compliance, as appropriate. 2. Performs physical and psycho-social assessment, diagnosis and treatment based on established protocols. Assesses teaching opportunities and provides health education as an integral part of all patient interactions. Provides instruction and counseling to individuals, families and groups in the areas of health promotion and maintenance, involving such persons in planning their health care. Involves team members as appropriate to promote wellness and disease prevention. 3. Serves as a channel of communication among community, the clients, physicians, and local hospitals. Participates in a partnership between the local medical community and 			

local agencies to identify health care delivery issues. Attends board meetings periodically as requested

4. Participates in quality assurance activities as directed. Works in collaboration with other health care team members and community agencies to provide appropriate, cohesive services to individuals and families.
5. Document all patient visits in the interest of the patient – primarily for the overall record of the development of a treatment plan. Documentation should be based on Medical Record and primary health care standards and be completed by the end of the sixth day after the visit
6. Maintains appropriate clinical measures while caring for panel with an average of 16 visits per shift using a patient-centered, collaborative approach.
7. Maintains expertise in family practice through continuing education.
8. Further the mission of CHP through active support of the strategic goals.
9. Understands and adheres to HIPAA regulations.

Additional Responsibilities:

1. Work in the Physician Assistant/Nurse Practitioner role and to recognize when to refer clients to a physician or another health care provider.
2. Recognize and triage to local emergency department any life-threatening conditions or those beyond the scope of the practitioner.
3. Conduct self in a professional manner and to manage conflict quickly, directly, and respectfully.
4. Participate in preceptor role for students doing clinical rotations at CHP.

GENERAL RESPONSIBILITIES

1. Understand and adheres to HIPAA regulations.
2. Ability to report to work as scheduled and work a flexible schedule when needed, which may include travel to other sites.
3. Participates in problem solving and Continuous Quality Improvement (E2) and risk management activities by applying LEAN principles, engaging in Patient Centered Medical Homes and working to implement patient centered communication skills.

SKILLS AND ATTITUDES

1. Demonstrates CHP's Core Values
 - a) People-Centeredness: We empower all people to be agents of their own health and well-being.
 - b) Compassion: Ability to be friendly, empathetic, courteous and an adept communicator with customers and staff. Meet people where they are without judgement.

- c) Accountability: The ability to prioritize work and do what we say we will do.
 - d) Integrity: Ability to set priorities, be organized, be a self-starter and hold ourselves to the highest standards.
 - e) Continuous Improvement: Ability to work in a team or independently, sharing responsibilities and duties to make positive change.
 - f) Excellence: Deliver outstanding value and results.
2. Experience working with limited resource populations.
 3. Ability to work with grace under pressure.
 4. Ability to resolve interpersonal conflict in a straightforward and timely manner.
 5. Ability to treat both staff and patients with respect.
 6. Ability to navigate technology efficiently.
 7. Ability to gracefully accept and respond to feedback.

ESSENTIAL PHYSICAL REQUIREMENTS

	Occasionally (1%-33% of day)	Frequently (34%-66% of day)	Continuously (67%-100% of day)
Sitting		X	
Standing		X	
Walking		X	
Speaking/Hearing			X
Seeing			X
Hand/Wrist Work (ie. Keyboarding)			X
Pushing/Pulling	X		
Grasping		X	
Fine Manipulation		X	
Reaching		X	
Bend	X		
Squat	X		

Lift 1-10 lbs	X		
Lift 11-20 lbs	X		
Lift 21-50 lbs	X		

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.

JOB QUALIFICATIONS:

Education:

Physician Assistants

Graduation from an accredited Physician Assistant Program

Board certification from the NCCPA

Unrestricted licensure in the State of Montana

Current supervising physician agreement with CHP physician

Nurse Practitioners

Bachelor of Science in Nursing from NLN accredited program and graduation from an accredited Family Nurse Practitioner program.

Licensed as a registered nurse and certified as a nurse practitioner in the State of Montana

Board certification from the AACN, AANP or ACNP

Or

Master of Science in Nursing and graduation from an accredited Family Nurse Practitioner Program

Licensed as a registered nurse and certified as a nurse practitioner in the State of Montana

Board certification from the AACN, AANP or ACNP

Both Providers

BLS certification

I have read the job description above and had any questions answered.

Name: _____

Date: _____