**Appendix C2:**

**Job Description: Nurse Practitioner/Physician Assistant**

**As a nurse practitioner, you will be able to provide primary care in an outpatient setting, allowing you to practice comprehensive medical care. You will deliver care to a resilient patient population that is ethnically diverse and medically complex, with the aim of achieving optimal health outcomes for every patient.**

**Major Areas of Responsibility include but are not limited to:**

**Healthcare Delivery**

* Provide medical triage of patients, medical care management, and patient education and counseling to a panel of patients
* Make referrals to specialty providers and follow-up to ensure that patients' biopsychosocial needs are addressed
* Deliver evidenced based care that supports our aim for improved health outcomes, exceptional patient experience and efficient use of resources.
* Perform routine, acute, urgent, preventive, curative, and rehabilitative medical care to patients and determine appropriate regimen.
* Serve as a member of the cross-functional team of providers, engaged in routine and preventive primary care, care for chronic illnesses, urgent care, and telephone triage
* Prescribe medications, treatments or therapies and order medical diagnostic or clinical tests.

**Patient Experience**

* Deliver well and chronic disease care with cultural humility to a diverse patient population of all ages.
* Have flexibility in meeting patients' needs, and participating in evening and Saturday rotation clinics.
* Develop a positive rapport with patients and families to foster the provider/patient relationship.
* Conduct in-home assessment of patients as appropriate

**Collaboration and Mentorship**

* Serve as a member of the cross-functional team of providers consulting on the assessment, management and treatment of complicated cases, chart review, co-signing, and case conferences.
* Consult with physicians on the management, assessment and treatment of specific cases as needed, and per protocol
* Suggest improvements for clinic flow, patient scheduling and service delivery, and collaborate professionally with interdisciplinary team members, including providers, health educators, medical assistants, registered nurses, and case managers.
* Supervision of medical assistants by providing patient consultation as needed.

**Minimum Job Requirements**

**Knowledge**

* Knowledge and experience with Electronic Health Record programs, such as NextGen or Epic.
* High degree of interpersonal competence with both staff and patients, and thorough knowledge of evidence based care
* Cultural competence working in diverse/low income communities
* Familiarity with Electronic Panel Management

**Abilities**

* Ability to deal courteously and effectively complex patient profiles, and maintain good working relationships with other staff
* Must have the physical stamina to function effectively in a position that involves heavy lifting (50lbs)
* Ability to work courteously and effectively as a team member to support the quality/efficiency standards established for the clinic; work independently;
* exercise good judgment; communicate effectively orally and in writing, make and thorough manner with speed and accuracy with minimal supervision
* Ability and willingness to work under pressure and as part of an interdisciplinary team
* Demonstrate flexibility and ability to accept changes gracefully
* Ability to work and communicate with people from various ethnic, socioeconomic, educational and life experience
* Ability to keep accurate and clear records of patient information
* Top-notch time management skills and evidence based approaches to medical care
* English/Spanish proficiency preferred but not required.

**Experience and Other Certifications**

* Nurse Practitioner: Requires a current license from the California Board of Registered Nursing, a national certification from the American Academy of Nurse Practitioners or other national certifying bodies, and a certificate of completion of a Nurse Practitioner Program with a minimum of 2 years clinical experience.
* Physician Assistant: Requires a current license from the California Physician Assistant Committee, graduation from an approved program of instruction in primary health care as attested by the American Medical Association, having passed a certification examination administered by the Bureau of Medical Quality Assurance, and a minimum of two years of full-time clinical experience after clinical practicum with emphasis in the areas of family medicine or geriatrics.
* Requires board certification. In the absence of a board certification, candidate may still be eligible for hire but must become board certified within 6 months of employment with La Clinica.
* Requires valid California license and DEA.

**Full-Time/Part-Time**Full-time

**Salary Range**$$$$ - $$$$