



BAY CLINIC INC

Nurse Practitioner

Department: Medical
FLSA Status:
Grade/Level:
Job Type:
Work Schedule:
4 / 10 hour days

Job Status: Full Time
Reports To: Medical Director
Amount of Travel Required: 20 %
Positions Supervised: None

POSITION SUMMARY

Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to pregnant, ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Advanced practice nursing is practiced by RNs who have specialized formal, post-basic education and who function in highly autonomous and specialized roles.

ESSENTIAL FUNCTIONS

Essential Functions Statement(s)

- Maintain accurate, detailed reports and records utilizing electronic health records.
- Monitor, record and report symptoms and changes in patients' conditions.
- Record patients' medical information and vital signs.
- Modify patient treatment plans as indicated by patients' responses and conditions.
- Consult and coordinate with health care team members to assess, plan, implement and evaluate patient care plans.

- Order, interpret, and evaluate diagnostic tests to identify and assess patient's condition.
- Monitor all aspects of patient care, including diet and physical activity.
- Prepare patients for, and assist with, examinations and treatments.
- Observe nurses and visit patients to ensure proper nursing care.
- Assess the needs of individuals, families or communities, including assessment of individuals' home or work environments to identify potential health or safety problems.
- Instruct individuals, families and other groups on topics such as health education, disease prevention and childbirth, and develop health improvement programs.
- Provide health care, first aid, immunizations and assistance in convalescence and rehabilitation in locations such as schools or skilled nursing facilities.
- Perform physical examinations, make tentative diagnoses, and treat patients.
- Prescribe or recommend drugs, medical devices or other forms of treatment, such as physical therapy, inhalation therapy, or related therapeutic procedures.
- Direct and coordinate infection control programs, advising and consulting with specified personnel about necessary precautions.
- Provide or arrange for training or instruction of auxiliary personnel or students.
- Refer students or patients to specialized health resources or community agencies furnishing assistance.
- Consult with institutions or associations regarding issues and concerns relevant to the practice and profession of nursing.
- Work with individuals, groups, and families to plan and implement programs designed to improve the overall health of communities.
- Engage in research activities related to nursing.
- Leads a Care Coordination Team that actively manages assigned panel of chronic care patients (high acuity).

POSITION QUALIFICATIONS

Competency Statement(s)

- Active Listening - Ability to actively attend to, convey, and understand the comments and questions of others.
- Adaptability - Ability to adapt to change in the workplace.
- Applied Learning - Ability to participate in needed learning activities in a way that makes the most of the learning experience.
- Empathetic - Ability to appreciate and be sensitive to the feelings of others.
- Tactful - Ability to show consideration for and maintain good relations with others.
- Accountability - Ability to accept responsibility and account for his/her actions.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written English - Ability to communicate in writing clearly and concisely in English.
- Customer Oriented - Ability to take care of the customers' needs while following company procedures.
- Decision Making - Ability to make critical decisions while following company procedures.
- Judgment - The ability to formulate a sound decision using the available information.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Self Confident - The trait of being comfortable in making decisions for oneself.
- Technical Aptitude - Ability to comprehend complex technical topics and specialized information.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.

SKILLS & ABILITIES

Education:	Master's Degree: Required
Experience:	1 plus years of experience
Computer Skills:	Experience in Microsoft Windows environment preferred. Ability to competently utilize EMR to complete daily tasks.
Certifications & Licenses:	Hawaii state license and current Health Care Provider CPR certification.
Other Requirements:	Community Health Care Clinic or similar community outpatient care experience preferred.

PHYSICAL DEMANDS

N (Not Applicable)	Activity is not applicable to this position.
O (Occasionally)	Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently)	Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly)	Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands		Lift/Carry	
Stand	F	10 lbs or less	F
Walk	F	11-20 lbs	O
Sit	F	21-50 lbs	O
Reach Outward	O	51-100 lbs	N
Reach Above Shoulder	O	Over 100 lbs	N
Climb	N		
Crawl	N	Push/Pull	
Squat or Kneel	O	12 lbs or less	O
Bend	O	13-25 lbs	N
		26-40 lbs	N
		41-100 lbs	N

Other Physical Requirements

- Sense of Sound - Hear from stethoscope
- Sense of Touch
- Ability to wear Personal Protective Equipment (PPE) - Gloves, gown and face shield

WORK ENVIRONMENT

Health clinic environment with possible exposure to airborne pathogens.

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.