



ESCAMBIA COMMUNITY CLINICS, INC.

A FEDERALLY QUALIFIED HEALTH CENTER
Proudly providing healthcare since 1992

POSITION ANNOUNCEMENT

Job Title:	Physician Assistant (PA)/Advanced Registered Nurse Practitioner (ARNP) / Nurse Practitioner (NP)
Reports To:	Director of Mid-Level Providers
FLSA:	Exempt
Days/Hours of Work	This is a full-time non-exempt position, with a typical eight (8) hours of work Monday through Friday.
Location	Escambia Community Clinics, Inc., Escambia and Santa Rosa Counties, FL

JOB PURPOSE

The purpose of the Physician Assistant (PA)/Advanced Registered Nurse Practitioner (ARNP) and Nurse Practitioner (NP) is to provide all aspects of patient care including, but not limited to, diagnosis, treatment and consultations. The PA, ARNP and NP work in an outpatient team and clinic setting which requires them to perform nursing care within the scope of their license as well as to educate patients in preventative care, maintenance health care and treatments. They may conduct physicals and serve as the patient's primary health care provider.

PA/ARNP and NP providers may also perform medical services within the scope of their licensed or certified specialty.

ESSENTIAL FUNCTIONS

Providing quality patient care, identifies, evaluates and addresses disease prevention and health promotion issues of the population in the clinic;

Works in an independent and interdependent relationship with the members of the medical team and staff allowing for consultation, collaboration and referrals;

Responsible for the diagnosis and treatment of acute, chronic and long-term health care issues within the scope of licensure;

Educates patients and/or families about preventative care, medical issues and use of prescribed medical treatments and/or medications;

Maintains timely, accurate and confidential records using Escambia Community Clinics, Inc. (ECC) electronic medical records system (EHR);

Documents through the EHR all medical appointments and evaluations, diagnoses, procedures, treatment, outcomes, education, referrals and consultations consistent with federal and state regulatory requirements;

Facilitates and participates in the evaluation of records by physician(s), peers and Quality and Standards according to protocols as well as receives and implements constructive directives and changes;

Applies knowledge gained through attendance, participation and education through conferences, workshops, professional literature and “hands-on” trainings;

Adheres to the PA, ARNP and NP individual employment agreement which includes scope of practice, responsibilities, contractual obligations and productivity requirements;

Attends meetings, trainings and conferences as required as an employee of ECC;

Adheres to all ECC policies and procedures;

Presents oneself at all times in a professional manner when attending a conference, meeting or training;

May supervise Medical Assistants and LPN’s as part of the clinical team;

Other duties as required for the continued functioning of the organization.

SUPERVISION

Medical Assistants (supervision of one to four employees as designated within the clinical team).
Licensed Practical Nurse

MINIMUM REQUIREMENTS

Bachelor’s degree from an accredited nursing program;
Advanced degree and relevant certification in medicine;
Valid Florida medical license (RN, LVN, FNP, etc.) required.

PREFERRED EDUCATION AND EXPERIENCE

Two (2) years as a family Physician Assistant/Advanced Registered Nurse Practitioner/Nurse Practitioner;

Experience and Knowledge of federal, state and local regulations and standards associated with the delivery of care in a community health center environment;

Ability to manage multiple responsibilities and emergency situations successfully;

Proficiency in knowledge of health clinic services and management which includes the use of computer, and electronic medical records;

Demonstrated expertise in relevant medical practices, protocol, trends and best practices in clinical areas assigned.