



Creating and Inspiring Healthier Lives.

Position Title:	Nurse Practitioner
Department:	Medical
Supervisor:	V.P. Medical Operations
Supervisory Responsibilities:	None
FLSA Status:	Exempt

Summary:

Nurse Practitioners for Alluvion Health provide primary and preventive health services to patients as part of an integrated team-based practice.

All employees will exhibit the following behavioral traits:

Integrity and Trust

Individual is widely trusted and can present information and discuss situations in an appropriate and helpful manner, keeps confidences, admits mistakes, doesn't misrepresent him/herself for personal gain. Is respectful in action and communication with clients, patients and staff.

Mission Integration

Adheres to the organization's mission during times of ease or challenge, is dedicated to the expectations and requirements of the mission and vision, acts in line with the values identified by Alluvion Health.

Team Relations

Understands and supports the team approach and integrated model of Alluvion Health. Is seen as a team player, cooperative and supportive of his/her coworkers, practices what he/she preaches. Can be candid with peers and fosters open dialogue. Creates a feeling of belonging on the team and holds self and team accountable to those behaviors.

Essential Job Responsibilities:

1. Performs medical examinations, evaluations, assessments, diagnoses, and treatment to health center patients;

2. Prescribes pharmaceuticals, other medications, and treatment regimens as appropriate to assessed medical conditions;
3. Confers with patients, families, and other physicians;
4. Writes case histories and performs follow-up work on progress of patients;
5. Follows established health center policies, procedures, and objectives, continuous quality improvement objectives, and safety, environmental, and/or infection control standards;
6. Follow verbal and written instructions;
7. Work as part of a care team as required;
8. Ability to work flexible hours and overtime when requested.

Knowledge, Skills and Abilities:

Knowledge and understanding of:

- Providing physical assessments;
- Ability to identify and treat chronic and acute illnesses and conditions;
- Diagnostic, laboratory, and x-ray procedures;
- Initial emergency measures and treatments in situations such as cardiac arrest, shock, hemorrhage, convulsions, and poisonings;
- Medications and medication effects.

Skills in:

- Electronic medical record use;
- The use of otoscope, stethoscope, vaginal speculum, pharyngoscope, and other equipment necessary for physical assessments;
- Performing the following routine therapeutic procedures:
 - injections;
 - debridement, suture, and care of superficial wounds;
 - debridement of minor superficial burns;
 - urinary bladder catheterization;
 - venipuncture;
 - removal of foreign bodies from the external surface of the skin;
 - removal of sutures;
 - removal of impacted cerumen;
 - subcutaneous local anesthesia;
 - application of physical therapy modalities;
 - incision and drainage of superficial skin infections.

Ability in:

- Understand written and oral instructions of a technical and professional nature;
- Work within the Nurse Practitioner role and to recognize when to refer clients to a physician or other health care provider;
- Recognize and triage to ER life threatening conditions or those beyond the scope of the practitioner;
- Make initial interpretation of all routine clinic functions including lab, x-ray, EKG, nebulizer treatment, etc.;

- Take a complete, accurate, and detailed history and perform physical examinations including pelvic and breast exams;
- Maintain professionalism and manage conflict quickly and in a direct and respectful manner;
- Prescribe medications listed in the formulary and organize and order drugs and other clinic supplies;
- Obtain specimens for culture and microscopic examination;
- Accurately record and maintain medical records;
- Maintain confidentiality;
- Establish effective working relationships with fellow employees, supervisors, and the public;
- Observe assigned work hours;
- Demonstrate punctuality;
- Work in a team or independently as required;
- Deal with the public or other employees in a pleasant and courteous manner.

Education/Experience/Training:

Education:

- Graduate from an accredited medical school, licensed to practice as a Nurse Practitioner in Montana with full prescriptive authority, current DEA, and board certified or board eligible;
- One year experience in a clinical setting preferred.

Certifications:

- Active Montana license to practice medicine;
- Board certification preferred;
- Valid Driver's License issued by the State of Montana.

Computer:

- Intermediate to advanced software knowledge in Excel, Access, Word, Outlook and the ability to learn and adequately operate Alluvion Health software applications.

Language Skills:

Fluent in the English language. Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints.

Physical Requirements:

- 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.

- The employee is regularly required to sit and use hands and fingers to provide care to patients and operate computer;
- Frequently is required to reach with hands and arms;
- Must occasionally lift and/or move up to 40 pounds while transporting equipment and supplies;
- Specific vision abilities required by this job include close vision and looking into monitors for extended periods of time and ability to adjust focus which permits the employee to perform computer procedures, and to produce and review a wide variety of documents, correspondence, reports and related materials in both electronic and printed form;
- Clarity of speech and hearing that permits the employee to communicate well with others;
- Mobility that permits the employee to move about in a variety of building settings; Personal mobility that permits the employee to enter, operate and exit motor vehicles and travel to other clinic sites.

Working Conditions:

- Work indoors in climate-controlled environment 95% of the time.
- OSHA Exposure Category #1 (*The normal work routine involves exposure to blood, body fluids, or tissues, but exposure or potential exposure may be required as a condition of employment.*)

Work Hours:

- Full-time, Exempt. Typically, a 40-hour workweek.

Comments:

This description is intended to describe the essential job functions and the essential requirements for the performance of this job. It is not an exhaustive list of all duties, responsibilities and requirements of a person so classified. Other functions may be assigned, and management retains the right to add or change the duties at any time.

Employee Signature

Date

Immediate Supervisor

Date

Human Resources Signature

Date