

POSITION DESCRIPTION

Title: Family Nurse Practitioner

Reports To: Clinic Physician

Location: Yreka Clinic

Supervises: Clinic Nurse(s), Medical Assistant(s), Patient Assistance Clerk, Patient Referral Clerk

Salary: \$50,000 - \$60,000, depending on experience

Summary: Shall work under the supervision of the Clinic Physician, to provide primary care to program patients. Shall assist with medical staff supervision and training. Shall work as a team leader and shall monitor all organizational wide performance improvement activities and shall serve as a member of the Accreditation Continuous Quality Improvement Committee. Shall be required to attend Karuk Health Board meetings as directed.

Responsibilities:

1. Shall competently provide Direct primary care services to program patients.
2. Displays age-specific competence working with:
 - Infants
 - Toddlers
 - Preschool
 - School Age
 - Adolescents
 - Early Adult
 - Young Adult
 - Middle Adult
 - Geriatric
3. Shall appropriately review the medical policies and procedures manual and make recommendations to the Medical Director/Clinic Physician and PI Director.
4. Shall proficiently monitor organizational wide performance improvement activities as a member of the medical team.
5. Shall efficiently follow guidelines for reporting as required by Federal, State, local and Tribal regulations or laws.

6. Shall appropriately provide medical advice to Committees ex; CHS Managed Care, Medical Records, PI, etc.
7. Shall sufficiently record patient visits in timely manner utilizing the SOAP format.
8. Shall capably consult as appropriate with the Clinic Physician to ensure the delivery of quality healthcare.
9. Shall properly supervise Medical Assistant(s), Patient Assistance Clerk, and Patient Referral Clerk.
10. Shall be capably available for local and out of the area travel as required for job related training and shall attend all required meetings and functions as requested.
11. Is courteous in accepting other job duties as assigned.

Qualifications:

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Demonstrates the ability to understand and follow oral and written instructions.

Requirements:

1. Must be currently licensed with the California State Board of Registered Nursing. Must be certified as a Family Nurse Practitioner. National Certification preferred.
2. Must have a minimum of one (1) year experience as an FNP.
3. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
4. Must function according to standing orders developed in consultation with the Medical Director/Clinic Physician.
5. Must provide documentation of immunity to measles, rubella and /or become immunized with the recommended vaccines, including Hepatitis B. Must test annually for TB.
6. Must adhere to confidentiality policy.
7. Must successfully pass a pre-employment drug and alcohol screening test and be willing to submit to a criminal background check.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

Council Approved: Revised August 11, 2005/Revised September 2006/Revised June 14, 2007

Chairman's Signature: _____

Employee's Signature: _____