

Rowan Diagnostic Clinic, P.A.

Position Description

Position Title: Nurse Practitioner / Physician Assistant, Outpatient Services

Department: Family Medicine

Reports To: Director Family Medicine

Summary: Provides general medical care and treatment to patients of Rowan Diagnostic Clinic, P.A. (RDC) in an out-patient setting.

Essential Duties and Responsibilities include the following. Other duties may be assigned:

Medical, Office:

1. Performs physical examinations and preventive health measures within prescribed guidelines and instructions of mentoring physician.
2. Orders, interprets, and evaluates diagnostic tests to identify and assess patient's clinical problems and health care needs.
3. Records physical findings, and formulates plan and prognosis, based on patient's condition; Discusses case with applicable RDC physicians and other health professionals to prepare comprehensive patient care plan.
4. Submits health care plan/goals of patients for periodic review and evaluation by mentoring physician.
5. Prescribes or recommends drugs or other forms of treatment such as physical therapy, inhalation therapy, or related therapeutic procedures.
6. Refers patients to RDC physicians for consultation or to specialized health resources for treatment.
7. Provide telephone encounter, portal message, and eVisit medical support.
8. Assist physicians with review and documentation of diagnostic reports and lab results.
9. Identifies and recommends alternatives to current policies and procedures that improve patient service, clinical workflow, or profitability.
10. Acts as a positive ambassador for RDC both while at work and away in the community and interacts well with other RDC departments, physicians, peers, and support staff.

Supervisory: This position requires general supervision of 1 medical assistant and 1 front desk staff.

Administrative:

1. Disease management: Assist with drafting, establishing, and ongoing review and modification of applicable EMR protocols and templates.
2. EMR setup/maintenance: Perform as a proficient and accurate user of the EMR.
3. Assist in the establishment of the medical care components of the department of Family Medicine.

Qualifications:

Education and/or Experience: Advanced degree as appropriate for professional designation. A minimum of three years' experience is preferred.

Certificates, Licenses: Current NC license and certificates appropriate for professional designation. Current ACLS and PALS certification.

Physical Demands: The 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.

While performing the duties of this position, the employee is required to stand and walk for extended periods. The employee must be able to clearly hear and speak during interactions with patients and medical assistants. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus.