

BENTON COUNTY POSITION DESCRIPTION

CLASSIFICATION		BAND		GRADE		SUBGRADE		FLSA STATUS		
Health Care Professional		C		4prem		B		Exempt		
POSITION TITLE:		Advanced Level Health Practitioner with QI Responsibility			POSITION#:					
<input type="checkbox"/> New		<input checked="" type="checkbox"/> Revised		Date:		4/25/2016				
SERVICE TYPE:				AFSCME						
Employee Name:				Department:		Health Center		Supervisor:		Medical Director
FTE:		1.0		Employment Status:		Regular Full Time				

Position Summary:

Advanced Level Health Practitioner’s/Physician Assistants provide high quality, comprehensive medical care and treatment to a diverse patient population. Delivers care in a patient-centered, team based model with an emphasis on prevention of disease, promotion of health, and management of chronic disease. Physician Assistants work within a collaborative practice agreement with a supervising physician as defined by the Oregon Medical Board. Also serves as lead clinician in coordinating and maximizing use of EHR.

Essential Duties:

No.	Major Functional Area (MFA)	% of Time
1	<p>MFA: Delivery of Medical Care & Patient Centered Primary Care Home (PCPCH)</p> <p>Essential Duties:</p> <ul style="list-style-type: none"> • Examine, diagnose, and treat primary care and preventive health issues in an ambulatory setting, and provide counseling and education to assist patients in self-care. • Prescribe and dispense medications appropriate to address medical conditions. • Initiate and continue medical treatment plans for patients and monitor results; review and update patient records. • Review lab results and take appropriate action. • Perform medical procedures within scope of practice and as defined by Health Center practice protocol. • Accurately code and document in the electronic health record; complete documentation within the established time frame; review reports to proactively manage care at the patient and panel level. • Provide back-up coverage of patient care for team providers when they are out of the office. May provide coverage at other clinic locations when needed. • Participate in collaborative treatment with medical, mental health, public health, and dental professionals within Health Services and other physicians/providers in the community to coordinate patient care. • Provide back-up call consultation to the after-hours triage service. • Provide care delivery within a team based , patient-centered primary care home demonstrated as follows; <ul style="list-style-type: none"> ○ Provide input and follow patient scheduling protocols to provide timely access to care. Provide timely response to patient’s contacts and questions. <i>(PCPCH Attribute: Access to Care)</i> ○ Contribute to development and follow best practice standards for chronic disease management, health maintenance, tests and procedures, lab preference lists, and med formulary. <i>(PCPCH Attribute: Accountability)</i> ○ Lead team in assessing and completing patient care plans in a comprehensive manner that includes physical, emotional, social, cultural, and socio-economic factors impacting health. <i>(PCPCH Attribute: Comprehensive Whole Person Care)</i> ○ Support and promote effective panel management and strategies that encourage continuity with patients assigned primary care provider. <i>(PCPCH Attribute: Continuity)</i> 	60%

	<ul style="list-style-type: none"> ○ Participate in assuring timely referrals by providing appropriate information to aid effective and efficient care coordination. <i>(PCPCH Attribute: Coordination & Integration)</i> ○ Engage patient and family in decision making regarding their care. Demonstrate respect for patients' culture and beliefs. Assist in assuring patient centered self-management goals are established. Demonstrate awareness of patient's literacy and health education needs. <i>(PCPCH Attribute: Person & Family Centered Care)</i> ○ Participate in team-based care by actively communicating and meeting with team members. Utilize team members appropriately, supporting their work at the top of their training and scope of work. 	
2	MFA: EHR Clinical Coordinator Essential Duties: <ul style="list-style-type: none"> ● Lead clinical initiatives to promote EHR optimization and efficiency among clinical staff. ● Develop training curriculum and provide orientation to new providers in use of EHR. ● Serve as the Meaningful Use provider champion. ● Participate in Quality Improvement activities and lead initiatives related to EHR. ● Provide direction and feedback to support standardizing best practices in documentation and use of EHR. ● Serve as clinical liaison to OCHIN user group. 	30%
3	MFA: Clinical Activities Essential Duties: <ul style="list-style-type: none"> ● Participate in peer review process to improve clinical services and patient outcomes, and provider meetings to keep current with organizational communication and priorities. ● Participate in Quality Improvement initiatives related to care delivery; provide feedback and input into clinical processes. ● Participate in community activities that promote the model of care and/or the Health Center. ● Pursue ongoing continuing medical education to stay current/ up to date with best practice standards. 	10%
4	MFA: Other Duties As Assigned Essential Duties:	%
Percentages should total 100%		100%

Special Requirements:

NCCPA certified or eligible Experience in a primary care setting Current or eligible for OR PA license Driver's license
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Physical Requirements:

<u>Physical Demands</u> While performing the duties of this job, the employee is frequently required to use hands to finger, handle or feel; talk; or hear. The employee is occasionally required to stand; walk; sit; reach with hands and arms; and stoop; kneel; or crouch 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.
<u>Work Environment</u> The employee works in well-lighted, clean environments. The noise level in the work environment is quiet to moderate. Check the following that applies to this position: The employee may occasionally: <input checked="" type="checkbox"/> work with angry or hostile clients or members of the public, <input checked="" type="checkbox"/> work with toxic substances and biohazards, and <input checked="" type="checkbox"/> exposure to infectious illnesses.

Emergency Preparedness:

Benton County is committed to emergency preparedness planning and implementation and disaster recovery. In the case of a Health Department, County, State, Federal or other emergency or disaster, this position may be called upon to assist in responding. This may require the assignment of additional responsibilities, depending on the circumstances.

Quality Improvement Participation:

Employees are expected to participate in improving BHS' performance, processes, and programs through quality improvement activities, use of the PDSA model and participating on QI teams as assigned.

NOTE: The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Employee: _____ Date: _____

Immediate Supervisor: _____ Date: _____