Job Title
Physician Assistant

Department Reports To FLSA Status Prepared By Approved By Last Modified
Clinical CMO Exempt Human Resources Director of Operations 2019-07-09

Job Summary
Under the direction of the Chief Medical Officer the Physician Assistant works as a member of the interdisciplinary health care team and is able to provide routine medical care to an out-patient population with familiarity working in a FQHC family practice.

General Accountabilities

- Obtains health information from patient.
- Performs physical examinations and assesses any medical problems.
- Practices safe and healthy control methods while working with patients.
- Educations patients and families concerning medical treatments, medications, etc.
- Administers or orders for diagnostic tests such as x-ray, electrocardiograms and lab tests.
- Interprets test results to diagnosis any related health issues.
- Counsels patients about compliance with medication.
- Assists in pre-operation or post-operation care.
- Coordinates activities of patient care.
- Documents patients progress with medication or treatment.
- Performs other tasks as directed.

Job Qualifications

- Equivalent to a Master’s degree from an accredited Nurse Practitioner or Physician Assistant Program.
- Must be Board Eligible or Board Certified in family practice.
- Must possess current DEA license and CPR certification (BCLS/ACLS).
- Bilingual in English / Spanish preferred.
- A minimum of 1-year experience in a FQHC preferred.
- Current CA Driver’s License with dependable automobile with insurance.
- Must be able to interact with people of various socioeconomic statuses and have the ability to address sensitive issues with tact and diplomacy.
- Must demonstrate strong communication skills in English and ability to speak Spanish is preferred.
- Ability to maintain patient confidentiality and adhere to HIPAA regulations.
- Possess an active medical license from the State of California with no pending or previous disciplinary action from any licensing entity.
Skills

- Problem Solving - Identifies and resolves problems time efficiently; Gathers and analyzes information; Develops solutions; Uses reason.
- Technical Skills - Assesses own strengths and weaknesses; Pursues developmental opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.
- Project Management - Develops project plans; Coordinates projects; Communicates changes and progress; Manages project team activities.
- Teamwork - Balances team and individual responsibilities; Gives and welcomes feedback; Able to build morale and group commitments to objectives.
- Oral Communication - Speaks clearly and persuasively; Listens and gets clarification when necessary; Responds informatively to questions.
- Written Communication - Writes clearly and concisely; Edits work; Varies writing style to meet specific needs; Presents numerical data effectively; Able to read and interpret written information.
- Leadership - Inspires and motivates others to perform well; Effectively influences actions and opinions of others; Gives recognition to others as appropriate.
- Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Sets goals and objectives.
- Teaching/Training, clearly explains concepts; Varies presentation style to satisfy different learning needs.

Skills: Machine

- Surgical Equipment
- Medical Equipment
- X-ray machine
- Computer

Physical Demands

- Occasionally required to sit.
- Occasionally required to walk.
- Occasionally required to use hands to finger, handle, or feel.
- Occasionally required to reach with hands and arms.
- Occasionally required to talk or hear.
- Occasionally required to bend, lift or climb.
- Occasionally required to lift light weights (less than 25 pounds).
- Occasionally required to lift moderate weights (25-50 pounds).
- Occasionally required to lift heavy weights (50 pounds or greater).
- Finger dexterity required.
- Hand coordination required.
- Specific vision abilities required for this job include: close vision, distance vision, ability to adjust or focus.
Work Environment

- Exposure to adverse conditions.
- Exposure to extreme heat.
- Exposure to extreme cold.
- Exposure to wet and/or humid conditions.
- Exposure to moving mechanical parts.
- Exposure to high, precarious places.
- Exposure to fumes or airborne particles.
- Exposure to toxic or caustic chemicals.
- Exposure to outside weather conditions.
- Possible risk of electrical shock
- Exposure to explosives
- Possible risk of radiation and vibration.
- Protective clothing or equipment is required including: gloves, helmets, steel-toed boots, protective eyewear.
- The noise level in the work environment usually is moderate.

How to Apply:

To Apply for this position please visit our website at: http://www.uchcla.org