PHYSICIANS ASSISTANT

**DEPARTMENT:** Primary Care / OBGyn / Pediatrics / Behavioral Health
**REPORTS TO:** CMO / Assistant CMO / COO

This document is intended to describe the general duties required for this position. It is not intended to serve as an exhaustive list of duties, skills, and responsibilities.

**SUMMARY**
Functions in an expanded nursing role in collaboration with qualified physicians within the framework of jointly approved protocols.

**ESSENTIAL DUTIES**
- Performs advanced patient assessments.
- Obtains complete health and psychosocial history and records findings in a systematic format.
- Performs complete physical assessment.
- Orders, performs and interprets routine laboratory tests.
- Develops and implements plans for health promotion and health maintenance.
- Provides periodic health assessments.
- Provides health education and counseling.
- Arranges referrals to other members of the health team as needed and to community resources as appropriate.
- Demonstrates awareness of current state, federal and local laws governing the delivery of care.
- Uses appropriate reporting mechanisms as required by state law.
- Respects the dignity, confidentiality and privacy of patients.
- Obtains appropriate authorization, consents for treatment.
- Follows proper procedures when handling and disposing of biohazardous waste.
- Provides open and timely communication with patients, families and their significant others.
- Provides sufficient information to allow patients and significant others to participate in their care.
- Provides educational resources to the patient/family as appropriate.
- Demonstrates a commitment to personal growth and development.
- Obtains ongoing education consistent with level and area of practice.
- Maintains current CPR and other appropriate licensure/certifications.
- Ensures that appearance and personal conduct are professional at all times.
• Excellent attendance record.
• Wears appropriate clothing for job functions.
• Works at maintaining a good rapport and a cooperative working relationship within the office.
• Represents the organization in a positive and professional manner in the community.

• Complies with all organizational policies regarding ethical business practices.
• Demonstrates knowledge of the principles of growth and development over the life span and the skills necessary to provide care appropriate to the age of the patients served. He/she shall be able to interpret data about the patient’s status in order to identify each patient’s age-specific needs and provide the care needed by the patient group including neonate, pediatric, adolescent and geriatric patients. Examples of skills necessary for each specific age group include:

  o Neonates - Pediatrics: Interpreting nonverbal communication, safety practices and medication dosage.
  o Adolescents: Enlisting patient in treatment, safety and security practices.

QUALIFICATIONS
Successful completion of a Physician’s Assistant training program and certification by the State Board of Physician Assistant. A current license to practice medicine in this state. Current CPR certificate.

WORK ENVIRONMENT:
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.