



Position: Nurse Practitioner #720212
Program: Sexual Health Education Program (SHEP)
Department: Health Services
Reports to: Medical Director of SHEP, Chief Medical Officer
Compensation: \$122,500 Annually
Status: 100%, Full-Time, Exempt, Union
Probation: 180 days
Benefits: Medical, Dental, Vision; also including Life Insurance, Long-Term Disability, Employee Assistance Program, and a 403(b) Retirement Plan

Center's Mission:

Building a world where LGBT people thrive as healthy, equal, and complete members of society.

We value:

Respect ~ Excellence ~ Inclusiveness ~ Innovation ~ Integrity

DEPARTMENT SUMMARY: As the nation's largest and most experienced provider of LGBT medical and mental health services, we help LGBTQ people lead healthier, happier lives, by keeping their minds and body well. All services are free or low cost. We're also one of the few Federally Qualified Health Centers in the nation with providers who specialize in primary care for LGBTQ people and with a research team working to advance the care and treatment of people in our community.

JOB SUMMARY: The Nurse Practitioner is responsible for the management of patient care in the Los Angeles LGBT Center clinics. Clinical responsibilities will include focused medical care in our Sexual Health and Education Program (SHEP), and other intermittent clinics as may be established to meet medical needs of the Center's patient population.

ESSENTIAL FUNCTIONS:

- 1) Sees clients in SHEP for the diagnosis and treatment of sexually transmitted infections; prescription of Pre and Post Exposure Prophylaxis for HIV (PrEP and PEP); prescription of initial antiretroviral medication for clients newly diagnosed with HIV as part of the Center's Rapid Start Protocol;
- 2) Works closely with the SHEP team of Nurses, Counselors, Linkage to Care staff and other clinic staff to ensure the delivery of high-quality care to patients;
- 3) Arranges for appropriate referrals to primary care, case management, adherence counseling, PrEP Linkage and other services as needed;
- 4) Administers or orders appropriate diagnostic tests;
- 5) Provides patient education as required;
- 6) Reviews lab results in a timely manner;
- 7) Reviews refill requests in a timely manner;
- 8) Provides coverage for other medical providers as needed;
- 9) Using the electronic medical record maintains detailed notes and codes visits appropriately for billing purposes;
- 10) Participates in Quality Management and Peer Review activities as needed;
- 11) Seeks consultation from staff physicians as needed, especially when a patient's problems are especially complex or if the patient's condition is not responding as expected;
- 12) Works with the Director of Research and Research staff to recruit appropriate candidates for clinical research activities;
- 13) Conducts patient exams as part of clinical research activities as needed;
- 14) Maintain Continuing Education Units (CEU) as required by the California Board of Nursing for license renewals and as may be required to maintain any certifications necessary to demonstrate proficiency in a specialty area relevant to NPs clinical practice;
- 15) Participates in administrative assignments. All providers will attend, at a minimum, the following meetings:
 - a) SHEP Provider staff meetings, monthly
 - b) Center All Staff Meeting – quarterly
 - c) Health Services All Staff Meeting – every fifth Friday of the month
- 16) Other duties as assigned;

JOB QUALIFICATIONS AND EXPERIENCE:

- 1) Knowledge of or experience working with the LGBTQ community and familiarity with issues of particular relevance to LGBTQ people;
- 2) A passion for the Center's work and its mission to make the world a better place for LGBTQ people;

- 3) Demonstrated comfort in discussing sexual health concerns in a non-judgmental, sex-positive manner;
- 4) RN and Adult or Family Nurse Practitioner degrees;
- 5) Licensed in the State of California;
- 6) Registered by the Federal Drug Enforcement Agency;
- 7) Furnishing license;
- 8) Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, gender expression, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration status, and physical abilities in a multicultural environment.

E-mail cover letter and resume as an attachment to jobs@lalgbtcenter.org website: www.lalgbtcenter.org

Or submit cover letter with application/resume to:

Los Angeles LGBT Center, Human Resources Dept., 1118 McCadden Place, Los Angeles, CA 90038

The Los Angeles LGBT Center is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.