

## **FAMILY NURSE PRACTITIONER**

<b>LOCATION:</b> Clinic	<b>REPORTS TO:</b> Medical Director	<b>STATUS:</b> Exempt
<b>AUTHORIZED BY:</b>	<b>REVISION DATES:</b> RO, 11/27/2006	

### **SUMMARY:**

Provides primary care diagnosis and treatment in a family practice clinical setting to a specified population. Counsels and educates patients regarding treatment and refers to ancillary and support services.

### **MINIMUM QUALIFICATIONS:**

Certified as Family Nurse Practitioner (FNP) in the State of Idaho or qualified to receive certification as a FNP in the State of Idaho. Minimum 2-4 years experience directly related to the duties and responsibilities specified. State of Idaho RN licensure or ability to receive licensure required. ACLS certification required.

### **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

- Knowledge of patient care charts and patient histories.
- Knowledge of health education theory and practice.
- Ability to supervise and train employees, to include organizing, prioritizing, and scheduling work assignments.
- Knowledge of clinical operations and procedures.
- Ability to maintain quality, safety, and/or infection control standards.
- Knowledge of current principles, methods and procedures for the delivery of medical evaluation, diagnosis and treatment in area of expertise.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Knowledge of related accreditation and certification requirements.
- Knowledge of the Spanish language is preferred.

### **DUTIES AND RESPONSIBILITIES:**

1. Provide primary care through diagnosis, clinical judgment, and management to restore, maintain, and improve health status in accordance with practice policies and scope of practice, including:
  - a) assessment of physical, emotional, and developmental status of the individual and family;
  - b) analysis of health behavior related to personality, life style, and culture;
  - c) prescriptive treatment of health problems as defined by nurse practitioner act;
  - d) counseling and client advocacy;

- e) provides health education to clients, clinic staff, and community organizations;
- f) performs assessment of the environmental status of the community and its impact on health.

2. Obtains patient histories and develops patient care charts, ensuring completeness and accuracy.
3. Supervises and/or coordinates the activities of patient care and/or support staff.
4. Works in collaboration and/or coordination with other health-care providers within the clinic team and community agencies to provide comprehensive client care.
5. In coordination with other clinic staff, maintains system of quality assessment and assurance in accordance with quality assurance plan.
6. Participates in program planning, development, implementation and evaluation relating to specific job, clinic, and program functions.
7. Participates in a continuing education program designed by the nurse practitioner and approved by the Medical Director.
8. Participates in staff meetings, conferences, and in-service training and continuing education.
9. Participates in recruitment, interviewing and performance evaluations of clinical personnel.
10. Maintains standards of care as described in Principles of Practice, protocols, and Scope of Practice as approved by the State of Idaho Board of Nursing and the American Medical Association.
11. May participate in planning programs and in developing specific health policies and procedures.
12. Practices safety, environmental, and/or infection control methods.
13. Performs miscellaneous job-related duties as assigned.
14. Performs other related functions as required for clinic operations.

**OTHER RESPONSIBILITIES:**

**SAFETY:**

Family Health Services enforces a safety culture whereby all employees have the responsibility for continuously developing and maintaining a safe working environment. Each employee is responsible for completing all training requirements, participating in emergency response tasks as requested, and serving on safety committees and teams as requested. In addition, employees must accept the responsibility for maintaining the safety of themselves and others by adhering to all written and verbal instructions, promptly reporting and/or correcting all hazards or unsafe conditions, and providing feedback to supervisors and management on all safety issues.

**PROCEDURE COMPLIANCE:**

Employee must read and understand the general and specific operational, safety, and environmental requirements of all plans, procedures, and policies pertaining to this job.

**WORKING CONDITIONS:**

Work is normally performed in a typical interior office/clinic work environment. Moderate physical activity. Requires handling of average-weight objects up to 25 pounds or standing and/or walking for more than four (4) hours per day. Work environment involves exposure to potentially dangerous materials and situations that require following extensive safety precautions and may include the use of protective equipment.

**ACKNOWLEDGMENT:**

I have received, read, and understand my job description. My signature below attests to the fact that I can perform the essential functions of the job with or without reasonable accommodation.

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Employee Name – Please Print**