

## **Advanced Practice Registered Nurse: Nurse Practitioner, Family Health**

**GENERAL DESCRIPTION:** Under general supervision of the Medical Director and in collaboration with the clinical team, delivers primary care commensurate with training and in accordance with the goals of Mascoma Community Health Center [MCHC]. Serves as coach/mentor/trainer to clinical support staff, giving guidance in best practices, troubleshooting of medical services and operations issues in priority of urgency according to MCHC policy and FQHC standards. Monitors clinical performance to ensure clinical services and operations are in compliance with all applicable regulatory and licensing agencies.

### **RESPONSIBILITIES:**

#### ***Management Functions:***

- Supervises non-professional staff including making recommendations for promotion, commendation, or disciplinary action where necessary or appropriate.

#### ***Clinical Functions:***

- Performs health assessments, including a thorough history and physical examination, ordering or performing certain diagnostic tests, evaluation of the psychosocial and family aspects of the situation sufficient to make a general health assessment, and diagnose the nature of common acute and chronic conditions.
- Promotes and maintains family health, including planning of periodic health assessments and screening for early case findings, assessment and guidance with regard to health hazards, child rearing, good family health habits, family planning, mental and emotional problems and continued maintenance of contact and rapport with the family.
- Manages common acute and chronic illness, including minor trauma, episodic problems, common chronic disorders, as well as counseling and education with regard to such problems, performance of minor surgical procedures and initiation of life-saving procedures in emergencies.
- Refers complex and high priority cases to the physician on duty or approved external provider with regard to complicated diagnostic problems, serious illness, complicated therapeutic problems, re-evaluation of chronic conditions, etc.
- Works as a member of the health care team and assists in education of patients and the target community in preventive health care and health maintenance concepts.
- Excellent problem-solving skills required, including creativity, resourcefulness, timeliness, and technical knowledge related to analyzing and resolving medical problems.

#### ***Performance Improvement Functions:***

- Reviews results of patient satisfaction surveys
- Reviews patient complaints.
- Leads and/or participates in clinical initiatives to improve the quality and safety of the MCHC care delivery model.

#### ***General:***

- Demonstrates an understanding of MCHC's mission in performing all aspects of the position.

- Demonstrates commitment to, and understanding of MCHC's Service Excellence Standards, by modeling service excellence in all internal and external relationships, addressing service excellence deficits in staff, and in performance of all duties and responsibilities of this position.
- Demonstrates a caring and helpful attitude when interacting with patients, vendors and fellow employees. Strives to build cooperative partnerships with internal and external customers.
- Sensitivity to needs of culturally and linguistically diverse patient and employee population.
- Understands and is committed to maintaining highest level of confidentiality and handles confidential information as defined in MCHC's policies.
- Performs all duties in support of successful EHR implementation.
- Demonstrates a pattern of continued learning in order to ensure growth as a practitioner.
- Attends internal and external meetings, workshops, and conferences, and participates on task forces or committees, as necessary and/or required by MCHC, Inc.
- Provides additional assistance within and outside of clinical arena, as requested and/or as appropriate, to ensure the ongoing success of the organization.
- Willingness and ability to work evenings and weekends, as needed.
- Other duties or responsibilities as assigned.

**MINIMUM QUALIFICATIONS:**

- Graduate of a certified Nurse Practitioner program, which entails training as well as practice in the above, mentioned duties.
- Current State of New Hampshire Nurse Practitioner license.
- DEA license
- Current BLS certification.
- Medicare and Medicaid provider qualified.
- Ability to maintain appropriate clinical privileges.

**PREFERRED QUALIFICATIONS**

- Minimum of two years experience.
- Previous experience providing clinical care within a community health center environment.

*Draft, 10/27/2015*