

JOB DESCRIPTION

Job Classification: ARNP

Reports to: Medical Director and Assistant Medical Director

Supervises: None

Last reviewed: 03/21/13

POSITION PURPOSE:

Advanced registered nurse practitioners are registered nurses prepared in a formal education program to assume an expanded role in providing health care services. This practice utilizes in depth knowledge of physical assessment and management of illnesses or conditions within the advanced registered nurse practitioner's scope of practice. This practice includes collaboration with other licensed health professionals such as physicians, ARNP's, PA's, and nurses. The ARNP will work directly with the Medical Director on issues related to patient care management. This position plays an active role in team based care via the Patient Centered Medical Home and other quality initiatives.

MINIMUM QUALIFICATIONS:

Education: Graduate of an accredited school of ARNP.

Licensure/Certification: Registered as RN and ARNP in the State of Washington. Prescriptive authority from Washington State.

Experience: Previous experience in patient care setting required. Experience in minor surgical techniques desired. Knowledgeable in the nursing process and its application, including the assessment, planning, implementation, and evaluation of nursing care.

Equipment/Skills: None

Physical demands: Ability to physically perform the functions of the job, including sitting, standing, walking, lifting, carrying, bending, and reaching with or without reasonable accommodation.

Status Classification: Salary/Exempt

PRIMARY JOB RESPONSIBILITIES:

- A. Participates in the administrative aspects of clinical practice. Standards:
- Participates in the development of departmental practices and protocols as appropriate.
 - Practices within the guidelines established by the American Nurses Association.
- B. Maintains professional standards in the clinical setting. Standards:
- Performs in a calm, professional manner during crisis situations.
 - Makes sound judgments based on factual information.

- Perceives potential problems and intervenes, utilizing measures that provide ethical solutions for the client/family.
- C. Provider maintains timely and accurate charts for each patient.
- Chart documentation timeline of no more than 48 hours, 95% of the time.
- D. Provider completes fee slips for each patient with appropriately matching diagnosis and procedure codes.
- E. Productivity: Minimum requirements of 3400 encounters per year for all providers (based on full time equivalent).
- F. Develops and implements teaching interventions aimed at preparing the client for achieving and maintaining optimal health status. Standards:
- Assesses client's health status knowledge and develops teaching plan in accordance with this assessment.
 - Implements interventions designed to achieve positive outcomes to health status.
 - Plans for patient discharge prior to admission to hospital.
- G. Uses sound judgment in making independent decision in caring for clinic clients. Standards:
- Uses sound medical data in making clinical judgments regarding patient care.
 - Communicates with physicians appropriately as indicated in departmental protocol.
 - Establishes treatment priorities based upon approved medical and nursing diagnoses.
- H. Communicates effectively when acting as a representative of the center. Standards:
- Promotes harmonious relationships with clients, visitors, and co-workers.
 - Communicates openly with physicians regarding care of client.
 - Advocates for client by explaining all procedures and treatments to the patient before they occur.
- I. Documents all actions in patient record as appropriate. Standards:
- Maintains documentation of contacts and interventions within the client's medical records.
 - Documents care delivered and patient's response on appropriate chart forms.
- J. Actively participates in and supports nurse practitioner practice in the community. Standards:
- Participates in the clinical education of other health professionals including student nurse practitioners.
 - Participates in quality management and peer review activities specific to professional practice.
- K. This position has regular and recurrent direct clinical contact with:
- | | | |
|---------------|------------------|-----------------|
| ____ Neonates | ____ Pediatrics | ____ Adults |
| ____ Infants | ____ Adolescents | ____ Geriatrics |

Standards:

- Assesses and adjusts care/treatment to be compatible with the age, growth and development and needs of the patients.
- Assesses patient’s level of understanding and adjusts care appropriately.
- Provides patient and/or family with information about the various aspects of the procedures/treatment.
- Provides patient and/or family with information about the various aspects of the plan of care.
- Portrays calm, reassuring manner when caring for patients and family.
- Develops or contributes to the individual plan of care relating to the developmental age and needs of the patient.
- Assesses age-related psycho/social issues, e.g. educational needs, community resources, spiritual/cultural needs.
- Assesses adjustment of dosage of medication relating to age and size.

L. Patient Centered Medical Home: FNP’s and ARNP’s are responsible for providing team based

care. This includes:

- i. Care coordination through daily huddles
- ii. Identifying populations at risk
- iii. Monitoring panel specific population health
- iv. Empowering patients through teaching self- management

M. Maintains required trainings:

- Attends all monthly department meetings/trainings.
- Completes annual online trainings as defined by VVHC to include:
 - HIPAA Training
 - Cultural Diversity Training
 - Blood Borne Pathogens Training
 - Sexual Harassment Training

N. Performs other related duties as assigned. Standards:

- Follows guidelines established at time of assignment.
- Accepts assignments willingly.
- Prioritizes workload to ensure timely completion of assignment.
- Asks appropriate clarifying questions relative to scope of assignment.

ACKNOWLEDGMENT:

I have read and understand the above Job Description, and agree with it.

Employee Signature

Date

Supervisor Signature

Date