



Watertown Area Cares Clinic

JOB TITLE: Nurse Practitioner/Advanced Practice Provider

JOB SUMMARY: This position provides primary medical care for new & established patients and is responsible for follow up for patients, including interpreting lab and diagnostic testing results. This includes assessment, diagnosis, treatment and, when necessary, referral to others for specialty care. The NP/APP is also responsible for the daily management of the Medical Services, making sure WACC's approved medical procedures and protocols are followed. The WACC Nurse Practitioner assumes responsibility for the continuity of care of all patients, which requires communicating with, and coordinating care with the volunteer providers. The ideal candidate for this 15 hour per week position must have a current license as a Family Nurse Practitioner (FNP) by AANP, ANCC or an APP and have a minimum of 3 years of experience providing care to patients 18 years of age and up (required).

Populations Served: Work requires providing direct and patient care to uninsured populations.

JOB ACCOUNTABILITIES

The following are essential job accountabilities:

Assessment/Data Collection:

- Collects patient health data, prioritized by the patient's condition or needs, utilizing appropriate assessment techniques while involving the patient, family and other health care providers as indicated.
- Ensures systematic, ongoing data collection with the relevant documentation, in accordance with the Watertown Area Cares Clinic standards, the State of Wisconsin, Watertown Area Cares Clinic's Scope of Practice and Collaborative Agreement with the Medical Director.

Diagnosis/Problem Identification:

- Analyzes the clinical data to identify immediate needs and acts on them.

- Determines appropriate diagnosis utilizing the differential diagnosis methodology and nursing process in a kind and caring way.

Planning:

- Identifies individualized expected outcomes in partnership with the patient, family and other health care providers.
- Develops a plan of care, based upon identified problems, which prescribes interventions/medications to attain expected outcomes.
- Take responsibility for the client's appropriate and uninterrupted care throughout the health care continuum, by coordinating services, discharge planning/instruction and referral to community resources if appropriate.
- Actively participates in all performance improvement programs.
- Reaches out to drug companies for medicine samples and diabetic supplies

Implementation:

- Demonstrates competence in clinical knowledge, skills, and technology utilized in patient care, based on department specific and organizational standards.
- Provides examinations and procedures to individuals
- Assists in the development and implementation of policy, procedure and guidelines appropriate for job description and scope of practice.
- Performs job duties according to practice standards and collaborates with collaborating physician and other providers as needed.
- Takes an active role in identifying and creating opportunities to educate, motivate and collaborate with staff and students in their professional development.

Evaluation:

- Continually evaluates the patient's progress toward achievement of established outcomes.
- Revises interventions and outcomes in collaboration with the patient, family and other health care providers, as appropriate.
- Assists in development, implementation and evaluation of department-based performance improvement program.
- Recognizes areas of potential conflict and actively seeks to identify issues, resources, and options for resolution.
- Coordinates the collection and analysis is for quality improvement

Documentation/Communication:

- Documents care process and patient's response to care as required by WACC standards.
- Communicates with patient, family and other health care providers in planning to meet the patient's health care needs.
- Completes and maintains records of patient visits in an accurate and confidential manner.
- Provides verbal and written reports to designated representatives.

- Communicates with peers when a hand off in care is necessary.
- Refers patients to physicians for follow-up according to established guidelines.
- Timely with all assessments, communication, documentation, and hours of operations.
- Participate in all quality care measurements.
- Review and follow up all labs, tests, procedures for all patients: follow as necessary with patients. After hours on call responsibilities for critical labs.
- Promote positive, productive and collaborative culture with staff and volunteers

Ethics:

- Delivers care and provides direction in a non-judgmental and non-discriminatory manner that is sensitive to patient diversity, while preserving and protecting patient autonomy, dignity and rights.

Professional Development:

- Acquires and continually enhances knowledge in current Nurse Practitioner /APP practice.
- Completes and commits to an educational plan, updating annually to constantly improve practice, educational advancement, and licensure maintenance.
- Contributes to professional development of peers, colleagues, and volunteers.
- Participates on committees as related to responsibilities.
- Participates in professional development activities relative to Internal or Family Medicine.
- Completion of competency requirements, as indicated by:
 - Completion of orientation competency checklist for this specific position
 - Must Maintain an active license as an NP or APP
- Reviews and signs collaborative agreement.
- Performs all other duties as assigned

EDUCATION/EXPERIENCE

Required licensure: Family or Adult Nurse Practitioner, RN / Advanced Practice Provider

Certifications: ANCC, DEA, CPR,

Minimum Education: Work requires the knowledge of theories, principles, and concepts normally acquired through completion of a Nurse Practitioner program and three years of previous and progressively more responsible work-related experience. The NP educational program must have been accredited by the ANCC and is licensed by the State of Wisconsin to practice as a Nurse Practitioner. Possession of DEA registration or eligibility (as defined by proof of DEA application) required. Strong interpersonal skills.

Preferred Experience: Three to Five years previous experience as a provider

Other Requirements: Flexible schedule to accommodate evening clinic hours.

**Physical/Environment
Requirements:**

ADA ESSENTIAL ELEMENTS

- Critical thinking
- Ability to review both broad and detailed information coming to relevant conclusions
- Ability to conceptualize
- Ability to analyze
- Ability to identify both short, and long-term goals
- Ability to utilize communication tools, such as, but not limited to: computer, telephone, voice mail and fax

ADA QUALIFICATIONS

- Ability to write and speak effectively
- Understanding of English language written and spoken
- Ability to hear with or without accommodation
- Ability to use fingers for dexterity functions
- Ability to lift up to 50 lbs.
- Ability to walk, use stairs or elevators

REPORTS TO: Executive Director

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities and skills required for the position.

Please send cover letter and resume to:
Carol Quest at cquest@ci.watertown.wi.us
515 S. 1st Street, Watertown, WI 53094
Fax (920)262-8096

