



PRIMARY CARE ADVANCED PRACTITIONER

FULL-TIME

GENERAL SUMMARY

Under the general supervision of the Site Medical Director, the Primary Care Advanced Practitioner provides comprehensive and continuing care to patients requiring routine and emergency treatment at health centers or other locations within OCHS's scope or practice including skilled nursing facilities. Additionally, the physician refers patients to other providers as appropriate and provides services in support of health promotion and preventive medicine. All this is performed in accordance with all applicable state and federal laws, professional standards, and OCHS policies and protocols.

ESSENTIAL JOB FUNCTIONS

- Serves as part of a clinic team to manage health of panel of patients including regular communication with team regarding health of the population managed. Supervises other health care professionals such as staff registered nurses, medical assistants, phlebotomists and other allied health care staff, as appropriate, to ensure the proper delivery of medical care to patients.
- Collaborates with Site Director and nursing staff regarding daily schedule. Demonstrates willingness to accept emergency, urgent, and other walk-in patients and to cooperate with site staff in managing such requests.
- Keeps accurate, complete, legible and timely medical and other records and files as required by law and this Agreement, which records shall become and remain the sole property of the Health Center, and not remove, duplicate, or extract any part of these records or files without the Health Center's written permission.
- Participates in patient care audits for quality assurance and utilization review to maintain and improve patient care standard of excellence.
- Participates with the on call schedule as assigned including coverage of weekend shifts as needed.
- Maintains knowledge of current developments in specialty to enhance professional expertise including maintenance of Board Certification if applicable and completing CME as needed to maintain licensure.

- Maintains a good working relationship with other physicians and health care professionals within the Health Center and OCHS administrative and support staff.
- Participates in regular provider and staff meetings as set by the Chief Medical Officer.
- Maintains a good working relationship with other physicians and health care professionals within the Health Center and OCHS administrative and support staff.

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- Performs other related duties as reasonably required or assigned.
- Ensures that participation in activities outside of the Health Center does not interfere with duties hereunder.

OTHER DUTIES AND RESPONSIBILITIES

- Other related duties and projects as assigned.

COMPETENCIES

PREPARATION, KNOWLEDGE, SKILLS & ABILITIES

- Possesses and maintains a valid Nurse Practitioner or Physician Assistant license to practice medicine in the Commonwealth of Massachusetts.
- Advanced practitioner must have experience working in Primary Care, Geriatrics or Family Medicine.
- Possesses a valid federal Drug Enforcement Administration number and any other required state public health certifications with respect to prescribing privileges. Suboxone waiver is encouraged.
- Is a certified provider and accepts assignment under the Medicare and Medicaid programs, and a qualified provider with respect to such other third party payers with whom the Health Center may do business.
- Is not excluded by state or federal authorities from participating in any health care programs, including Medicare and Medicaid. Is not penalized with civil monetary fines or assessments, or administrative or criminal sanctions for a material violation of any federal or state law involving Medicare, Medicaid, or any other federal or private third party reimbursement program.
- Maintains full privileges as a member in good standing of the Health Center's Medical/professional staff and comply with all by-laws and rules and regulations thereof.
- Upholds the Health Center's goodwill and reputation, and conforms to all legal requirements, rules and regulations of medical staffs and professional associations of which practitioner may, from time to time, be a member, and to codes of ethics applicable to practitioner's specialty and the generally accepted practice and community standard of quality of such specialty in particular.

- Complies with the Health Center's policies, rules and regulations as determined from time to time by the Health Center.
- Position requires a Master's Degree in Nursing or Physician Assistant studies, and a current medical license in Massachusetts. Position requires Cardiopulmonary Resuscitation (CPR) certification as well as Advanced Cardiovascular Life Support Training (ACLS).

WORKING CONDITIONS/PHYSICAL DEMANDS

- Normal business office environment.