

JOB DESCRIPTION



JOB TITLE: FNP

REPORTS TO: Satellite Physician

EMPLOYEE CLASSIFICATION: Full Time, Exempt

EXPOSURE CLASSIFICATION: Category I All procedures or other job related tasks that involve an inherent potential for mucous membrane or skin contact with blood, body fluids, tissues, or a potential for spill or splashes of blood or body fluids.

QUALIFICATIONS: A master's degree in nursing is required. Must possess a State of South Carolina license to practice medicine, federal DEA license and a State of South Carolina Controlled Substance license. Must meet credentialing and privileging requirements of FHC.

PHYSICAL REQUIREMENTS: Must possess ability to communicate in the dominant language of the geographic region. Must be able to lift 30 pounds. Vision and hearing corrected to within normal limits is required. Must be independently mobile.

ESSENTIAL JOB TASKS:

1. Provide direct patient care, including but not limited to conducting comprehensive medical and social histories of patients, performing comprehensive and/or problem focused physical examinations, order and/or performing laboratory and screening test in accordance with approved protocol.
2. Read and evaluate lab reports, x-ray results, and consultation reports and records, relaying information and, if necessary, treatment plans to patients.
3. Make independent decisions regarding management and treatment of medical problems identified, formulating, initiating and monitoring patient management plans based on established standards of care.
4. Prescribe medications and perform therapeutic or corrective measures, which may include urgent care.
5. Provide information, instruction and counseling on health maintenance, health promotion, social problems, illness prevention, illness management and medicine use.
6. Make appropriate referrals to specialists.
7. Comply with all applicable infection control and safety precautions.
8. Consult with other members of the health care team as needed.

9. Accurately enter all patient notes into electronic medical records system in a timely manner.
10. Participate in interviewing and selecting new employees provide input for performance reviews, provide input for employee discipline, including discharge.
11. Supervise students during clinical rotations as assigned.
12. Exhibit compliance with FHC's corporate compliance policy.
13. Perform job activities in ways that are respectful, courteous and responsive while interacting with patients, visitors and co-workers.
14. Perform other duties and assume other responsibilities as appropriate or as directed.

PERFORMANCE CHARACTERISTICS:

Knowledge of Job: Has necessary knowledge of the methods, procedures and policies of the organization as they pertain to the performance of the assigned job.

Quality of Work: Maintains high standards of accuracy in exercising duties and responsibilities.

Quantity of Work: Maintains effective and efficient output of all duties and responsibilities as described in employee's job description.

Dependability: Assumes responsibility for doing assigned work and meeting deadlines. Accepts accountability for meeting assigned responsibilities.

Attendance: Attends work regularly and adheres to policies regarding absences and tardiness. Provides adequate notice to the immediate supervisor with respect to vacation time and time off requests.

Judgment: Exercises good judgment in areas of responsibility. Identifies or assists in identifying alternative solutions to problems or situations.

Cooperation: Accepts supervisory instruction and direction and strives to meet the goals and objectives of the same.

Relationships with Others: Shares knowledge with supervisor and staff for mutual benefit. Contributes to improving/maintaining high morale among employees. Develops and maintains cooperative and courteous relationships with patients, co-workers, vendors and visitors.

Coordination of Work: Plans and organizes daily work routine. Establishes priorities for the completion of work. Attends meetings, training and other type organization sessions on time.

Safety and Housekeeping: Adheres to safety and housekeeping standards. Sees that the standards are not violated. Maintains a clean and orderly workplace.

Initiative and Enthusiasm: Maintains an enthusiastic, self-reliant and self-starting approach to meet job duties and accountabilities.