

Crusader Community Health Job Description

Job Title: Physician Assistant

Job Status: Exempt

Job Grade: 27

Manager Title: Advanced Practice Team Leader and/or the Department Chair

POSITION SUMMARY:

The Physician Assistant provides primary care services to children and/or adults as part of the provider team at Crusader Community Health collaborating with licensed MD/DO physicians.

ESSENTIAL FUNCTIONS: *This will include but is not limited to:*

1. Accountable for demonstrating the qualities outlined in the "Customer Service Standards of Excellence" program when interacting with patients, their families and friends, and fellow employees.
2. Understand and comply with the Mission Statement and Vision Statement of Crusader Community Health.
3. Provide care and establish within the medical record problem lists, medication lists and records deemed necessary to longitudinally follow the patient.
4. Collaborate and consult when necessary with patients, families, Crusader support staff, midlevel providers, internal and external consultants in order to provide the appropriate high level care.
5. Deliver medical care under the direction of a primary supervising physician and secondary supervisory physician staff. Use appropriate protocols, guidelines, and agreed upon references and clinical care understandings. Care may be provided at any program or site of Crusader Community Health.
6. Assume responsibility of patient continuity of care.
7. Participate in health promotion and disease prevention activities for all patients.
8. Participate in quality improvement and assurance activities.
9. Attend mandatory Crusader Community Health staff meetings and in-services.
10. Complete records to the detail deemed necessary by regulatory agencies and in a timely fashion.
11. Attend and participate in Crusader Community Health activities.
12. Embrace and support health care change.
13. Aid in the construction of a collaborative work environment.
14. Maintains an adequate amount of continued medical education credits to meet licensure, hospital medical staff, health plan and skill sets necessary to provide a high level of care to patients.
15. Other duties as assigned by the CEO or CMO or his/her designee to meet the goal of providing excellent health care.
16. To strictly adhere to Crusader Community Health Policies.

QUALIFICATIONS:

Ability to:

- Speak and write the English language clearly and fluently
- Provide care to a variety of patients at an acceptable pace
- Perform procedures customarily performed in his/her specialty
- Maintain active medical staff privileges (when deemed necessary by CEO/CMO) at a hospital(s) caring for Crusader Community Health patients. Must be a member in all CCH affiliated health care plans

EDUCATION/EXPERIENCE/TRAINING:

Education & Training:

- Successful completion of NCCPA approved Physician Assistant training program. NCCPA certification as a PA-C.
- Unrestricted Illinois Physician Assistant license, Controlled Substance License, Federal DEA
- Current CPR Certification (responsible for maintaining certification)
- Spanish fluency highly desired

Experience:

- Although desired, no further experience required after meeting educational & licensure requirements

Technical Knowledge:

- Strong computer literacy/ proficiency in Microsoft Office preferred
- Knowledge of Electronic Health Record software

PERSONAL CHARACTERISTICS:

- Demonstrate strong customer service skills
- Possess the ability to establish and maintain professional working relationships with all levels of staff, clients, and the public
- Willingness to be part of a team-unit and cooperate in the accomplishment of departmental goals and organizational objectives

PHYSICAL REQUIREMENT FORM

Job Title: Physician Assistant

| Physical Demands | Continuous over 70% | Frequent 40-60% | Occasional 15-39% | Rarely Up to 15% |
|--|--------------------------------|----------------------------|------------------------------|-----------------------------|
| Sitting | | X | | |
| Standing | | X | | |
| Walking | | | X | |
| Climbing | | | X | |
| Bending | | X | | |
| Pushing / Pulling | | | X | |
| Carry / Lift | | X | | |
| 1-15lbs | | | | |
| 15-30lbs | | X | | |
| 30-50lbs | | | | X |
| Fine hand / Eye Coordination | X | | | |
| Exposure to Blood and Body Fluids | X | | | |
| Exposure to Extreme Heat, Cold, Temp Fluctuations | | | | X |
| Exposure to Hazardous Chemicals | X | | | |
| Concentration on Detail | X | | | |
| Oral Communication | X | | | |
| Written Communication | X | | | |
| Typing/Computer | X | | | |

Crusader Community Health does not require nor does it expect that an employee lift over 50lbs unassisted. Objects in excess of 50lbs should be lifted or moved with mechanical means or a team lift.

Employee Signature:

Date:

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, duties and skills required of personnel so classified. They are representative to the knowledge, skills, and abilities that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.