

POSITION DESCRIPTION

POSITION: Family Nurse Practitioner

POSTING DATE: 2-24-17

LOCATION: S/M Health Center

CLOSING DATE: until filled

SALARY: Negotiable

PAY GRADE:

Full Time

GENERAL RESPONSIBILITIES:

The Family Nurse Practitioner is a professional registered nurse with advanced education and training in the primary care of adult and pediatric populations. The Family Nurse Practitioner is responsible for providing primary care to patients under the medical supervision of the attending physician and as directed by clinical protocols. This responsibility involves ongoing collaboration with physicians.

RESPONSIBILITIES:

A. CLINICAL

1. Obtains patient histories
2. Performs physical assessments pertinent to patients' chief complaint.
3. Evaluates assessment data and established diagnoses.
4. Prioritizes patient care situations, which require immediate and non-immediate actions and responds accordingly.
5. Orders and evaluates appropriate diagnostic studies.
6. Performs and monitors therapeutic procedures.
7. Assesses and/or manages follow-up plans.
8. Records and documents assessment data, interventions, results, and patient outcomes.
9. Educates patients and/or their families in order to promote wellness, prevent health problems, maintain current health and intervene in acute or chronic illness.
10. Documents discharge teaching and patient instructions for follow-up.

B. ADMINISTRATIVE

11. Facilitates and implements systems which promote and maintain effective communication and collaboration with inter/intra hospital physicians, nurses and other members of the health care team.
12. Maintains appropriate records and documentations of clinical and educational activities.
13. Collaborates with physicians in the development of clinical protocols/procedures for the delivery of in-patient care.
14. Demonstrates ability to work effectively with patients, families and with professional and supportive personnel who provide patient care.

15. Recognizes and uses appropriate channels to communicate stressful patient care/performance situations that arise with physicians, families and other staff members.
16. Collaborates with other medical staff to reach consensual agreement on staffing schedules.

C. RESEARCH/SCHOLARLY ACTIVITIES

17. Identifies the need for and participates in scholarly/research activities.

D. EDUCATION

18. Acts as resource to department staff and implements educational programs, to improve clinical skills, enhance knowledge base and improve patient care.
19. Maintains and enhances a current level of knowledge relative to professional practice, as well as continuing education requirements necessary for licensure.
20. Accepts self-responsibility for advancing skills and continuing education by:
 - a. Setting realistic and measurable goals for individual developmental needs based on personal, peer and supervisory evaluations of strengths and learning needs.
 - b. Assessing own performance status in relation to this position description and progress toward achievement of professional goals on an annual basis.
 - c. Seeking learning experiences/responsibilities to strengthen areas requiring development and to advance knowledge about other current developments in nursing.

E. GENERAL

21. Must maintain an acceptable departmental attendance record.
22. Must be reliable and prompt when reporting to work.
23. Required to attend job related, in-service, meetings, and training to maintain professional and technical knowledge.
24. Must adhere to tribal law and other applicable laws as well as tribal personnel policies and procedures.
25. May be required to satisfactorily complete an exam or other testing requirement(s) to determine skill proficiency.
26. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

QUALIFICATIONS:

1. A Master of Science in nursing or Doctor of Nursing Degree, encompassing twelve to twenty-four months of specialized classroom and experiential learning as a nurse practitioner.
2. One year of related clinical nursing experience.
3. Professional knowledge of nursing theory and practice.

4. Extensive knowledge of physical assessment, differential diagnosis, pathophysiology, pharmacology and management of acute and chronic patient/family problems.
5. Current licensure required by the State of Wisconsin to practice as Nurse Practitioner. Certification preferred.
6. One year electronic health record experience preferred.
7. Basic life support certification required, Advanced Cardiovascular Life Support certification preferred.
8. Must be able to adhere to strict confidentiality in all matters.
9. Must be knowledgeable of the Health Insurance Portability and Accountability Act (HIPAA).
10. Substantial interpersonal skills necessary to instruct patients and their families and to collaborate with health team members.
11. Must submit and pass a background security check to meet the Elder/Youth License Requirement as it pertains to the position and the location of the department prior to and during the course of employment with the Stockbridge-Munsee Community.
12. Must be willing to attend all applicable training.
13. Must pass pre-employment drug and health screening. Must adhere to the Tribe's Drug and Alcohol Free Workplace Policy during the course of employment.
14. Must be eligible for coverage under the employer's liability insurance.
15. Must have demonstrated ability to maintain satisfactory working record in any prior or current employment.
16. Must be able to meet physical requirements of position.
17. Must abide by departmental and organizational safety, testing, and uniform guidelines.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT

1. This position requires a lot of sitting with occasionally stoop, kneel, crouch, and lift and/or move up to twenty-five (25) pounds.
2. Evening and/or weekend is required. Extended hours and irregular shifts may be required.
3. Work environment requires excellent personal hygiene due to working in close proximity to others and in an enclosed area.
4. A Tuberculosis (TB) Screening and/or TB Skin Test may be required.

SUBMIT APPLICATION TO:

Human Resource Manager
Stockbridge-Munsee Community
N8705 Moh He Con Nuck Road
P.O. Box 70
Bowler, WI 54416

WE ARE A DRUG FREE EMPLOYER
CANDIDATES MUST PASS DRUG SCREEN
AND REMAIN DRUG FREE

The Stockbridge-Munsee Community operates as an equal opportunity employer except Indian preference is given in accordance with the Tribal Employment Preference Ordinance.

Although an interview may be granted, this does not determine that the candidate fully meets the qualifications until it is determined by the interview team.

Exec Dir HR approved 4-3-14