

## POSITION DESCRIPTION

Rev. 04/03/00

**TITLE:** Family Nurse Practitioner

**STATUS:** Permanent, Full-Time

**POSITION IN THE TRIBAL ORGANIZATION:** The Family Nurse Practitioner (FNP) is under the immediate supervision of the Tribal Health Director and under the medical supervision of the Medical Director. The FNP works cooperatively with the Health Center Physicians and Medical Staff. (S)he is hired by the Personnel Selection Committee and is employed by the tribe through the Pleasant Point Health Center through the IHS contract.

**ROLE:** The family nurse practitioner functions as a provider of family medical care. (S)he works cooperatively with the IHS staff in the delivery of health services to the community and the implementation of health programs and initiatives for the Pleasant Point Health Center.

### **DUTIES:**

1. Coordination of medical services with the health center staff, registered nurses and outreach personnel.
2. Participation in outreach and home visitations.
3. Assists in the early detection and screening for breast and cervical cancer and provides referrals to specialty providers when necessary.
4. Provides preventative medical care.
5. Works under the immediate supervision of the Medical Director in collaboration with the medical team.
6. Maintains regular schedule for providing periodic physical exams.
7. Evaluates medical conditions and if beyond his/her ability, confers with preceptor and/or other appropriate physicians.
8. Refers patients to other medical providers, when necessary and/or indicated by support staff using the Patient Referral and Contract Health System.
9. Dispenses pharmaceuticals in the absence of the pharmacist, as appropriate.
10. Participates in the evaluation of acute and chronic illnesses.
11. Assists in maintaining medical records by making complete and accurate entries.

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12. Conveys instructions, in writing and/or verbally to patients regarding their self/home health care treatment needs based on accepted medical practices, and standards.
13. Participates in the health center's Quality Assurance meeting. The FNP will maintain his/her skill level by keeping proficiency documents, certification(s) and licenses current.
14. Providing care that is consistent with the federal and state standards for the delivery of health care services.
15. Participates in workshops, courses and in-service training relevant to duties and to continually develop his/her cultural sensitivity to the service population.

### QUALIFICATIONS:

1. Possess a valid license to practice as a Family Nurse Practitioner in the State of Maine.
2. At least 5 years of relevant experience in the medical field preferred.
3. Possess current DEA certification to provide prescribed medication to patients.
4. Experience with:
  - Family Medicine
  - Ambulatory Care
  - Women's Health
  - Staff supervision
  - Independent duty (highly desirable)
5. Must be able to comply with the Privacy and Freedom of Information Acts.