

**ERIE COUNTY HEALTH DEPARTMENT**  
**JOB POSTING #2018-16**  
*The Erie County Health Department is an Equal Opportunity Employer*

**POSITION:** Family Nurse Practitioner or Physician Assistant

**DIVISION:** Primary Care & Clinical Services and Public Health Nursing Services

**SALARY:** Commensurate with experience

**WORKING HOURS:** Full Time; 8:00 a.m. – 5:00 p.m.; Monday - Fridays,  
Subject to planned itinerary and/or response to issues after hours.  
Occasional weekend or evening hours. Hours may be altered to  
accommodate Agency need.

**START DATE:** Immediate Opening

**POSTING DATE:** March 16, 2018

**CLOSING DATE:** Until Filled or December 28, 2018

**CONTACT PERSON:** Kathy Bango, Human Resources Office

**ESSENTIAL ELEMENTS:**

- Provides medical care of non-specialized nature to patients (i.e.: examines, diagnoses & treats patients & monitors progress, vaccinates against communicable diseases, prescribes medication & prescribes or administers treatment, develops a follow up plan of treatment; performs minor surgery/procedures).
- Performs physical examinations of patients to determine medical condition.
- Acts as consultant to other professionals, physicians, social workers, psychiatrists and psychologists.
- Participates in the development and implementation of clinical policies and procedures.
- Attends conferences and/or interdisciplinary team meetings to participate in development of total quality care plan for patients; for acute and chronically ill patients.
- Consults with other supervising physician(s) (if applicable) and determines need for specialized care or treatment.
- Writes medical evaluations and reports, interprets and analyzes laboratory reports and findings and writes summary, maintains written account of patient progress and writes orders and instructions to nursing and support staff through electronic health record.
- Follows all HIPAA provisions concerning confidential information.
- Participates in the Incident Command Structure according to the NIM system.
- Responds and participates as needed to incident management/emergency issues.
- Completes other special projects or duties as assigned.
- Responds to organizational goals, strategic priorities, and management by objectives (MBOs).
- Performs other duties as necessary.
- Knowledge of scope of patient care services provided by clinical service lines and the referral process (intra-agency & inter-agency).
- Ability to grasp Medicaid, Medicare, third party payers and any private pay systems coding requirements.
- Attends meetings as required.
- Communicates according to situational or organizational structure.
- Notifies supervisor of any treatment which may affect decision making.
- Provides primary care services in multiple locations and service delivery areas including planned/unplanned institutional visits.

**MAJOR CHARACTERISTICS OF JOB PERFORMANCE:**

- Knowledge and understanding of Patient Centered Medical Homes (PCMH) and Public Health Accreditation Board (PHAB) accreditation processes.
- Knowledge of Agency policies.
- Knowledge of Scope of Practice.
- Understands the overall operations of the health department and the Ten Essential Public Health Services.
- Ability to learn, follow directions, and communicate.
- Establishes professional network with Agency Epidemiologist.
- Knowledge of medical assessment & evaluation procedures for physicians, state & federal standards for public health care, clinic and agency processes, and comprehensive primary care to patients of all ages.
- Defines problems, collects data, establishes facts & draws valid conclusions.
- Gathers, collates & classifies information and data from a variety of sources.
- Able to assist with and deliver core grant objectives.
- Knowledge and practice reflects current standards of care and clinical guidelines.

- Knowledge of quality improvement principles and ability to implement to achieve improved outcomes.
- Knowledge of Meaningful Use objectives and ability to demonstrate achievement of objectives.

**MINIMUM QUALIFICATIONS FOR EMPLOYMENT:**

Requires current licensure as nurse practitioner in the State of Ohio as issued by Board of Nursing, per Section 4723.43 of Ohio Revised Code Scope of Specialized Nursing Services and certified as a family nurse practitioner or as a licensed Physician Assistant in the State of Ohio by the Ohio State Medical Board. Certified health care provider CPR. Proficient in electronic records and new technology as applied to position. Must maintain a valid Ohio driver's license and current automobile liability insurance throughout employment. Proficient in electronic records and new technology as applied to position. Must maintain a valid Ohio driver's license and current automobile liability insurance throughout employment.

**UNUSUAL WORKING CONDITIONS:**

May work weekends & holidays; exposed to communicable diseases, and emergency situations involving community and epidemiology and surveillance.

Qualified applicants may apply to the Human Resources Department, Erie County Health Department, 420 Superior Street, Sandusky, Ohio, (419-626-5623, Ext. 194) OR visit our website at [www.eriecohealthohio.org](http://www.eriecohealthohio.org) where current job postings can be viewed and an application is available to download. A completed Erie County Health Department employment application must be submitted to the Human Resources Department prior to 5:00 p.m. on December 28, 2018. EOE/AA/ADA

**Physical Requirements include at least:**

<b>Total Hours:</b>	<b>One Time:</b>	<b>Eight-Hour Day:</b>
Sit	3.0 Hours	2.0 Hours
Stand	1.0 Hours	5.0 Hours
Walk	0.5 Hour	1.0 Hour
<b>Amount:</b>		
Less than 5 lbs.	Constant	Constant
6 – 10 lbs.	Constant	Constant
11-20 lbs.	Frequent	Frequent
21-25 lbs.	Frequent	Frequent
26-50 lbs	Frequent	Frequent
More than 50 lbs.	Frequent	Frequent
<b>Bend: Frequent</b>		
<b>Squatting: Frequent</b>		
<b>Crawling: Occasional</b>		
<b>Climbing: Frequent</b>		
<b>Reaching: Frequent</b>		
<b>Move fingers/limbs easily: Frequent</b>		
<b>Work Conditions</b>		
Unprotected heights		No
Being around moving machinery		Yes
Exposure to marked changes in temperature and humidity		Yes
Driving automotive equipment		Yes
Exposure to dust, fumes and gases		Yes
<b>Use Hands in Repetitive Action Such As:</b>		
Simple Grasp:	Right: Yes	Left: Yes
Push/Pull Arm Controls:	Right: Yes	Left: Yes
Fine Manipulation:	Right: Yes	Left: Yes
<b>Use Feet in Repetitive Movement of Leg Controls:</b>		
Right: Yes	Left: Yes	Both: Yes

Approved for Content & Posting: \_\_\_\_\_



Date \_\_\_\_\_

03/16/18