

**Erie County Health Department**  
**Erie County Community Health Center**  
**Job Posting #2022-33**  
*Equal Opportunity Employer*

**Position:** Nurse Practitioner or Physician Assistant

**Division:** Behavioral Health

**Contact Person:** Kari Swenson, Human Resources Office

**Salary:** Commensurate with experience

**Start Date:** Immediate Opening

**Working Hours:** Part Time (1-2 hours per day) Saturday and Sunday

**Posting Opens:** Wednesday, April 6, 2022

**Posting Closes:** Thursday, June 30, 2022, at 5:00 pm or until filled

### Qualifications

- Requires current licensure as nurse practitioner in the State of Ohio as issued by the Ohio Board of Nursing, per Section 4723.43 of the Ohio Revised Code, scope of Specialized Nursing Services or as a licensed Physician Assistant in the State of Ohio by the State Medical Board of Ohio.
- Certified Health Care Provider CPR.
- Valid Ohio driver's license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.

### Essential Functions

- Performing history and physical examinations for newly admitted individuals in the detoxification unit.
- Documents findings in a concise, accurate, efficient, and timely manner.
- Responds to individual client emergency situations in the clinical setting by summoning other health care providers and emergency response personnel in a timely and appropriate manner.
- Conducts patient interviews and interprets findings.
- Performs comprehensive assessments which include health history, physical assessment, assessment for substance abuse or domestic violence issues, and assessment of basic needs including food, housing, income, resources and supports, and access to health care.
- Practice is based on accepted evidence-based criteria and established clinical practice guidelines.
- Consults with collaborating physician and other members of the healthcare team when indicated.
- Works and functions in a culturally competent capacity with persons from a variety of ethnic and social backgrounds.
- Obtains and completes appropriate patient forms, ensures patient confidentiality, and maintains orderly medical records. Follows established public health medical records policies and procedures as well as the State and Federal laws that govern the release of health care information.
- Promotes and facilitates the incorporation of Agency core values and strategic initiatives into daily service delivery.
- Fosters a work environment where continuous quality improvements in service and professional practice are pursued.
- Participates in meetings, mandatory in-services, educational programs, and other activities in order to stay informed and current.
- Demonstrates knowledge of applicable state professional practice guidelines for registered professional nurses, the American Nurses' Association *Scope and Standards of Practice for Public Health Nursing*, the Ohio Nurse Practice Act, and any other Federal and State laws and regulations applicable to practice as a public health professional, if applicable.
- Adheres to applicable Occupational Safety and Health Administration standards, such as those concerning exposure to bloodborne pathogens, toxic substances, airborne pathogens, or exposure to other hazards during routine assignments or assignments during public health emergencies.
- Must follow all safety policies and procedures to ensure an accident-free workplace.
- Adheres to ethical principles in the collection, maintenance, use, and dissemination of data and information.
- Utilizes appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial, and ethnic backgrounds, sexual orientations, lifestyles and physical abilities.
- Communicates with other members of the health care team verbally, in writing, and electronically.
- Adheres to ethical principles and Erie County Health Department policy in the collection, maintenance, use, and dissemination of data and information.

- Process mail and email by attaching related correspondence or information before forwarding, responding to mail when appropriate; respond to mail that can be handled personally; identify priority and/or time-sensitive matters; and maintain security and confidentiality.
- Performs other duties as assigned consistent with job classification.
- Greets visitors and patients in a friendly, competent, professional, and informed manner.
- Eases any concerns or distress clients/patients may exhibit during the visit to the Erie County Health Department and Erie County Community Health Center.
- Responds to questions with timely, accurate and complete information.
- Follows all regulations and requirements pertaining to public health, federally qualified health center (FQHC), and Agency policies toward the workplace.

## Special Requirements

- Treats others with courtesy and respect in all interactions.
- Responds with flexibility to changing needs.
- Supports and promotes the Agency's vision, mission, and core values.
- Proficiency in knowledge of anatomy, physiology, pathophysiology, epidemiology, physical assessment & basic pharmacology.
- Proficiency in knowledge of human systems (wellness, illness, growth and development, family, and community systems).
- Proficiency in knowledge of chart documentation requirements, medical record forms, State and Federal laws that govern release of health care information, patient consent.
- Proficiency in knowledge of relevant Occupational Safety & Health Administration (OSHA) standards.
- Proficiency in knowledge of Ohio State law relating to professional nursing practice and applicable state professional practice guidelines for registered professional nurses, the American Nurses' Association *Scope and Standards of Practice for Public Health Nursing*, the Ohio Nurse Practice Act, and any other Federal and State laws and regulations applicable to practice as a public health professional.
- Proficiency in adhering to and assuring ethical principles in the collection, maintenance, use, and dissemination of data and information.
- Demonstrates knowledge of applicable state professional practice guidelines for licensed medical providers and any other Federal State laws and regulations applicable to practice.
- Proficiency in communicating in writing and orally, in person, and through electronic means, with linguistic and cultural proficiency.
- Possesses exemplary interpersonal and communication skills with both internal and external customers.
- Practice and behaviors reflect fiscal responsibility in appropriate balance with quality patient care.
- Defined productivity standards are proactively worked towards and established goals met.
- Demonstrates good time management skills and follow through.
- Criminal background verification required.
- Proficiency in use of intermediate computer skills: email, word processing, and electronic health records
- Demonstrates flexibility and ability to work under pressure in a fast-paced environment.

**Due to the need for all Health Department personnel to respond to public health emergencies, the employee must be assessed for his/her ability to meet the physical demands of performing the following activities:**

- Must have completed Hepatitis B vaccine series or provide documentation that provides antibody testing results revealing immunity or medical reasons for contraindications of vaccine.
- Must remain up to date with required vaccines per Erie County Health Department /Erie County Community Health Center Personnel Policies.
- Engage in the following movements: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, and writing and repetitive motions.
- Must be able to be fitted and wear NIOSH 95 mask. (Requires elimination of facial hair/beard.)
- Exert up to 50 pounds of force frequently, and/or a negligible amount of force constantly to move objects.
- Hearing ability sufficient to communicate with others effectively in person and over the phone.
- Visual ability must be sufficient to read typewritten documents, computer screen and drive a car.
- Ability to hear and respond to internal or external emergency or evacuation alarms.

If unable to demonstrate these abilities based upon a standardized, objective assessment performed by external occupational health professionals, all reasonable accommodations will be made, in compliance with the Americans with Disabilities Act and any other applicable Federal and Ohio law.

### Equipment Used

Including, but not limited to computer, fax, copier, scanner, calculator, multi-line telephone, cell phone, camera, video recorder, public health and medical equipment and supplies related to duties, and personal vehicle.

Bloodborne Pathogen Risk Code:  None  Low  Medium  High

### Qualified Applicants

Qualified applicants should visit [www.eriecohealthohio.com](http://www.eriecohealthohio.com) where current job postings can be viewed, and an application is available to complete. A completed Erie County Health Department employment application must be date/time stamped in the Human Resources Office prior to 5:00 p.m. on Thursday, June 30, 2022, or until filled. EOE/AA/ADA

Approved for Content & Posting *Robert Schube* Date *04.06.2022*  
Erie County Health Commissioner