

Southern Illinois University School of Medicine

POSITION DESCRIPTION

NAME: _____ **FSLA STATUS:** EXEMPT

TITLE: Certified Physician Assistant / Certified Nurse Practitioner

DEPT: Family & Community Medicine

DIVISION: SIU Center for Family Medicine- Taylorville

POSITION PURPOSE:

This position is responsible for providing direct patient care to patients of the Center and for assisting in teaching activities as they relate to learner programs under the Center.

ORGANIZATIONAL RELATIONSHIPS:

This position reports to Site Chief Medical Officer for the Outreach Health Centers of the SIU Center for Family Medicine who in turn reports to the System Chief Medical Officer/CMIO of the SIU Center for Family Medicine FQHC.

DUTIES AND RESPONSIBILITIES:

The following information is intended to be representative of the work performed by the incumbent in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related or a logical extension of position responsibilities.

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.

I. TEACHING (10%)

- A. Teach and evaluate medical students, residents, physician assistants, and nurse practitioner students as they rotate through the educational program.
- B. Role model provision of care by a physician assistant focusing on health education, health promotion, primary and secondary disease prevention.
- C. Attend Resident Core Conferences and assist in presenting as requested.

II. SERVICE (90%)

- A. Provide diagnosis and treatment of common acute illness for patients in the Acute Care Clinic of the Center.
- B. Provide prevention and health maintenance care to patients with stable clinic illnesses and perform interim physical examinations for healthy individuals and families at the Center for Family Medicine.
- C. Development of a collaborative clinical practice model with faculty and community medical specialists focusing on division of responsibilities and appropriate referrals.
- D. Provide continuity of care across the health care continuum for collaborative practice.
- E. Participate in Peer review and Quality Improvement Projects for the Center.
- F. Provide emergency services to patients as needed including those who are identified as having no primary care physician.
- G. Attend faculty meetings and resident conferences.
- H. Serve on the Center-wide Committees, as assigned.
- I. Serve on school and department committees, as assigned.
- J. Participate in community outreach projects.
- K. Maintain competence in clinical practice using continuing education opportunities, professional conferences, and maintains licensure/certification.

III. ADMINISTRATION (0%)

IV. RESEARCH (0%)

AUTHORITY AND RESPONSIBILITY

This individual will work independently in accordance to duties outlined in the collaborative agreement. This position will be indirectly supervised by an attending physician while performing clinical duties.

MINIMUM QUALIFICATIONS

- A. Sensitive to the needs of underrepresented minority populations.
- B. Must be a graduate of an accredited Physician Assistant or Nurse Practitioner program
- C. Must have received passing score on national certifying exam
- D. Licensed or eligible for licensure in the State of Illinois as a Physician Assistant or Nurse Practitioner

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES:

Participates in meetings, training and other environmental, health and safety activities as required by SIU School of Medicine.

WORKING CONDITIONS/PHYSICAL DEMANDS:

See attached Physical and Environmental Requirements form.

SIGNATURES

Incumbent
Certified Physician Assistant/ Certified Nurse Practitioner
SIU Center for Family Medicine/ Taylorville

Date

Amit Sapra, MD
Assistant Professor
Site Chief Medical Officer, Outreach Health Centers
SIU Center for Family Medicine-Springfield

Date

Michal Dynda, MD
Associate Professor of Clinical FCM
System Chief Medical Officer / CMIO
SIU Center for Family Medicine/Springfield

Date

REVIEWED BY:

Iris Wesley, Chief Executive Officer
SIU Center for Family Medicine

Date

Janet R. Albers, MD
Professor of Clinical FCM and Chair
Department of Family & Community Medicine

Date

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

SIU SCHOOL OF MEDICINE

Incumbent: _____ Classification: **Certified Nurse Practitioner / Certified Physician Assistant**

Position No. (If applicable): **SMS.AP.71079.000** Department: **Family and Community Medicine/Taylorville-SMS**

WORK ENVIRONMENT: (Check all applicable environments)

<input checked="" type="checkbox"/> Office	<input type="checkbox"/> Hospital
<input checked="" type="checkbox"/> Clinic	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Research Laboratory	<input type="checkbox"/> Outdoors
<input type="checkbox"/> Other (Be Specific): _____	

PHYSICAL DEMANDS:	Seldom	Occasionally	Frequently	Constantly	N/A
(Indicate frequency of activity during performance of position duties)	(Performed rarely less than 2% of the time)	(Performed less than 25% of the time)	(Performed 26% to 50% of the time)	(Performed 51% or most of the time)	

(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

Reading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Close visual acuity	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Travel	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Conversation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Hearing - Other Sounds	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stooping	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Squatting	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gross hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fine hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Working in dust, fumes, gases, or irritants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working at heights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in extreme cold, heat and/or humidity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in close quarters	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climbing	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operating motor vehicles	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sitting	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Standing	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working above shoulder level	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Twisting	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kneeling	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pushing or pulling	5 - 10 lbs.				<input type="radio"/>
Carrying		5 - 10 lbs.			<input type="radio"/>
Lifting		10 - 20 lbs.			<input type="radio"/>
Other (Please list): _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I affirm the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

Supervisor Signature _____ Date _____
Supervisor Name **Amit Sapra, MD**

Employee Signature _____ Date _____