

All's Well Health Care
Matt Owens, BSN, RN
Clinical Quality Manager
714 596 2902
mowens@allswell.com

Full Time Position

Responsibility of the Nurse Practitioner (NP) For Family Practice

Under the general direction of the Supervising Physician or Medical Director, and in accordance with standardized procedures and protocols the NP will work at a private family practice.

Job Responsibilities Include but Not Limited to:

- Perform physical examinations and treat common episodic and chronic conditions.
- Obtains comprehensive history & physical, assesses and evaluates new and or established patient's conditions, signs and symptoms for care and treatment for chronic and acute illnesses.
- Perform annual physicals of adults and minors as required.
- Coordinates patient treatment plan using evidenced-based clinical decision making.
- Documents patient's condition, symptoms, and complaints using the practice's EMR software. All charts must be completed daily.
- Orders and reviews lab and or diagnostic tests and discusses the results with the patients in coordination with the supervising physician.
- Implements care and medication plan along with the expected outcome for patients in coordination with the supervising physician.
- Provides medical management, patient training and education on disease control, preventive care, weight management, etc.
- Screens patients for determination of severity of illness and or diagnostics tests and other procedures.
- Refer patients requiring mental health services to mental health providers and facilities.
- Ensure confidentiality of minor's health issues and all other patients in compliance with federal and state laws and regulations.
- Other duties as assigned.
- Responds to patient and pharmacy prescription medication inquiries and facilitates re-fill of prescription medication orders.
- May assist in office and or other ambulatory setting diagnostic testing of patients.
- Ensures that services are properly recorded and documented to facilitate timely billing of claims.
- Assists with quality and clinical improvements and initiatives related to family practice, preventive care, screening, etc.

Other Duties:

- Demonstrates an understanding of and complies with privacy, confidentiality, and security policies and procedures related to Protected Health Information (PHI) or other sensitive and personal information.
- Uses effective communication skills with patients, other provider, and staff.
- Demonstrates proper telephone techniques and etiquette and treats patients with dignity and respect.
- Shows sensitivity to differences of culture.

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- Demonstrates a positive and supportive manner in which patients / families/ colleagues perceive interactions as positive and supportive.
- Exhibits team work and positively contributes to the success of the team and recommends suggestions for enhanced patient care, efficiency, and other improvements.

Minimum and Preferred Requirements:

- Current, valid license as a Family Nurse Practitioner with no license restrictions; OR
- Certified and licensed in the state with no license restrictions
- Two years clinical experience in a family practice, general practice, urgent care, internal medicine, or equivalent experience
- Current CPR or BLS certification
- Good communication skills
- Must have graduated from an accredited school of nursing. Master's Degree (MSN) required.
- Current CA state license as a Registered Nurse (RN).
- Certification as an Ambulatory Care Nurse Practitioner preferred.
- Current DEA License.
- Bi-lingual (English and Spanish) preferred.
- AANP or ANCC Certification preferred but not required.

N. P. Signature

Date

Medical Director Signature

Date