

COUNTY OF SOLANO
CLASS SPECIFICATION

NURSE PRACTITIONER / PHYSICIAN ASSISTANT

Effective Date: 1/9/2009

CLASS SUMMARY:

The Nurse Practitioner/Physician Assistant functions at an expanded level of responsibility by utilizing services of the nurse practitioner or the physician assistant within the framework of mutually established medical protocols and guidelines. Under the general direction of a physician, incumbents assess and diagnosis medical needs of ambulatory and medical clinic patients, develop and implement treatment and intervention plans and evaluate progress. They also conduct education/referral; case management; health promotion; disease prevention; community outreach; and medication administration.

DISTINGUISHING CHARACTERISTICS:

Incumbents in the Nurse Practitioner/Physician Assistant class have advanced level training in diagnostic and health assessment allowing them to provide basic medical care. This class is distinguished from the:

- **Registered Nurse** class, which provides skilled nursing services directly to patients within clinics and correctional facilities.
- **Public Health Nurse** class, which provides population-based and individual nursing for individuals, families, and community groups;
- **Mental Health Nurse** class, which works with patients suffering from various types of mental health problems; and the
- **Pre-Hospital Care Coordinator** class, which provides data analysis and quality assurance oversight for emergency medical services.
- **Physician class**, which requires a medical license and independently prescribes medications.

ESSENTIAL DUTIES: This class specification represents the core area of responsibilities; specific position assignments will vary depending on the needs of the department.

- Assesses the health status and needs of individuals and families; diagnoses conditions; develops treatment plans; and furnishes and dispenses medication and medical devices.
- Interviews patients; takes medical histories; performs physical exams; makes diagnoses; orders laboratory tests; collects specimens; reviews lab results; treats conditions; administers immunizations; and performs triage and emergency aid.
- Prepares and maintains medical records, reports, charts and other documentation; coordinates with other clinicians and makes referrals for additional services.
- Counsels patients and families regarding diagnosis and treatment; provides case management; and conducts utilization reviews to determine appropriate actions.
- Drives a mobile Medical Van.
- Performs other duties of a similar nature and level as assigned.

EDUCATION, TRAINING, AND/OR EXPERIENCE:

Clinic, hospital or public health experience is desired.

LICENSING/CERTIFICATION REQUIREMENTS:

Nurse Practitioner:

- Current California Registered Nurse License, and
- Current California Nurse Practitioner Certification, and
- Current Nurse Practitioner National Certification

Physician Assistant:

- Current California Physician Assistant License

Nurse Practitioner and Physician Assistant:

- Current Adult, Child, and Infant CPR Certificate
- Current Controlled Substance Registration Certificate from the Drug Enforcement Administration
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Based on assignment, a valid California Driver's License, Class C

REQUIRED KNOWLEDGE AND SKILLS:

Knowledge of: (position requirements at entry)

- Principles and practice of medical care and the nursing process including assessment, diagnosis, planning, intervention/implementation, and evaluation
- Medical terminology, scientific methodology, and related medical theory
- Pathophysiology, pharmacology, epidemiology, bacteriology, and microbiology
- Infectious disease management and control
- Community health and social services
- Health promotion, preventive health-care measures, and general nutrition
- Applicable federal, state, and local laws, rules, regulations, codes, and statutes
- Medical records management practices and procedures
- Community health and social services
- Universal precautions
- Diseases and health problems commonly treated in health clinics and correctional institutions
- Transmission, intervention, prevention, and treatment of communicable diseases including symptoms and disease process
- Clinic operations, practices, routines, and protocols
- Patient educational techniques and practices
- Health promotion, preventive health-care measures, and general nutrition
- Uses and effects of medications and immunizations
- Medical equipment operations

Skills in: (position requirements at entry)

- Independent patient case management, diagnosis, health assessment, and delivery of medical

services

- Educating patients regarding health status, diagnosis, prevention and treatment
- Working with individuals from diverse socio-economic backgrounds
- Maintaining medical records and patient confidentiality
- Educating patients regarding health status, illness prevention and treatment, and self care
- Using computers and related software applications
- Interpreting and applying applicable federal, state, and local laws, rules, and regulations
- Providing medical services in a culturally sensitive manner
- Working under pressure and handling multiple and changing priorities
- Communicating effectively, both orally and in writing
- Establishing and maintaining harmonious working relationships with those contacted in the course of work; demonstrating tact, diplomacy, patience, and compassion

ADA REQUIREMENTS:

Positions in this class typically require: climbing, stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motion.

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force consistently to move objects.

OTHER REQUIREMENTS:

- May be subject to fumes, odors, blood and other bodily fluids, communicable diseases, and threatening environments including disruptive or aggressive behaviors from others.
- May required shift and holiday work.
- May require independent travel.

Class History Information:

Approved by CSC 1/9/2009

Amended October 13, 2010

Amended October 12, 2011