



Heritage Health Center

128 North Bent St. • Powell, WY • 82435 • 307-764-4135 • www.heritagehealthcenter.org

Providing Care to the Community

The Heritage Health Center (HHC) mission is to provide affordable healthcare to our community. HHC will develop, promote and manage health care facilities, services, and programs with emphasis on comprehensive health care, preventative medicine, and health maintenance, including community education. We are proud of our organization and the many employees who have and will contribute to our reputation of providing excellent health care to individuals regardless of their ability to pay. It is the intent of HHC to employ people who will contribute to the overall success of our organization and to have an atmosphere in which all employees demonstrate an understanding of the importance of HHC's Mission. We want you to enjoy your work here and fully realize your potential. If you have additional questions or need assistance, please consult your immediate supervisor or the Employee Handbook. The Human Resource department has an "Open Door" policy and welcomes your personnel and benefits questions.

Position: Mid-Level Provider- Clinic Setting

Salary: \$DOE

Start Date:

Requirements: Background Check if deemed necessary

Overview:

Under the general direction and supervision of the Medical Director and/or Primary Collaborating Physician, this position provides comprehensive coordinated primary and preventive health care services to an ethnically diverse patient population across the lifespan, including prenatal care.

Minimum Qualifications:

Education

Masters degree in Nursing or Physician Assistant Studies or Doctorate degree in Nursing. Licensure in Wyoming as an Advanced Nurse Practitioner or Physician Assistant-Certified; Advanced Nurse Practitioner board certification in family medicine required. Current DEA and certification in BLS.

Experience

Experience in delivering services to medically underserved populations and cultural competency. Proficiency with Electronic Health Records required.

Essential Functions:

1. Provide direct outpatient care.
 - a. Screen, examine, diagnose, manage and treat physical disease, injuries and medical disorders.
 - b. Order and interpret routine laboratory analysis and x-rays, and prepare case histories.
 - c. Recognize the systems of substance abuse and respond appropriately to patient attempts to obtain unnecessary prescriptions.
2. Recognize serious illnesses and conditions and refer to physician, or other health professional as appropriate.
3. Provide after-hours call coverage in coordination with other medical staff and call group ensuring continuity of patient care with physician backup.
4. Coordinate with center's and community's providers ensuring delivery of integrated comprehensive primary care services.
5. Supervise, in conjunction with Clinical Support Supervisor, clinical support staff.
6. Participate in continuous quality improvement activities.
7. Assist in development of clinical procedures.
8. Remain current with standards of primary health care practice.
9. Comply with corporation's policies and procedures.
10. Utilize personal computer.
11. Other duties as assigned by Medical Director.

Knowledge, Skills and Abilities

Possess considerable knowledge of methods of general medicine and primary health care, methods of diagnosing, managing and treating medical disorders, as well as the systems of more serious illnesses or conditions, appropriate laboratory tests and drug and/or physical therapies involved, and of the problems and dynamics in treating medically underserved populations.

Ability to work as successful primary health care team.

Computer skills; proficiency with Electronic Health Records.

Excellent oral and written communication skills.

Ability to organize and prioritize tasks.

Ability to work under pressure and meet deadlines.

Immediate Supervisor: Primary Collaborating Physician; in his/her absence, Medical Director.

Physical Demands/Working Conditions:

General office/clinic conditions are pleasant; good, clean working conditions where accident and hazards are negligible; requires short periods of moderate lifting, pushing or pulling objects up to twenty pounds. Clear diction and acute hearing are necessary for effective communication with the staff and public.

OSHA Classification I: Normal work routine involves potential for mucous membrane or skin contact with blood and/or body fluids; use of appropriate protective measures is required.