



OPEN: 02/10/12
CLOSES: 03/19/12

Job Title: FAMILY NURSE PRACTITIONER/ PHYSICIAN'S ASSISTANT
Department: Community Health Center/Direct Care
Reports to: Medical Director
FLSA Status: Exempt, Full-time
Salary Range: \$57,241.60 - \$90,000.00 DOE

This is a Full-Time position with benefits.

This position is a covered position as defined in the Coquille Indian Tribe Chapter 185 Child Protection Ordinance.

Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

SUMMARY OF MAJOR FUNCTIONS

Under the supervision of the Medical Director, provides comprehensive and preventive care and therapeutic health services to Native Americans and non-native patients of the Community Health Center (CHC).

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Critically evaluates patient health and developmental history.
2. Provides care and treatment for patients and follow-up.
3. Performs diagnostic and therapeutic tasks, including injections and immunizations.
4. Evaluates total health care needs of patients, and with the patients, develops plans to meet those needs.
5. Performs complete physical examinations.
6. Instructs and counsels patients on diet, disease and therapy.
7. Provides newborn and well-child care.
8. Develops and coordinates programs for community health and associated patient preventive education.
9. Performs or requests diagnostic testing and interprets, evaluates and communicates the results.
10. Exercises judgment in integrating and interpreting findings on the basis of general medical knowledge and consultation with a physician, if needed.
11. Works with the Medical Director in the management of selected complex medical problems.
12. Supervises the Clinic Registered Nurse.
13. Provides Chronic Disease Management and education.
14. Provides oversight for the Oregon Vaccine For Children's Program (VFC).
15. Supervise clinical competencies program for Clinic RN.
16. Member of the administrative committees: Contact Health Service Review Panel, Health Care Work Group and Resource Management Committee as assigned by the Medical Director or Health and Human Services Administrator.
17. Other duties, as assigned.

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified, and shall not be considered as a detailed description of the all the work requirements that may be inherent in the job. This position may involve transporting Native Americans and non-native patients and clients in the CHC vehicles, employee owned vehicles and rental vehicles to and from a variety of CHC functions and activities.

MINIMUM QUALIFICATIONS

- A. Graduate of a M.S. program in Nursing.
- B. Licensed by the Oregon State Board of Nursing as a Family Nurse Practitioner.
- C. Must be eligible for appointment to CHC medical staff per CHC credentialing policies.
- D. Nationally certified as a Family Nurse Practitioner from a recognized certifying body such as American Nurses Credentialing Center (ANCC) or American Academy of Nurse Practitioners (AANP).
- E. Computer experience required (preferably using Microsoft Office Suite).
- F. Experience using electronic medical records systems preferred.
- G. Two years clinical experience required.
- H. Demonstrated excellent verbal and written communication skills and a positive attitude.
- I. Ability to work with a wide variety of people.
- J. Current and valid Oregon driver's license in good standing (or ability to obtain) with no insurability issues with the Tribe's insurance carrier is required.

If interested in applying, please pick up an application from the Tribal Administration office or via www.coquilletribe.org. Resumes are encouraged to be submitted in addition to the job application. If you need more information or have questions on the above job opening, please contact the Human Resources Director.

Return completed Coquille Indian Tribe Application to:
Larry D. Scarborough, Human Resources Director
3050 Tremont Street
North Bend, OR 97459
Telephone: 541-756-0904
Fax: 541-751-2014
Email: HRDirector@coquilletribe.org