



PO Box 649 FORT DEFIANCE, AZ 86504 PHONE: 928.729.8000 FAX: 928.729.8019 WEBSITE: WWW.FDIHB.ORG
A FACILITY OF FORT DEFIANCE INDIAN HOSPITAL BOARD, INC.

FAMILY NURSE PRACTITIONER

Position Description

Division:	Medical
Department:	Mobile Health Program/Various Clinics
Job Code:	
Salary Range:	Dependent on Experience
Hours/week:	40 hours/week
Type of Position:	Regular Full-time

Reports to (title):	Director of Mobile Health & Outreach
Job Location:	Tséhootsooí Medical Center
Supervises:	No
Classification:	Exempt
Effective Date:	December 15, 2015
Revised Date:	February 13, 2017

PERFORMANCE EXPECTATIONS

In performance of their respective tasks and duties all employees of the Fort Defiance Indian Hospital Board, Inc. (FDIHB) are expected to conform to the following:

- Uphold all principles of confidentiality and patient care to the fullest extent.
- Adhere to all professional and ethical behavior standards of the healthcare industry.
- Interact in an honest, trustworthy and dependable manner with patients, employees and vendors.
- Possess cultural awareness and sensitivity.
- Maintain a current insurable driver's license.

POSITION PURPOSE

Serves as Family Nurse Practitioner (FNP) at Fort Defiance Indian Hospital Board, Inc. (FDIHB), which involves providing healthcare services for patients of all ages on board a Mobile Medical Unit and rotating in other clinics, including Primary Care, Pediatrics clinics at FDIHB and Nahata' Dził Health Center. The incumbent will also play a lead clinical advisory role in the Mobile Health Program.

ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

- Provides diagnostic, preventive, and therapeutic health services to patients and family members in a primary care facility and Mobile Medical Unit, with the ability to function as an independent practitioner.
- Secures a health and developmental history from the patient or parent and performs a detailed physical exam, records findings and makes critical evaluations.
- Performs or requests special screening and developmental and diagnostic tests and procedures, and interprets results. Discriminates between normal and abnormal findings to recognize early stages of serious physical, emotional or mental problems.
- Evaluates total health care needs of patients and develops or initiates plans to meet these needs. Consults and collaborates with other health team members to establish health care plans and to review patient progress and response to therapy, including the use of written referrals to Public Health Nursing, specialty clinics, etc.
- Responsible for prescribing medications including computation of doses.

Position Description

- Carries out treatments and procedures as required, administers medications; observes and documents changes in patient's condition, reactions to medications and treatments.
- Documents visits in the medical records of patients including updating problem lists.
- Acts as a "bridge to empanelment"- ensuring that patients seen on board the Mobile Unit and in clinic are linked into and retained in appropriate primary and follow-up care
- Makes decisions concerning medical care needs of patients which may involve various treatment modalities, prescribed medications, consultation, and referral when appropriate.
- Provides direct and independent medical care in the presence of illness or disability in order to maintain and improve quality of life, provide comfort, reduce distress and enhance coping ability.
- Provides full range of emergency services or crisis intervention including lifesaving emergency procedures in order to stabilize a patient sufficiently until a higher level of care is available.
- Adjusts treatments within established standing orders, recognizing when to refer the patient to the physician or other health team members; works collaboratively with physician in management of selected complex medical problems.
- Participates with other public health professionals and agencies involved in providing required healthcare and services, including immunization and disease control, environmental health and health education.
- Evaluates the medical aspects of treatment plans periodically, recognizing when reassessment by a physician or other health professionals is appropriate.
- Provides healthcare and preventive services to healthy individuals, including immunizations, depression screening, guidance and motivational interviewing/behavior change counseling related to nutrition, common illnesses, accidents, child growth and development, substance abuse, exercise, and other health issues as appropriate.
- Teaches patients and family member's ways to maintain or improve their health status.
- Serves as an integral team member in the Mobile Health Program that aims to provide preventive health services to FDIHB's catchment area of 16 chapter communities via two mobile medical units. Provides clinical oversight, ensuring quality of care on board the medical units, and ensure that patients are linked into appropriate follow-up care. Collaborates with the Director of the Mobile Health Program in consistent monitoring and evaluation and quality improvement of the program, and ensuring activities align with community needs and priorities.
- Coordinates and may review the work of health workers and other clinical auxiliary workers assigned to assist in various diagnostic and clinical duties of the Mobile Health Program.
- Practices part-time on board a Mobile Medical Unit where space and other resource constraints require a high level of adaptability and dexterity.
- Provides cross coverage of walk in/scheduled patients in the Primary Care and/or the Pediatric Clinic and/or Nahata Dziil Clinic on a rotating basis, performing duties as agreed upon by the specific departments
- Maintains knowledge and proficiency in medical practices through continuing education, staff meetings, and workshops, and home study.
- Participates in Quality Assessment and Performance Improvement (QAPI) review processes with supervising DO/MD(s) from Pediatrics and Primary Care Clinics.
- Performs other duties as assigned.

MINIMUM MANDATORY QUALIFICATIONS

- Experience:
- At least two (2) years' experience as a Family Nurse Practitioner evaluating and treating patients
- Education:
- Completion of an Accredited Advanced Nurse Practitioner School in the following area:
 - Family Nurse Practitioner
 - Active unrestricted Advanced Nurse Practitioner license in any U.S. State or Territory in the following area:

Position Description

- Family Nurse Practitioner

- National Certification from the American Academy of Nurse Practitioners.
- Current, valid, unrestricted Drug Enforcement Agency (DEA) License.
- Must maintain an active, unrestricted Registered Nurse license from any U.S. State or Territory.

Mandatory Knowledge, Skills, Abilities and Other Qualifications:

- Knowledge of established concepts, principles and practices related to FNP training, with full consideration of mental, emotional and physical factors.
- Language Skills: This position requires a knowledge of, and sensitivity to, cultural and language differences.
- Interpersonal Skills: Must have excellent interpersonal skills in handling interactions with hospital staff, other agencies, groups, patients, and families.
- Technology Skills: Competent in use of Electronic Medical Records
- Teamwork: Must be able to work as a team member and develop productive and cooperative working relationships with all members of different healthcare teams, including the Mobile Health Program and the Primary Care and Pediatric Clinics.
- Problem Solving: Will use a broad range of diagnostic, therapeutic, and social skills to address varied problems associated with rural and cross-cultural medicine, in the Mobile Health Program as well as Outpatient setting.
- Travel: Working on board the mobile unit will require ability to travel to nearby communities as far as an hour or more away up to a few days per week.
- DEA Registration number
- Meets the criteria for Credentialing & Privileging of FDIHB Medical Staff Membership of the FDIHB Medical Staff Bylaws.
- A record of satisfactory performance in all prior and current employment as evidenced by positive employment references from previous and current employers.

PREFERRED QUALIFICATIONS

- Three (3) years or more experience as a licensed Nurse Practitioner
- Bilingual skills in English and the Navajo language
- Prior experience in Community Health or Public Health Nursing, Mobile Health, or public health program management.
- Prior experience working with Native American populations and/or rural populations
- Prior experience working with the Indian Health Service or a 638 facility

WORK ENVIRONMENT

Work environment: The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job. Normal office conditions exist, and the noise level in the work environment can vary from low to moderate. Limited overnight travel may be required from time to time.

Physical demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee may be required to frequently stand, walk, sit, bend, twist, talk and hear. There may be prolonged periods of sitting, keyboarding, reading, as well as driving or riding in transport vehicles. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include reading, distance, computer, and color vision. Talking and hearing are essential to communicate with patients, vendors and staff.

Mental demands: There are a number of deadlines associated with this position. The employee must also multi-task and interact with a wider variety of people on various and, at times, complicated issues.

FAMILY NURSE PRACTITIONER

Position Description

NAVAJO/INDIAN PREFERENCE

FDHIB, Inc. is located within the Navajo Nation and, in accordance with Navajo Nation law, has implemented a Navajo/Indian Preference in Employment Policy. Pursuant to this Policy, applicants who meet the minimum qualifications for this position and who are enrolled members of the Navajo Nation will be given primary preference in hiring and employment for this position and members of other federally-recognized Indian tribes will be given secondary preference. Other candidates will be considered only after all candidates entitled to primary or secondary preference have been fully considered.

OTHER

All employees must uphold all principles of confidentiality and patient care to the fullest extent. This position has access to sensitive information and a breach of these principles will be grounds for immediate termination.

***Disclaimer:** The information on this position description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.*

REVIEWED BY	Jamie Whitehorse	TITLE	HR Information Systems Administrator
APPROVED BY		TITLE	
DATE POSTED		DATE HIRED	

ACKNOWLEDGMENT

I have reviewed the content of the **FAMILY NURSE PRACTITIONER** description and have been provided a copy of the description. I certify that I am able to perform the essential functions of this position as outlined in this description, with or without reasonable accommodation.

Describe any accommodations required to perform these functions:

Employee (printed name)

Employee (signature)

Date
