



Job Title: POPUP PROVIDER (NP/PA) - CASUAL

Department(s): Provider Clinical Operations

Position Summary: Provides health care services to patients within the scope of Nurse Practitioner or Physician Assistant practice. Education, certification, and Minnesota laws delineate scope of practice and provide governance of licensure.

Supervision Received: Medical Director

Supervision Exercised: None

Hours/Week 60-100 hours/year Full-Time Part-Time Exempt Non-Exempt

FLSA Definition:

JOB SUMMARY

The Popup Provider will be the lead clinician at NHS popup clinical events. These are events that are led by NHS staff at locations around the Twin Cities, mostly non-clinical, such as schools or community centers. Most of the clinical care will be for children—assessing and recommending vaccines and doing well-child checks. However, we may add other services for adults or children, in the future. NHS will work with the Popup Provider to set a calendar of quarterly events, based on both clinic and provider availability.

Due to the nature of community-based popup clinics, the Popup Provider will be asked to demonstrate flexibility and clear decision-making, leading the NHS team in delivering quality health care. The Popup Provider will refer patients and follow up to NHS clinical providers as needed. They will need to complete training and credentialing with NHS staff prior to providing care.

NHS' electronic medical record is Athena. If the Popup Provider is not experienced in Athena, NHS will provide a scribe to support the clinical care.

ESSENTIAL FUNCTIONS:

- Provides comprehensive health care for clinic patients as established by clinic protocols and community applicable medical practice standards. These services include health maintenance; acute episodic care; long-term care of stable chronic illness; ordering appropriate lab tests, x-rays and referrals; diagnosis, planning and evaluation as appropriate.
- Serves as the sole provider at NHS popup clinic events, which will primarily take place on evenings and weekends
- Consults with or refers to Medical Director, other clinic physicians, other nurse practitioners, specialists, certified nurse midwives, and/or other health care personnel as patients' needs may warrant
- Secures patient health and developmental histories
- Performs appropriate physical examinations

- Maintains patient records as established by clinic protocol
- Provides appropriate patient education
- Works with the health care team (RNs, MAs, Lab, Patient Reception, and other clinical support staff)
- Provides community education as requested
- Prescribes appropriate medications according to license, any prescribing agreement and DEA licensure

CORE REQUIREMENTS:

- Works collaboratively and respectfully with staff and others—individually and as part of a team—to achieve optimal efficiency, outcomes, and morale
- Interacts in a culturally competent manner with individuals and groups from diverse backgrounds, including but not limited to socioeconomic, race and ethnicity, nationality and religion, both in-clinic and in the community
- Maintains excellent and punctual attendance
- Maintains any required licensure/certification
- Demonstrates commitment to agency mission and goals
- Abides by corporate compliance program, HIPAA regulations and other agency policies and procedures
- Speaks, understands, reads, and writes English sufficiently to carry out all essential duties

REQUIRED QUALIFICATIONS:

- Qualified to make decisions on vaccination recommendations for children and adults with little to no documented vaccine history to catch up on vaccinations, based on CDC recommendations
- Ability to educate patients and patient caregivers about the value of and possible side effects of vaccines, fully recommending compliance with the schedule of vaccines recommended by the Minnesota Department of Health (<https://www.health.state.mn.us/people/immunize/basics/readykidswhento.pdf>).
- Experience providing well-child checks that include all elements of the Minnesota Child and Teen Checkup (<https://www.health.state.mn.us/people/childreneyouth/ctc/index.html>)
- Interest in working in a non-clinical setting providing clinical care
- Available to work at least two events per month. Events will be 3-5 hours long, either on weekends (within 8 am -7 pm) or weekdays (within 1 pm -7:30 pm).
- Flexibility and dedication to mission to serve underserved communities.

NURSE PRACTITIONER

- Current, unencumbered RN License in the state of Minnesota
- Graduation from an accredited Nurse Practitioner or Physician Assistant program

- Current APRN Minnesota Licensure and Certification
- DEA License

PHYSICIAN ASSISTANT

- PA Degree with appropriate PA experience
- Graduation from an accredited PA program
- PA certification and license to practice in Minnesota

PREFERRED QUALIFICATIONS:

- Speaks Spanish
- Clinical work experience as an PA/NP
- Experience charting in the Athena Practice (Centricity) electronic medical record
- Experience working with medical interpreters

Attachments

- Physical and Mental Requirements
- Work Environment