



JOB OPENING ANNOUNCEMENT

DATE: Updated July 2, 2010 (Originally posted 1-15- 2009)

JOB TITLE: **Family Practice ARNP**

REPORTS TO: Clinic Manager

STATUS: Per Diem / Locum

JOB SUMMARY: Jamestown Family Health Clinic seeks a Nurse Practitioner to perform patient assessments, physical exams, identify problems/risk factors, order tests/lab work and review results, perform diagnostic and therapeutic procedures, coordinate care/counseling and referrals with health agencies, promote wellness and maintain patient records. Duties also include sharing night/weekend call schedule, monthly in-home and LTC facility care, possible rounds at Olympic Medical Center or student/health professional supervision, and others as assigned.

MINIMUM REQUIREMENTS: Requires current WA state RN & ARNP license unrestricted to practice in WA state, graduate of accredited school with advanced Nurse Practice (ARNP) degree, board certification in specialty kept current (if newly graduated, certified within 3 years) and BLS & current unrestricted DEA certification. Prefer PALS & ACLS. Candidate should possess age appropriate sensitivity & communication skills and ability to serve patient families through knowledge of life span growth and development principles. American Indian/Alaska Native preference for qualified candidates.

Apply Online: [Application on Line;](#)
Resume/cover letter: jobs@jamestowntribe.org .

Or FAX: 360.683.4005

Mail: Human Resources
1033 Old Blyn Hwy
Sequim, WA. 98382

Call Gene Burwell, Jamestown Family Health Clinic
Manager at: **360.683-5900** for more information.

Open until filled.

NOTICE

This position is covered by the provisions of the Crime Control Act of 1990, Subchapter V - Child Care Worker Employee Background Checks (42 U.S.C. 13041) and the Indian Child Protection and Family Violence Prevention Act of 1990 (25 U.S.C. 3201-3210). As such, each applicant will be required, as a pre-condition to employment, to submit to a 5-year criminal history background check, including fingerprinting. The applicant will be able to obtain a copy of the criminal history report (from the reporting agency) made available to the Tribe and they will have the right to challenge the accuracy and completeness of the information contained in the report.

The grounds for denying employment, based on the results of the back ground check, include the following: any conviction for a sex crime; an offense involving a child victim; a drug felony; or if a person has been found guilty of or entered a plea of guilty or nolo contendere to any federal contact, prostitution or crimes against persons. Each person submitting a resume in response to this announcement will be required to complete an employment application form provided by the Tribe, with detailed information on personal history, education, employment.

Nurse Practitioner
Women's Healthcare Specialist
Jamestown Family Health Clinic
Position Description
Updated September 2008

SALARY RANGE: (Depending on qualifications)

REPORTS TO: Clinic Manager

POSITION SUMMARY AND RESPONSIBILITY

To provide comprehensive health care to patients in collaboration with physicians and other medical staff including medical evaluation, treatment, counseling and referrals.

DUTIES AND RESPONSIBILITIES:

1. Evaluate and implements patient health care needs. Perform routine exams and obtain patient histories. Manage patient treatment program based on assessment of needs. Initiate treatment via prescriptions, diagnostic tests exams and procedures. Review lab results and plan actions according to results. Perform routine health maintenance activities for new and established patients.
2. Coordinate patient care and make referrals to physicians, RNs, psychologists, nutritionists, etc. as needed. Collaborate and communicate with other nurses, physicians and outside agencies regarding patient care. Coordinate patient care and family counseling with public and mental health agencies as appropriate.
3. Teach wellness habits and educate patients on prevention of potential health problems or methods of dealing with present problems. Provide information and materials relating to patient health care needs.
4. Develop education programs for medical and/or nursing students and the general public, upon request.
5. Perform administrative duties such as writing admission and discharge orders, working with office staff regarding patient problems, scheduling, records and the like.
6. Take calls from patients and hospital staff, during nights, weekends, and holidays based on the call schedule and the arrangement in effect at any specific point in time. The call schedule plan and arrangement may be changed periodically (salary adjusted accordingly, call can only be taken if practitioner has the appropriate skill level to assume task).
7. Develop, write and/or update Nurse Practitioner practice protocols as directed by senior staff once a year.
8. Performs other related duties, as assigned.
9. Act as lead care provider among other support staff, such as Nurses, Medical Office Assistants, etc.
10. The collaborating physician and Nurse Practitioner perform all of the above activities within the specific, approved protocols that have been agreed upon.