

# COUNCIL OF ATHABASCAN TRIBAL GOVERNMENTS

## POSITION DESCRIPTION

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**TITLE:** Physician's Assistant - Certified "PA-C"

**INTRODUCTION:** This position is located at the Yukon Flats Health Center in Fort Yukon. The purpose of the position is to provide routine and emergency medical care service to the population of the Yukon Flats Region in cooperation with the other practitioners under the signed protocol of the collaborative physician. The incumbent works under the supervision of the Medical Director.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

- Provides routine and emergency ambulatory and preventive care services during regularly scheduled clinic hours in cooperation with other medical practitioners. These include:
  - ❖ assessment, diagnosis and treatment of routine illnesses (in adults and pediatric patients);
  - ❖ management of chronic health problems;
  - ❖ primary care for trauma cases, including suturing and casting;
  - ❖ emergency care, including starting IV's, establishing adequate airways, and managing CPR and shock;
  - ❖ screening of patients to resolve immediate health problem or to refer the patient to a physician where appropriate, after initiation of needed therapeutic modalities and diagnostic tests and eliciting pertinent physical findings;
  - ❖ provides family planning and counseling services; and,
  - ❖ provides routine physical examinations for work or school.
- Shares responsibility for 24-hour on call availability for emergency care with other practitioners.
- Maintains appropriate, current medical records on all patients seen.
- Performs and interprets routine laboratory tests.
- Performs and makes initial interpretation of extremity and chest X-rays.
- Dispenses pharmaceuticals in accordance with standing orders or by order of precepting physician.
- Participates in YFHC quality assurance activities on a regular basis.
- Maintains patient and confidentiality.
- Refers patients to other providers outside of Fort Yukon. Makes travel arrangements and appointments for these patients.

- Acts as a resource for Health Aides when physician or other medical providers are not available.
- Participates in provider meetings to coordinate care, share information from training courses, and conduct peer review activities.
- Provides training to new Community Health Aides.
- Utilizes RPMS to obtain medical records and other data.
- Reports incidents to law enforcement officials in accordance with State of Alaska law.
- Participates in community activities such as health fairs.
- Provides health education to the community (i.e., visiting classrooms and presenting articles in the CATG Newsletter). Prepares patient education handouts.
- Provides telephone consultation with patients and other providers.
- Participates in Peer review activities.
- On a quarterly basis, reviews RPMS records of patients who are identified as having diabetes, hepatitis, or are pregnant. Coordinates their care and provides follow-up care when appropriate.
- Performs drug and alcohol testing for CATG and selected organizations within the community.
- Makes home visits when there a need to do so.
- Provides counseling to patients and family relating to coping with illnesses and injuries.
- Performs other related duties as assigned.

**QUALIFICATIONS:**

- Education in Accredited Physician's Assistant or Nurse Practitioner program plus two years of medical provider experience.
- Current certification and eligible for license in Alaska as a Physician's Assistant or Nurse Practitioner.
- Active certification in ACLS, PALS, and, if possible, ETT.

- Current DEA registration
- Competence in handling emergencies and emergency equipment.

**SPECIAL WORKING CONDITIONS:**

- Physical demands include: walking, standing, pushing, bending and lifting to help patients to and from vehicles, wheelchairs, stretchers, etc., and moving equipment and medical supplies.
- The work environment includes: common exposure to contagious disease, some degree of risk in working with emotionally disturbed individuals, occasional duties at the scene of major trauma/accident and transport of patient.

**OTHER:**

- Clinical experience in cross cultural setting is preferred.
- Preference will be given to individuals with knowledge of the people and communities of the Yukon Flats region, with previous experience living and working within such a region, and working with tribal service delivery.
- Under the authority of P.L. 93-638, Indian Preference shall be given to the applicant(s) who meet the minimum qualifications.
- Under the Authority of P.L.101-630, a character investigation is required for anyone in a position, which may have contact with children.
- As a Federal contractor, CATG is required to show compliance with the Drug Free Workplace Act of 1988. As a result, CATG has initiated and maintains a Drug and Alcohol Testing Policy, which includes pre-employment and random, anonymous testing thereafter.
- For positions with contact with the general public, an annual Tuberculosis test must be completed or a written waiver must be signed by a licensed health provider.

Title:	Physician's Assistant -Cor Nurse Practitioner
Location:	Fort Yukon, Alaska
Supervision:	Medical Director
Classification:	Full-time W/Benefits
Salary:	DOE
Approved (Initials)	_____
Date:	_____