

UW HEALTH JOB DESCRIPTION

Nurse Practitioner/Physician Assistant Post Graduate Fellow

Job Code: See table below	FLSA Status: Exempt	Mgt. Approval: K. Panther	Date: March 2022
Department: Corp Admin APP		HR Approval: N. Lazaro	Date: March 2022

JOB SUMMARY

The Nurse Practitioner/Physician Assistant Post Graduate Fellow functions within their scope of practice as a healthcare provider, working collaboratively within a multidisciplinary health team, to provide comprehensive care to patients and families across practice settings. They demonstrate a high degree of clinical expertise in working with patients with acute and chronic illnesses commonly encountered within the clinical specialty and practice setting. They are responsible for assessment, diagnosis, treatment, management, education, health promotion and care coordination for patients and families with acute and chronic health needs. The Nurse Practitioner/Physician Assistant Post Graduate Fellow demonstrates an advanced level of medical/nursing clinical knowledge, communication and interdisciplinary collaboration, professionalism, and systems-based practice. They work with administrative, nursing, physician, and other staff to assure safe, effective, quality patient care and to promote UW Health's educational and research missions.

The Nurse Practitioner/Physician Assistant Post Graduate Fellow will be responsible for attending additional didactic training within the area of clinical specialty. They are responsible for participating in regular professional development content and training. They are also responsible for completing evaluations as well as regular meetings with an assigned departmental mentor related to their area of clinical specialty and practice setting.

The Nurse Practitioner/Physician Assistant Post Graduate Fellow will provide care within their scope of practice as outlined by applicable state law, licensing, regulations, institutional policy, privileges, and practice agreements.

For practices located at UW Hospital and Clinics, the Nurse Practitioner/Physician Assistant Post Graduate Fellow is eligible to begin practice after they are credentialed and privileged by the University of Wisconsin Hospital and Clinics Medical Staff. Active hospital privileges will be required and reviewed on a bi-annual basis to maintain employment within their Department.

For all other non-UWMF and non-UWHC locations, the Nurse Practitioner/Physician Assistant Post Graduate Fellow will need to be credentialed and obtain and maintain professional privileges required for employment within their Department.

MAJOR RESPONSIBILITIES

Clinical Knowledge

1. Demonstrates knowledge of etiologies, risk factors, pathophysiology, presentation and epidemiology of medical conditions.
2. Performs history and physical assessments of patients that are accurate, complete, concise, relevant and appropriate for age, gender and clinical problem.
3. Orders appropriate diagnostic studies and correctly interprets the results.
4. Utilizes critical thinking to synthesize and analyze collected data.
5. Develops, implements, evaluates and alters the plan of care as needed.
6. Manages general medical and surgical conditions based on knowledge of the indications, contraindications, side effects, interactions and adverse reactions of pharmacologic agents and other relevant treatment modalities.
7. Counsels and educates patients and families.
8. Demonstrates proficiency in procedural skills pertinent to practice area.
9. Maintains accurate, complete, concise and timely documentation in the electronic medical record.

Patient Care

1. Provides care that is patient and family centered, compassionate, appropriate and effective for the promotion of health, prevention of illness and treatment of disease throughout the lifespan.
2. Facilitates consistent, coordinated care and clear communication among all members of the healthcare team.
3. Incorporates the patient and family in care planning and treatment across settings.
4. Serves as an advocate for patients and families in navigating the health care system.

Practice Based Learning and Clinical Improvement

1. Demonstrates insight into own strengths, limitations and knowledge deficits.
2. Demonstrates initiative to meet identified learning needs using multiple resources.
3. Actively participates in self-evaluation by seeking and utilizing guidance and constructive feedback in a professional manner.
4. Continuously seeks opportunities for clinical advancement and knowledge and skill attainment.

Communication and Interdisciplinary Collaboration

1. Communicates and collaborates effectively with physicians, other health professionals and health related agencies.
2. Works effectively with multidisciplinary team members.
3. Promotes mutual respect and trust working within a team model.
4. Communicates effectively with patients and families, incorporating gender, age, culture, race, religion, disabilities and sexual orientation.

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Professionalism

1. Follows ethical principles regarding patient confidentiality, informed consent and unanticipated adverse outcomes.
2. Demonstrates the highest level of accountability for professional practice.
3. Participates in education of students and other health care professionals.
4. Maintains effectiveness where circumstances and priorities are changing. Is flexible, resilient and change oriented.
5. Welcomes and participates in opportunities to advance the mission of UW Health through service, scholarship, science and social responsibility.
6. Participates in organizational and departmental meetings, educational opportunities, committees and workgroups as necessary.

Systems Based Practice

1. Considers cost effectiveness and risk/benefit analysis when making decisions about patient care.
2. Uses evidenced-based medicine to systematically analyze and improve patient care practices.
3. Participates in quality initiative/performance activities.
4. Participates in development, evaluates and implements standards of care within area of specialization (policies, protocols, etc).

Roles and responsibilities specific to area of clinical practice are determined within the Department and may include outpatient, inpatient and procedural responsibilities.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	If Nurse Practitioner: <ul style="list-style-type: none"> • Master's or Doctorate's degree from accredited Nursing Program If Physician Assistant: <ul style="list-style-type: none"> • Bachelor's or Master's degree from accredited PA Program
	Preferred	
Work Experience	Minimum	
	Preferred	
Licenses & Certifications	Minimum	If Nurse Practitioner*: <ul style="list-style-type: none"> • Active RN and APRN certifications and licenses, including prescriptive authority, in state(s) of practice AND • Active board certification as a NP in area of clinical practice. These may include the following: Adult; Adult/Gerontology Acute Care; Adult/Gerontology Primary Care; Emergency; Family; Gerontology; Neonatal; Pediatric Acute Care; Pediatric Primary Care; Psychiatric-Mental Health; or Women's Health If Physician Assistant*: <ul style="list-style-type: none"> • Active PA license, including prescriptive authority, in state(s) of practice AND • Active PA board certification All Nurse Practitioner and Physician Assistant applicants must have*: Active DEA license or ability to apply for such license prior to or upon hire
	Preferred	*Active license or eligibility to obtain active licensure in state of practice. This may include licensing in Wisconsin and other state(s) of practice.
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Ability to exercise independent judgment to develop, implement, and monitor nursing care practices to ensure quality care and cost-effective service • Exceptional analytical skills to resolve complex patient care problems, administrative matters, and research issues • Excellent verbal and written communication skills • Strong interpersonal skills; ability to work effectively as part of a team in a collaborative environment • Professional demeanor • Ability to prioritize tasks effectively

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

Infants (Birth – 11 months)	Adolescent (13 – 19 years)
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Toddlers (1 – 3 years)	Young Adult (20 – 40 years)
Preschool (4 – 5 years)	Middle Adult (41 – 65 years)
School Age (6 – 12 years)	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
X Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:			

JOB TITLE LIST

Job Code	Job Title
820038	Nurse Practitioner Post Graduate Fellow
820039	Physician Assistant Post Graduate Fellow

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.