



**Today's Date:** December 11, 2024

**Job Listing:** Advanced Registered Nurse Practitioner, Family Nurse Practitioner (FNP), Ottumwa, Iowa (FULL TIME)

**Position Summary:** The Advanced Nurse Practitioner supports the goals, philosophy and objectives of River Hills Community Health Center. The Nurse Practitioner works in collaboration the care team and with other RHCHC providers within the approved protocols and guidelines to provide comprehensive primary health care to individuals and families in all aspects and developmental stages of life. This includes the assessment, diagnosis, treatment, and management of health problems and the promotion of optimal health and the prevention of illness and injury. The Nurse Practitioner must consistently act within the scope of nursing practice and the role of the nurse practitioner as identified in the rules governing the advanced practice aspects of nursing found in 655 IAC Chapter 7.

### **Delivery of Medical Care**

1. Obtains and documents a relevant health and medical history.
2. Maintains medical records and reports in accordance with RHCHC policies and procedures.
3. Performs a physical examination based on age and history.
4. Conducts preventative screening procedures based on age and history.
5. Identifies medical and health risks and needs.
6. Formulates the appropriate differential diagnosis based on the history, physical examination, and clinical findings.
7. Identifies needs of the individual, family or community as a result of the evaluation of the collected data
8. Orders and/or performs pertinent diagnostic tests and analyzes collected data.
9. Monitors patient conditions, lab values, and results of diagnostic procedures
10. Identifies and prescribes appropriate pharmacological and non-pharmacological therapies.
11. Exercises independent judgment
12. Works cooperatively with other professional and paraprofessional staff members
13. Delegates responsibilities to subordinate direct care staff commensurate with their skills and experience.
14. Consults with a physician, or other providers, as indicated.
15. Develops a patient education plan as needed.
16. Make appropriate referrals to other health professionals and community agencies.

17. Promotes self-care and achievement of goals through health education to patients and families, ongoing care coordination, and assuring timely access to the care team.
18. Determines the effectiveness of the plan of care through documentation of patient care outcomes in the patient medical record, reassesses and modifies the plan as necessary to achieve medical and health goals.
19. Provides appropriate response to life-threatening emergency situations.

### **Management of Quality of Medical Care**

1. Participates in the development of a quality improvement system incorporating process and quality outcome indicators.
2. Participates in development and maintenance of medical care protocols and procedures.
3. Participates in quality improvement studies.
4. Contributes to development and maintenance of protocols for the telephone triage system.
5. Contributes to the development of a continuing medical education policy.
6. Participates in review of patient satisfaction surveys and in resolving patient complaints.

### **Operational Efficiency of Organization**

1. Participates in utilization management and risk management activities.
2. Supports diagnostic and E&M coding accuracy, adherence with the corporate compliance plan, attainment of productivity targets, and claims preparation for third party reimbursement.
3. Maintains confidentiality and privacy in accordance with RHCHC policies and procedures and HIPAA guidelines.
4. Complies with Corporate Compliance Program policies and code of conduct, and all laws, rules and regulations relating to the position. Has a duty to report any suspected violations of the law or the standards of conduct to his/her immediate supervisor, the HR Director, or the Compliance Officer.

### **Administrative Activities**

1. Participates in quality improvement review activities on a periodic basis, including systematic review of records and treatment plans.
2. Develops guidelines for practice in collaboration with physicians.
3. Participates in research activities when indicated.
4. Provides education to staff and/or health professional students.
5. Participates in strategic planning process for RHCHC.
6. Participates in development of health care plan to support grant applications.
7. Participates in recruiting providers.
8. Attends Providers Meeting and practice management meetings.
9. Participates in the development of the medical expense budget and supports delivery of services within budgetary guidelines.
10. Participates in information system planning.
11. Assists in development of clinical staffing plans.
12. Consistently follows all RHCHC policies and procedures.
13. Complies with Corporate Compliance Program policies and code of conduct, and all laws, rules and regulations relating to the position. Has a duty to report any

suspected violations of the law or the standards of conduct to his/her immediate supervisor, the HR Director, or the Compliance Officer.

### **Community Outreach**

May participate in community activities that support the mission of RHCHC

### **Other Duties as Assigned**

#### **JOB ACCOUNTABILITIES:**

1. Assumes responsibility for quality of medical services rendered to patients.
2. Provides professional perspective and direction in development of the healthcare plan and strategic plan for RHCHC.
3. Collaborates in ensuring the viability of the organization through the development of the annual budget, adherence with budgetary guidelines, and attainment of productivity targets.
4. Contributes insight to assure alliance of organizational mission with needs of medically underserved community.
5. Delivers direct patient care services to ambulatory patients.

#### **MINIMUM QUALIFICATIONS:**

##### **Education:**

1. Graduation from an Iowa Board of Nursing approved advanced practice master's program or completion of a formal advanced practice education program.
2. An advanced level certification by a national professional nursing certifying body, recognized by the Iowa Board of Nursing.

##### **Knowledge, Skills and Abilities:**

1. Current and active licensure as a Registered Nurse and current and active ARNP registration in the State of Iowa is required.
2. Maintains Nursing CEUs as required for continued active registration.
3. Possess a current Iowa Controlled Substances Act Certificate of Registration.
4. Possess a current United States Department of Justice, Drug Enforcement Administration Controlled Substance Registration Certificate.
5. Demonstrated professional commitment to providing services to medically underserved persons.
6. Ability to communicate effectively both orally and in writing.
7. Computer literate in electronic mail and word processing.
8. Certification in BLS.

##### **Physical Requirements:**

1. Ability to walk, bend, kneel, stoop and lift 25 pounds without assistance.
2. Manual dexterity which allows thorough physical examination of patient through palpation.
3. Hearing which allows for adequate auscultation during physical examination of patient.

4. Visual acuity which allows for thorough inspection during physical examination of patient.

**Hours:** 40 hours per week. Monday-Friday, daytime schedule. All scheduling is subject to change based on clinic needs. Reasonable flexible schedules will be considered.

**Supervisor:** Family Practice Medical Director

**Deadline:** Position will remain open until a pool of qualified applicants is received.

Submit cover letter, resume' and three references to [recruiting@riverhillshealth.org](mailto:recruiting@riverhillshealth.org)

**Or, mail to:**

River Hills CHC  
PO Box 458  
Ottumwa, Iowa 52501

River Hills CHC offers a competitive wage and full benefit package.