

Human Resources
750 S. Wolcott
Room: G-50
Chicago, IL 60612



Job Code: 1816
Grade: 22

Standard Job Description

Job Title
Physician Assistant I

Department
Med/Surg – Physician Support

Job Summary

The Cermak Health Care of Cook County (CERMAK) provides healthcare to the detainees at the Cook County Department of Corrections. Under the direction of Chair of the Department of Correctional Health, Medical Director at Cermak, the Physician Assistant I will primarily perform diagnostic and therapeutic procedures that are deemed appropriate to the normal scope and characteristics of the supervising physician and in compliance with the Illinois Physician Assistant Practice Act. May perform other job related duties as assigned.

Typical Duties

- Provides and manages direct patient care
- Conducts patient's health needs assessments
- Obtains comprehensive history and performs detailed physical examinations to determine accurate diagnosis
- Orders appropriate diagnostic tests or lab work necessary, i.e. x-ray, magnetic resonance imaging (MRI), complete blood count (CBC), etc.
- Informs and effectively communicates with patient test results and/or diagnosis
- Identifies and communicates with supervisor any patient care issues; offers research guided recommendations for improvement initiatives if applicable
- Develops and implements patient management plans in providing continuity of care
- Performs procedures, treatments, and other subspecialty dependent modalities within the scope of the supervising physician to improve patient outcomes
- Adheres to quality and patient safety standards set forth by CCHHS
- Adheres to infection control policies and protocols, i.e. hand hygiene
- Prescribes and dispenses medications utilizing best practices
- Complies with federal, state and local legal and professional requirements.
- Maintains professional licensing requirements and technical knowledge through continued educational programs and workshops supporting emerging healthcare trends

Reporting Relationships

Reports to the Chair of the Department of Correctional Health, Medical Director at Cermak

Minimum Qualifications

- Graduate of an Accreditation Review Commission (ARC) Physician Assistant program
- Valid Physician Assistant license in the State of Illinois or have the ability to obtain license prior to starting employment
- Board Certified by the National Commission on Certification of Physician Assistants (NCCPA)

Minimum Qualifications continued

- Valid Illinois Controlled Substances License (ILCS) or the ability to obtain license prior to starting employment
- Valid licensure with the Federal DEA or the ability to obtain license prior to starting employment

Preferred Qualifications

- Valid Advanced Cardiovascular Life Support (ACLS) certification
- Valid Basic Life Support (BLS) certification

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of proper hand hygiene and hand washing techniques
- Knowledge of infectious control policies and procedures
- Thorough knowledge of Physician Assistant practices and principles and the ability to apply them in a clinical setting.
- Excellent Physician Assistant clinical and technical skills
- Knowledge and skill to perform mathematical accuracy in measuring and dispensing medication
- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Strong customer service and empathy skills
- Demonstrates good computer and typing skills
- Demonstrate good phone and email etiquette skills with strong response times
- Demonstrate analytical and organizational, problem-solving, critical thinking, and conflict management/resolution skills
- Demonstrate attention to detail, accuracy and precision
- Ability to effectively communicate while maintaining HIPPA for PHI
- Ability to multi-task and meet deadlines in a fast paced and stressful environment
- Ability to adhere to department policies and standards utilizing best practices
- Ability to maintain a professional demeanor and composure when challenged
- Ability to function autonomously and as part of a multidisciplinary team
- Ability to see and hear clearly (including with correction)
- Ability to tolerate exposure to unpleasant noise, odor and temperature

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

