

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



Job Code: 3990
Grade: FF
FLSA: Exempt

Standard Job Description

Job Title
APN-Nurse Practitioner

Department
General Medicine/Geriatric

Job Summary

The APN-Nurse Practitioner (APN) is an independent advanced practice nurse by license and training. The NP will provide comprehensive care to older adult patients. The APN collaborates with the interdisciplinary team to provide quality geriatric care for patients, their families and caregivers in the outpatient and possibly inpatient settings.

Typical Duties

- Provides independent care for a selected population of patients as delineated in the collaboration agreement
- Interviews patients to obtain a comprehensive health history
- Performs physical, psychosocial spiritual and cultural assessment
- Orders, performs, interprets, and implements appropriate action for laboratory or other diagnostic test
- Performs clinical procedures as delegated
- Prescribes medications, diet, supplies and other health aid as described in the collaborative agreement
- Obtains informed consent for all approved procedures
- Provides ongoing care and management of health problems, maintenance and prevention
- Provides patient/family education
- Documents all care provided and/or procedures performed in the medical record

Health Promotion and Safety

- Advocates to older adults and their caregivers interventions and behaviors that promote physical and mental health, nutrition, function, safety, social interactions, independence, and quality of life.
- Assesses specific risks and barriers to older adult safety, including falls, elder mistreatment, and other risks in community, home, and care environments.
- Recognizes the principles and practices of safe, appropriate, and effective medication use in older adults.

Evaluation and Assessment

- Applies knowledge of the biological, physical, cognitive, psychological, and social changes commonly associated with aging.
- Chooses, administers, and interprets a validated and reliable tool/instrument appropriate for use with a given older adult to assess: a) cognition, b) mood, c) physical function, d) nutrition, and e) pain.
- Develops verbal and nonverbal communication strategies to overcome potential sensory, language, and cognitive limitations in older adults.

Typical Duties continued

Care Planning and Coordination Across the Care Spectrum (Including End-of-Life Care)

- Develops treatment plans based on best evidence and on person-centered and directed care goals.
- Evaluates clinical situations where standard treatment recommendations, based on best evidence, should be modified with regard to older adults' preferences and treatment/care goals, life expectancy, co-morbid conditions, and/or functional status.
- Develops advanced care plans based on older adults' preferences and treatment/care goals, and their physical, psychological, social, and spiritual needs.
- Recognizes the need for continuity of treatment and communication across the spectrum of services and during transitions between care settings, utilizing information technology where appropriate and available.

Interdisciplinary and Team Care

- Distinguishes among, refers to, and/or consults with any of the multiple healthcare professionals who work with older adults, to achieve positive outcomes.
- Communicates and collaborates with older adults, their caregivers, healthcare professionals, and direct-care workers to incorporate discipline-specific information into overall team care planning and implementation.

Caregiver Support

- Assesses caregiver knowledge and expectations of the impact of advanced age and disease on health needs, risks, and the unique manifestations and treatment of health conditions.
- Assists caregivers to identify, access, and utilize specialized products, professional services, and support groups that can assist with care-giving responsibilities and reduce caregiver burden.
- Evaluates the continued appropriateness of care plans and services based on older adults' and caregivers' changes in age, health status, and function; assists caregivers in altering plans and actions as needed.

Healthcare Systems and Benefits

- Serves as an advocate for older adults and caregivers within various healthcare systems and settings.

Reporting Relationships

Reports to the Chair of the Division of General Medicine

Minimum Qualifications

- Valid license as a Registered Professional Nurse in the State of Illinois
- Advanced Practice Nurse-Nurse Practitioner in the State of Illinois
- Current Illinois licensure for Prescriptive Authority or eligible
- Master's Degree in Nursing from an accredited school of nursing
- Certification by a nationally recognized body as designated by the rules and regulations of the Nurse Practice Act

Preferred Qualifications

- Bilingual English/Spanish or English/Polish
- Experience with geriatric populations (adult patients over 65)

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge in a specialized area of clinical nursing
- Working knowledge of adult populations with chronic medical diseases
- Excellent verbal and written communication skills to work with all levels of individuals internally and externally
- Strong customer service and empathy skills
- Demonstrate communication skills to lead and teach
- 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 resolution skills
- Demonstrate attention to detail, accuracy, and precision
- Ability to work with patients and co-workers of diverse backgrounds
- Ability to interpret complex organizational systems
- Ability to prioritize, plan, and organize projects and tasks
- Ability to work flexible hours, and may include evenings and/or weekends according to the needs of the clinic

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.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.

Approval:

Sharon Irons, MD

Sharon Irons

Attending Physician Senior VIII-SC

1/24/2017

Date

Approval:

Gladys Lopez
Chief of Human Resources

Date