Job Title
APN-Nurse Practitioner

Department
Orthopedics

Job Summary
The APN-Nurse Practitioner provides high quality care to a diverse Orthopedic Surgery patient population. Assists the collaborating surgeons in the management of inpatients and outpatients and performs diagnostic and therapeutic procedures. Performs all duties with the legal guidelines of the Nurse Practice Act and Cook County Health and Hospitals (CCHHS) system policies.

This position is exempt from Career Service under the CCHHS Personnel Rules.

Typical Duties
- Provides and manages patient care for orthopedic surgery patients as part of a multidisciplinary health care delivery team.
- Provides independent preoperative physical assessment, preoperative history and physical and medication reconciliation, coordination of patient care and patient management for a variety of orthopedic surgery indications.
- Orders and interprets diagnostic tests to differentiate between normal variations and abnormal deviations; refers patient abnormal results to consult with a physician.
- Performs diagnostic and therapeutic procedures as delegated including joint injections and aspirations, molding, splinting, and casting.
- Identifies and communicates with supervisor any patient care issues; offers research guided recommendations for improvement initiatives if applicable.
- Performs primary postoperative care in an orthopedic outpatient independent clinic.
- Performs procedures, treatments, and other subspecialty dependent modalities within the scope of the collaborating MD to improve patient outcomes.
- Examines and redresses surgical incisions and wounds.
- Adheres to quality and patient safety standards set forth by CCHHS.
- Prescribes and dispenses medications utilizing best practices.
- Develops nursing and technical skills to further contribute to the total care of the patient.
- Organizes transition between inpatient and outpatient care.
- Manages team schedule and coordinates with Operating Room (OR), Attendings and Residents as a patient liaison.
- Complies with federal, state, and local legal and professional requirements.
- Performs and documents in the Emergency Medical Record (EMR) inpatient history and physical, progress notes, consultations and discharge summaries.
- Assists in the OR after appropriate mentoring and training.
- Completes EMR documentation for meaningful use as needed.

Reporting Relationships
Reports to the Chair of the Division of Orthopedic Surgery
Minimum Qualifications

- Licensed as a Registered Professional Nurse in the State of Illinois
- Licensed as an Advanced Practice Nurse-Nurse Practitioner in the State of Illinois
- Current Illinois Practice Act Prescriptive Authority
- 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
- Two (2) years of full-time nursing experience in an ambulatory setting providing care for adult patients
- Previous full-time nursing work experience in a specialized clinical nursing area
- Active Cardiopulmonary Resuscitation (CPR) Certification

Preferred Qualifications

- Bilingual English/Spanish

Knowledge, Skills, Abilities and Other Characteristics

- Working knowledge of electronic medical record database.
- Sufficient organizational skills to manage diverse group of complex patients.
- Excellent interpersonal skills to establish and maintain appropriate professional relationships with patients, members of the health care team, and other personnel.
- Strong written and verbal communication.
- Ability to assess information, apply critical thinking to determine course of action, and relay this information to patients, families, and clinical staff.
- Ability to demonstrate respect and sensitivity for cultural diversity, patients and coworkers of all sexual orientations and gender identities.
- Ability to effectively communicate while maintaining Health Insurance Portability and Accountability Act (HIPPA) for Protected Health Information (PHI).
- 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.

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: ___________________________ 6-3-11  
Richard R. Keen  
Medical Department Chair Surgery

Approval: ___________________________  
Gladys Lopez  
Chief of Human Resources

Job Code: 1941  
Initials: RK