

COOK COUNTY HEALTH
& HOSPITALS SYSTEM



Human Resources
749 S. Winchester
Room: G-50
Chicago, IL 60612

Job Code: 3990
Grade: FF

Job Title

Department

Advanced Practice Nurse-Nurse Practitioner
(Plastic Surgery)

Division of Plastic Surgery

Job Summary

Under the administrative supervision of the Division Chief of Plastics and the clinical supervision of an Attending Physician, provides exceptional care to a diverse Plastic Surgery patient population. Assists the supervising surgeon 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 System policies

Typical Duties

- Works collaboratively with physicians, fellows/residents, nurses and other allied health staff to provide all phases of high quality patient care for adult and some pediatric plastic surgery patients and hand surgery patients.
- Provides independent preoperative physical assessment, coordination of patient care and patient management for a variety of plastic surgery indications
- Orders and interprets diagnostic tests to differentiate between normal variations and abnormal deviations; refers patients with abnormal results to consult with a physician
- Performs diagnostic and therapeutic procedures as delegated; performs simple surgical procedures
- Utilizes techniques such as observation inspection, auscultation, palpation and percussion when performing basic physical assessments
- Manages breast reconstructive surgeries, flaps, skin grafts and facial fractures
- Performs primary postoperative care in a plastic outpatient independent clinic
- Prescribes and dispenses of legal drugs and controlled substances as delegated
- Examines and redresses surgical incisions and wounds
- Assesses, diagnoses and treats pediatric and adult patients with burn injuries
- Acts as a liaison between patient, staff and allied health physicians
- Utilizes diagnostic and health managements skills to educate patients and their families regarding procedural outcomes and expectations
- Performs extensive patient education and consultation throughout the continuum of care
- Develops nursing and technical skills to further contribute to the total care of the patient

Reporting Relationships

Reports to the Division Chief of Plastic Surgery and the Director of APN Services for Quality and Practice Issues

Minimum Qualifications

- Licensed as an Advanced Practice Nurse –Nurse Practitioner (APN-NP) in the State of Illinois
- Master's Degree in Nursing
- Must be certified by a nationally recognized body as designated by the rules and regulations of the Nurse Practice Act
- Current APN Controlled Substance license in the State of Illinois
- One (1) year of experience in an ambulatory care setting as a Certified Nurse Practitioner
- First Assist with procedures experience
- Active Drug Enforcement Agency (DEA) number
- Must be CPR certified
- Must be available for on-call to come into the hospital for consults, inpatient rounds and surgery as needed by the division of plastic surgery.
- Must be available for all shifts.

Knowledge, Skills, Abilities and Other Characteristics

- Working knowledge of using a ophthalmoscope, stethoscope, vaginal speculum, tonometer, tuning fork and percussion hammer
- Knowledge and skill to perform mathematical accuracy in measuring and dispensing medication
- Excellent listening, verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Exceptional interpersonal skills to establish and maintain effective relationships with patients, physicians and management, etc
- Strong customer service and empathy skills
- Demonstrate the ability to manage acute pre/post-operative surgical operative procedures
- 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 train by presenting concepts and demonstrating tasks
- Ability to see and hear clearly (including with correction)
- Ability to tolerate exposure to unpleasant noise, odor and temperature
- Demonstrate attention to detail, accuracy and precision

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: RICHARD R. KEEN, MD – CHAIR, DEPT. OF SURGERY _____
[Legibly Print Name & Title of Person Approving the JD] Date

Approval:  _____
[Signature of Person Approving the JD] Date

Approval: _____
Gladys Lopez Date
Chief of Human Resources