



Job Code: 9198

Grade: FF

HCWR: N

Job Title

APN-Nurse Practitioner, Bilingual

Department

Ambulatory & Community Health Network

Job Summary

The Advanced Practice Nurse - Nurse Practitioner, Bilingual (NP) is an independent advanced practice nurse by license and training. The NP will provide direct patient care in collaboration with a Physician. The NP will see patients from infants to adults inclusive of obstetrics and gynecology. NPs support the ambulatory practice enterprise by performing in the following manner: . Direct Care: The NP provides ongoing primary care to a defined panel of adults, pediatrics, and women's health patients in collaboration with Attending Physician. Participants in Patient Centered Medicine Home - team-based model of care. . Preventative Services: The NP will participate in facilitating health maintenance and wellness through preventative screening and education as directed by clinic Physicians. . Patient Education: The NP will participate in updating and upgrading patient education materials as directed. The NP shall possess the ability and/or experience to facilitate patient education sessions for patient with common conditions. . Quality Improvement: The NP will focus on improving an outpatient Healthcare Effectiveness Data and Information Set (HEDIS) metric to improve health care delivery model. This may include conducting a patient self-management class. . Tracking: The NP will track, monitor, and address abnormal diagnostic test and critical labs . Other duties: As assigned

Typical Duties

- Provides independent care for a population of patients as delineated in the collaborative agreement
- Interviews patient 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 tests
- Performs clinical procedures as delegated
- Prescribes medication, diet supplies and other health aids as described in the collaborative agreement
- Obtains informed consent for all approved procedures performed
- Provides ongoing care and management of health problems, maintenance prevention
- Provides patient/family education
- Documents all care provided and/or procedures performed in the medical record
- Collaborates with the health care team to provide quality care
- Consults with physician on questionable cases or as designated in the collaborative agreement
- Requests appropriate referrals and consultations
- Consults with physician or pharmacist regarding prescribing the medication regime
- Participates in the interdisciplinary patient care conferences
- Establishes and maintains effective communication
- Evaluates the effectiveness of patient care
- Assists in the development of patient education material



Typical Duties

- Participate in quality improvement initiatives
- Contributes to the body of knowledge by active involvement in research activities
- Integrates research findings into specialty practice and teaching
- Participates in or coordinates research projects and quality initiatives
- Promotes understanding of research projects and/or findings for nursing staff and peers
- Promotes lifelong learning and leadership
- Participates in academic programs
- Participates in interdisciplinary staff development
- Serves as a preceptor to new staff and Nurse Practitioner students
- Maintains professional development within the advanced practice role
- Participates in committees/task forces
- Utilizes resources in an efficient manner
- Travels to CCH work sites to provide patient care.

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 or the ability to obtain prior to starting employment
- Master's degree or higher in Nursing from an accredited college or university
- Current DEA license or the ability to obtain license within six (6) months of hire
- Current Illinois Controlled Substance License or the ability to obtain license within (6) months of hire
- One (1) year of experience as a Primary Care Provider delivering primary care or completion of a Cook County Health Residency Program prior to starting employment
- Must be able to travel to CCH work sites to provide patient care.
- Valid Basic Life Support (BLS) certification from the American Heart Association
- Bilingual

Preferred Qualifications

- Two (2) years of experience as a Primary Care Provider delivering primary care
- Completion of a one (1) year APRN fellowship in same discipline
- Valid Advanced Cardiovascular Life Support (ACLS) certification

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of electronic medical record database
- Knowledge of Microsoft Office Suite (Word, Excel, PowerPoint, Access)
- Excellent verbal and written communication skills to work with all levels of individuals internally and externally
- Demonstrate communication skills to lead and teach
- Ability to work with patients and co-workers of diverse background
- Strong customer service and empathy skills
- Demonstrates good computer and typing skills
- Demonstrate good phone and email etiquette skills with strong response times



Knowledge, Skills, Abilities and Other Characteristics

- Demonstrate analytical and organizational, problem-solving, critical thinking, and conflict resolution skills
- Ability to effectively communicate while maintaining HIPPA for Protected Health Information (PHI)
- Ability to interpret complex organizational systems
- Ability to prioritize, plan, and organize projects and tasks
- Ability to see and hear clearly (including with correction)
- Ability to tolerate exposure to unpleasant noise, odor and temperature
- Ability to work flexible hours, and may include evenings and/or weekends according to the needs of the clinic
- Demonstrate attention to detail, accuracy, and precision
- Demonstrate physical, mental and muscular coordination
- This position requires various types of physical exertion with the use of hands, legs, and fingers including but not limited to lifting, pushing, pulling, prolonged standing/walking, operating any equipment and other devices or moving light to moderate weight

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.