



KODIAK AREA NATIVE ASSOCIATION

Family Nurse Practitioner / Physician Assistant

Full Time/Eligible for Full Benefits Package

Salary/Exempt

Reports To: Clinical Director

Summary: Provide patient and family focused medical care in the outpatient setting, consistent with the highest recognized standards of clinical medicine.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Quality-team based care with the focus on the patient, family, and community.

Provide healthcare to infants, children, adolescents, adults and geriatric patients in the outpatient setting.

Perform routine general medical and specialized duties that fall within a Nurse Practitioner's or Physician Assistant's technical and educational expertise to Alaska Natives and other Beneficiaries of KANA, as well as other patient populations served by KANA at any designated clinic site.

Travel to remote village communities for monthly multi-day visits to provide care to the residents of those communities within the village clinic setting.

Consult a supervising or designated physician when any unfamiliar, uncommon, or unstable conditions arise.

Remain current in improvements in the field of medicine and strive to incorporate those improvements into the program when appropriate, maintaining licensure and other credentials as required.

Participate as an integral member of the health division in the provision of medical services by collaborating with other health professionals to provide the KANA patient complete and comprehensive care.

Follow established protocols for patient referrals within and outside the Alaska Tribal Health system.

Actively participate and embrace KANA's quality improvement activities.

Monitor and share necessary information to facilitate risk prevention activities with management. Participate in peer review sessions with other providers.

Service

Continually strive to improve the patient experience and quality of care by focusing on key leverage points of access, continuity, team based care, clinical information systems, patient self-management, and community engagement.

Represent KANA in a positive and respectful manner assisting in the promotion and maintenance of good public relations among staff, community groups, and professional organizations.

Communicate effectively with patients, colleagues, and community partners.

Practice meaningful customer service addressing patient and staff needs courteously and promptly.

Promote and maintain professional staff relationships.

Provide clinical supervision to Community Health Aides as assigned.

Stewardship

Focus on the economic aspects of our practice.

Participate in and support group decisions and goals.

Correctly document entries and maintain patient charts as outlined in the KANA Medical Clinic policies and procedures.

Coordinate and participate in community outreach programs, serve on KANA committees, and prepare reports or other documentation as directed.

Accurately and promptly provide coding, billing or other financial information to KANA billing and Finance staff and follow up insurance pre-authorizations as required or when requested.

Work with Purchased and Referred Care services to prioritize medical needs of patients; work within the budget to ensure financial stability.

Supervisory Responsibilities This position may assist in the clinical supervision of medical students, residents, and Community Health Aide clinical practice.

Minimum Qualifications

Graduate of an accredited NP or PA program. Current Certification by the American Academy of Nurse Practitioners or American Nurse Credentialing Center, (NP) or current Certification by the National Commission of Physician's Assistants. Post training clinical experience in specialty preferred. Current Alaska license or ability to obtain license upon hire. Basic Life Support (BLS) certification is required. ACLS, NRP, ATLS, ALSO and PALS as required for specialty.

Physician Assistants must have collaborating agreement with current member of KANA medical staff.

Must successfully pass the Indian Child Protection and Family Violence Prevention (ICPA) background check.

Knowledge of Database software; Internet software; Spreadsheet software, and Word Processing software. Must have the computer skills needed to access and document in computerized medical records.

Ability to travel to remote communities by small plane.

KANA is an Equal Opportunity Employment (EOE) employer exercising Native preference in accordance with P.L. 93.638

To learn more or to submit an application, visit <http://kodiakhealthcare.org/>.

Please contact the KANA Human Resources office at careers@kodiakhealthcare.org with any questions.