

Bee Busy Wellness Center -Job Description

Job Description: Mid-Level Provider
Responsible To: Medical Director

Position Summary: Operating in concert with and under the direction of a licensed physician, the mid level provider performs a broad range of medical services, including, but not limited to the following: physical examinations and preventive health measures within prescribed guidelines and instructions of physician Written and Progress, History and Physical, discharge notes, and medical orders will be reviewed and signed as directed in The Center's Bylaws.

Licensure and Credentials:

1. Current unrestricted RN licensure and current unrestricted Nurse Practitioner Certification in the State of Texas required.
2. Certification in Basic Cardiac Life Support (BCLS) required.
3. A furnishing number is issued by the Board of Registered Nursing (BRN) and is required to furnish medications. A Nurse Practitioner with six months or more experience shall have a current furnishing number prior to hire.
4. Current DEA number from the United States Drug Enforcement Administration for schedule II-V controlled substances. A Nurse Practitioner with six months or more experience shall have a DEA number within six months of hire date.
5. Texas DPS and DEA registrations.
6. Medicare and Medicaid provider numbers.

Significant Duties and Functions

- Evaluates and treats patients with acute and chronic complaints related to specialty, according to written standardized procedures.
- Obtains complete histories and performs pertinent physical exams with assessment of normal and abnormal findings on new patients according to written standardized procedures.
- Obtains interval histories and performs pertinent examinations on return patients.
- Performs or requests and evaluates diagnostic studies as indicated upon evaluation of the patient according to written standardized procedures.
- Orders and furnishes medications according to written standardized procedures and acquires counter-signature on prescriptions from the supervising physician for medications not included in the approved formulary.
- Performs designated procedures after demonstrated competency and according to written standardized procedures, where applicable.
- Initiates arrangements for hospital admissions and discharges and completes appropriate paperwork.
- As directed by the CMO, enrolls patients in investigational studies approved by the Investigational Review Board (IRB), and orders the necessary tests and medications. Medications that are not FDA-approved or are used for a non-FDA approved indication (off-label use) require a patient-specific order in advance from the CMO.
- Recognizes and considers age-specific needs of patients.

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- Actively communicates and interacts with patients, families, staff and members of the community from diverse backgrounds.
- Recognizes situations which require the immediate attention of a physician, and initiates life-saving procedures when necessary.
- Participate in team meetings
- Attend mandated trainings and conferences
- Follow infection disease control Policies and Procedures
- Maintains client confidentiality and adherence to HIPAA requirements at all times
- All other duties as required