



**LAC COURTE OREILLES  
COMMUNITY HEALTH CENTER**  
13380 W Trepania Road • Hayward, Wisconsin 54843-2186

**Telephone: 715-638-5100**  
**Administration Fax: 715-634-6107**  
**Medical Records Fax: 715-634-2740**

### **Position Description**

**Position:** Nurse Practitioner

**Location:** Lac Courte Oreilles Community Health Center

**Hours:** Monday-Friday 8:00am-4:30pm

**Salary Range:** Negotiable

**Posting Date:** 04/17/2019

**Closing Date:** Open until Filled

#### **Description of Position:**

The Nurse Practitioner provides direct care to patients of the Lac Courte Oreilles Community Health Center on a continuous basis. Work activities of the Clinic's Nurse Practitioner include direct support from medical assisting, laboratory and x-ray staff. The Nurse Practitioner will identify diagnoses and treatment plans after proper examination and consideration of vital and other patient factors on an individual basis. The Nurse Practitioner will utilize the Patient Center Medical Home Model approach for patient care that is patient-centered, comprehensive, team-based, coordinated, accessible, and focused on quality and safety. The Nurse Practitioner will provide confidential quality family orientated healthcare in an environment that is respectful and fosters innovation utilizing available resource to maximize services to improve the overall health of the Tribal community.

#### **Qualifications:**

- Graduate of a Nursing School, BSN
- Active, unrestricted WI Nurse Practitioner License;
- Board Certified
- Current DEA and DPS Certificate of Registration required.
- Experience in chronic and geriatric conditions required.
- Familiar with DME orders and long term care referrals.
- Medicaid and Medicare provider eligible required.

- Possess two years experience in the medical setting as a Nurse Practitioner;
- Ability to make treatment plans and carry them out;
- Possess strong oral presentation skills;
- Thorough knowledge in pharmacological agents used in patient treatment.
- ICD-10 Experience
- Experience working with an Electronic Health Record including Meaningful Use documentation and documentation relevant to billing level applied.
- Valid WI Driver's License
- Valid vehicle insurance
- Be able to pass a pre-employment drug test and random drug screens
- Be able to pass a background check
- Ability to maintain confidentiality and observe all requirements of the Federal Privacy Act and HIPAA regulations.

### **Major Duties and Responsibilities:**

- Order, perform, or interpret the results of diagnostic tests such as complete blood counts (CBCs), electrocardiograms (EKGs), and radiographs (x-rays).
- Analyze and interpret patients' histories, symptoms, physical findings, or diagnostic information to develop appropriate diagnoses.
- Develop treatment plans based on scientific rationale, standards of care, and professional practice guidelines.
- Diagnose or treat acute health care problems such as illnesses, infections, and injuries.
- Recommend interventions to modify behavior associated with health risks.
- Prescribe medication dosages, routes, and frequencies based on patients' characteristics such as age and gender. Prescribe medications based on safety and cost as legally authorized.
- Counsel patients about drug regimens and possible side effects or interactions with other substances such as food supplements, over-the-counter (OTC) medications, and herbal remedies and refer to pharmacist for patient education as needed.
- Work with the Pharm D on Medication Reconciliation/synchronization.
- Detect and respond to adverse drug reactions, with special attention to vulnerable populations such as infants, children, pregnant and lactating women, and older adults.
- Utilize the Patient Centered Medical Home model approach to achieve primary care excellence that best suit's the patient's needs.
  - a. Personalize the patients care plan
  - b. Review medication with patient so they understand and monitor the prescriptions they are prescribed
  - c. Coach patients to help them follow their care plan and achieve their goals
- Conducts physical and psychological assessments to evaluate the total health care needs of the patient.

- Provide emergency care as needed or required, including lifesaving procedures to stabilize patients for transport to hospital.
- Participate in community activities and provides information on health related topics at meetings requested and approved by the Medical Director or Health Director.
- Take direction from and work in conjunction with other physicians in the management of cases.
- Review 10 charts per month for Continuous Quality Improvement and peer review. Follow up on Peer Reviews and analyze the Peer Review reports with the Medical Director and complete necessary reporting.
- Complete sufficient, timely, and accurate documentation in the Electronic Health Record within 2 days of date of patient visit or patient contact or patient care activity. Must be completed within 48 hours for best patient care and revenue cycle processing.
- Reporting of Adverse Incidents immediately to supervisor and Health Director for timely resolve.
- Participation in Emergency Preparedness and Incident Command as assigned.
- Perform other duties as assigned by the Medical Director or Health Director/CEO within scope of practice.

**Supervision and Guidance:**

The Nurse Practitioner will work under the direct supervision of the Medical Director with oversight by the Health Director/CEO.

**\*Applicants for employment with the Health Center must submit with the completed application form additional documents including the following:**

**Letter of Interest**

**Resume**

**Credentials**

**Application Information:**

Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center  
 Human Resources  
 13380W Trepania Road  
 Hayward, Wisconsin 54843  
 715-638-5132  
 715-634-6107 FAX

*The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American Preference will be given to candidates of equal or comparable qualifications.*

*The LCO-CHC shall be recognized as a family oriented clinic. The LCO-CHC shall strive to provide excellence in compassionate health care, while educating the community utilizing an understanding of traditional Anishinaabe beliefs.*