

## **JOB FAMILY CONCEPT**

This family consists of five levels of physical health provider work. Levels are distinguished based on the complexity of the work, level of supervision received, and the degree of autonomy. This job family is distinguished from the Mental Health Provider job family by the primary responsibility for providing physical health services.

This family provides expertise and guidance in several areas including:

- Clinical Services
- Outreach/Prevention
- Laboratory Services
- Medical Record Keeping
- Medical Supply Inventory and Maintenance

## **TYPICAL FUNCTIONS**

***The typical functions listed are typical examples of work performed by positions in this job classification. Not all functions assigned to every position are included, nor is it expected that all positions will be assigned every typical function. Positions may not perform functions from all categories listed.***

*Positions in this family have unrestricted access to all protected health information as necessary to meet specific job requirements for the Minimum Necessary Standard as described in the Health*

## PHYSICAL HEALTH PROVIDER

Job Classification

Adopted: September 3, 2006

Revised: July 1, 2009

- Advise campus community on student health problems and provide guidance when crises occur
- Educate campus community on health related topics as appropriate
- Design, implement and evaluate outreach and prevention programs
- Oversee outreach and prevention programs and supervise these activities

### Medical Assisting

- Greet and escort patients to examination rooms
  - Take and document vital signs and chief complaints
  - Communicate information to appropriate medical care provider
  - Enter notes into official medical record regarding vital signs, chief complaints and an[9 0 Tu e.000,t
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**Level 5**  
**PCLS: 06125**

**Grade 83**  
**Exempt**

***Descriptors***

Work is performed under long-range administrative direction. Identify, diagnose and treat the most complex\* medical conditions. Supervise\*\* lower level physical health providers and independent contractors as appropriate. Responsible for compliance in the diagnostic laboratory. Develop, implement, assess and administer physical health related programs. Create long-term plans for the direction of clinic. Order laboratory services. Identify and prescribe pharmacologic and non-pharmacologic interventions. Monitor and adjust patient medications according to protocol or plan of treatment. Refer students for specialized medical care or hospitalization as necessary. Provide outreach and prevention services to students as appropriate. Communicate with student groups and campus community on health related topics.

***Knowledge, Skills, and Abilities***

Same as level four, plus: Expert knowledge of general medicine. Knowledge of diagnostic laboratory compliance regulations and procedures. Ability to design, implement, assess and administer programs. Ability to supervise\*\*. Ability to actively participate in long range and strategic planning.