

# Classification and Qualification STANDARDS

---

## Nurse Practitioner

*Class Code: 8166*

*Date Revised: 06-01-2006*

*FLSA: Exempt*

*Classification Standard Reformatted: 03-01-2014*

### OVERVIEW:

The Nurse Practitioner is a licensed, highly skilled health care practitioner who provides a wide range of primary health care services within a student health center including assessment, diagnostic, and preventive and health maintenance services. Incumbents work under the supervision of a physician using established standardized procedures and/or process protocols. Nurse Practitioners collaborate with the student health center director and their supervising physicians to develop standardized procedures and/or process protocols particular to the campus and scope of practice for their positions. Incumbents provide a wide range of primary health care services, such as conducting physical examinations; diagnosing, treating, and managing illnesses and injuries; ordering tests and interpreting the results; and counseling patients on preventive care.

Nurse Practitioners are licensed registered nurses, but are distinguished by additional advanced education and training, and a certificate to practice as a Nurse Practitioner in a specialty area. Nurse Practitioners and Physician Assistants perform comparable duties, but are distinguished by how incumbents obtain their preparatory education and training, and by the agency governing licensing and certification. Nurse Practitioners must complete a training program approved by, and possess a certificate from the California Board of Registered Nursing, while Physician Assistants must complete an approved Physician Assistant program and be licensed by the Medical Board of California.

### TYPICAL ACTIVITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this classification.

Nurse Practitioners typically perform work involving some or all of the following duties: perform complete physical examinations, including obtaining detailed medical histories, using applicable clinical techniques and diagnostic tools; diagnose common acute and chronic illnesses and injuries and develop treatment plans based upon an evaluation of a patient's medical history, physical examination, and test results; order, interpret, and evaluate common laboratory and other standard diagnostic tests and procedures; may perform CLIA-waived testing; establish and document the health care treatment plans and prognoses for patients treated, including referrals to specialists in such areas as, but not limited to, dermatology, ENT, OB/GYN, or physical or occupational therapy or social services; maintain records, progress notes, and provisions for continuity of care for each case that are sufficiently complete for any physician and peer review group to evaluate the effectiveness of the plan; furnish medication to patients, provided the supervising physician has delegated the authority to do so and the incumbent possesses a valid furnishing number and certificate; if the incumbent's furnishing procedures also include furnishing specific controlled substances, the incumbent also must possess a valid DEA number and certificate; instruct and counsel patients regarding medical problems, use of medications, and compliance with prescribed therapeutic regimens, family planning, emotional problems, preventive health care, and health maintenance; may perform procedures and minor surgeries such as injections, immunizations, skin biopsies, suturing and wound care, minor orthopedic procedures, and incisions and draining; perform therapeutic procedures in response to life

---

threatening situations according to protocols; collaborate and consult with physicians and other health care team professionals on more complicated health problems and referrals; maintain compliance with established university policies, procedures, and protocols for quality assurance and infection control; keep current with developments in nurse practitioner and medical fields applicable to the population served within the student health center; may be assigned to provide lead work direction to specified health center support staff; lead work direction involves organizing and planning work, training and orienting employees, scheduling support staff, assigning and reviewing work, and providing input to employee selection and performance evaluations.

## **MINIMUM QUALIFICATIONS:**

### ***Knowledge:***

Comprehensive knowledge of advanced nursing and primary care principles, methods and procedures; thorough knowledge of medical theories, practices and protocols relative to the scope of practice, subject areas such as growth and development, pathophysiology, psychosocial assessment, pharmacology, nutrition, disease management, and the principles of health maintenance, applicable state and federal laws and regulations pertaining to practice as a Nurse Practitioner; and general knowledge of effective supervisory principles and practices, if assigned lead work direction.

### ***Abilities:***

Possess the abilities and clinical competence required to work as a Nurse Practitioner including, but not limited to, the ability to work independently in assigned areas of practice established by the supervising physician; demonstrate clinical competence in eliciting patient histories, conducting examinations, diagnosing and treating acute and chronic illnesses and injuries, assessing patient needs and making appropriate referrals; use clinical techniques and diagnostic tools; interpret laboratory and other test results; keep current with developments in the medical field pertinent to the incumbent's scope of practice; establish and maintain effective working relationships with other health center staff; be sensitive to and communicate effectively with diverse patients; and, if assigned, provide lead work direction to specified health center support staff.

### ***Education and Experience:***

Academic degree or certificate from an approved college or university-based Nurse Practitioner program or equivalent training and experience as outlined by the California Board of Registered Nursing (BRN). Incumbents must be clinically competent in a medical specialty applicable to their position and possess sufficient experience to independently perform the duties of a Nurse Practitioner within that specialty.

### ***License and Certifications:***

Possess and maintain a valid California license as a Registered Nurse and a BRN certificate evidencing that the individual is qualified to use the title of Nurse Practitioner, as required by the California Board of Registered Nursing. In addition, if the incumbent is delegated the authority to furnish medications, the incumbent must possess and maintain a valid BRN Furnishing Certificate. If the furnishing procedures include the delegated authority to furnish specific controlled substances, incumbents must also possess and maintain a valid DEA number and certificate.