

## **NURSE PRACTITIONER I/II/III**

### **DEFINITION**

Under general direction and utilizing standardized procedures and protocols, provides primary health care services such as conducting complete physical examinations, diagnosing and managing care of patients; and performs other related work as assigned.

### **DISTINGUISHING CHARACTERISTICS**

Nurse Practitioner I is the entry-level in the Nurse Practitioner series. Initially under close supervision, incumbents learn and perform a variety of primary health care services, while learning medical procedures and practices as allowed by licensure. As incumbents obtain experience and proficiency, there is greater independence of action. This class is flexibly staffed with the Nurse Practitioner II, and incumbents normally advance to the higher level after gaining experience and achieving the proficiency requirements for a Nurse Practitioner II.

Nurse Practitioner II is the fully qualified, journey-level in the series capable of performing the full scope of complex primary health care services, such as conducting complete physical examinations, diagnosing and managing care of patients.

Nurse Practitioner III is the advanced working level in the series responsible for performing examinations of patients, diagnoses, treatment, rehabilitation and support services, for coordinating and supervising a specific health/hospital services program in a specialty area. Specialty areas include, but are not limited to psychiatric nurse practitioner, obstetrical-gynecological nurse practitioner, pediatric nurse practitioner and neo-natal nurse practitioner.

Nurse Practitioner I/II is distinguished from Physician Assistant, in that the Nurse Practitioner is licensed to independently perform a variety of responsible primary health care services and other clinical procedures that require the exercise of a high degree of clinical judgment in the assessment, diagnosis and treatment of patients in a specialized area with less clinical oversight from a physician and/or in accordance with standardized procedures and protocols, whereas Physician Assistant performs functions in the practice of medicine according to standardized procedures and protocols under the supervision of a physician.

### **EXAMPLES OF DUTIES**

Nothing in this specification restricts management's right to assign or reassign duties and responsibilities to this job at any time.

1. Assesses the health of patients to determine their physical, emotional and social status by taking a complete medical history, doing a physical examination, initiating screening and diagnostic procedures etc.; evaluates results of clinical findings and laboratory tests; reports any abnormalities to a physician.
2. Identifies and manages in collaboration with a physician, common illnesses and/or other health problems and refers these problems or illnesses that require immediate medical attention to the appropriate practicing physician; assumes on-going responsibility for follow-ups.
3. Collaborates with physicians and other health professionals regarding health problems and illnesses following established protocol relative to diagnosis and treatment of patients.
4. Counsels parents or other family members regarding health maintenance in the area of specialization.
5. Coordinates and facilitates referrals to other health or social agencies.

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6. Maintains accurate records of assessments, follow-ups and evaluations.
7. May supervise the work of subordinate health workers and participate in professional and administrative meetings.

### **QUALIFICATIONS**

A combination of experience, education, and/or training which substantially demonstrates the following knowledge, skills and abilities:

#### Knowledge and Skills

Nurse Practitioner I Working knowledge of:

Nurse Practitioner II/III Thorough knowledge of:

1. Principles, practices and procedures used in the diagnosis and treatment of common health problems related to the area of practice.

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Thorough knowledge of:

1. Scope of responsibilities applicable under incumbent's licensure.
2. Provisions of the Nurse Practice Act.

Working knowledge of:

1. Principles of health maintenance and communicable disease prevention and management.
2. Quality assurance and infection control practices and procedures.
3. Medical terminology.
4. Medications commonly used in family practice or clinical specialty including appropriate doses, indications, contraindications, side effects and adverse reactions.
5. Clinical significance of laboratory test results.
6. Operations and care of medical equipment and instruments used in the area of specialty.
7. Laws and regulations relevant to professional practice as a Nurse Practitioner.
8. Ethics and laws under which medicine is practiced and governed and roles and responsibilities of allied health professions.
9. Health care delivery systems, community resources and referral systems.

Skill and Ability to:

1. Provide health care services, which include taking a complete medical history and performing a physical examination, and other related clinical procedures.
2. Identify and manage health problems common to the area of practice.
3. Use common medical instruments.
4. Develop and implement treatment plans for patients according to prescribed policies, protocols, and scope of licensure.
5. Analyze, interpret, evaluate and apply appropriate procedures and protocols and determine situations requiring consultation or referral of case to a physician.

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6. Recognize social problems, which effect health and assist in securing adjustments.
7. Write in order to prepare and maintain accurate medical records, medical reports, and case histories, to order laboratory procedures, etc.
8. Communicate orally for the purpose of gathering information, explaining procedures or a variety of other matters to individuals with varying degrees of knowledge.
9. Establish and maintain effective professional relationships with those contacted in the course of work.
10. Work effectively under pressure and in stressful situations.
11. Establish and maintain effective professional relationships with patients and health care personnel.

### **REQUIRED CONDITIONS OF EMPLOYMENT**

As a condition of employment the incumbent will be required to:

#### 1. LICENSING REQUIREMENTS

##### **Nurse Practitioner I/II**

Pursuant to Section 2835 of the Business and Professions Code hold a valid and active California license as a Registered Nurse and possess and maintain a certificate to practice as a Nurse Practitioner in the appropriate specialized area(s):

- Family NP
- Adult NP

##### **Nurse Practitioner III**

Pursuant to Section 2835 of the Business and Professions Code hold a valid and active California license as a Registered Nurse and possess and maintain a certificate to practice as a Nurse Practitioner in the appropriate specialized area(s):

- OB-GYN NP
- Pediatric NP
- Family Psychiatric and Mental Health NP

Pursuant to Business and Professions Code Section 2836.1, if the furnishing protocols include the delegated authority to furnish drugs and devices in the appropriate specialized area(s), possess a “furnishing number” to furnish drugs and/or devices.

If the furnishing protocols include the delegated authority to furnish specific controlled substances, incumbents must possess a valid DEA number and certificate.

2. Successfully pass a pre-employment drug test as a condition of employment with Monterey County.
3. Some positions may be required to possess and maintain a valid California Class C Driver’s License.

### **EXAMPLES OF EXPERIENCE/EDUCATION/TRAINING**

The knowledge and skills listed above may be acquired through various types of education, training, or experience, typically:

#### **Nurse Practitioner I:**

Successful completion of an approved Nurse Practitioner training program leading to certification as a Nurse Practitioner by California Board of Nursing.

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### Nurse Practitioner II:

Approximately three to five years of experience as a Nurse Practitioner with demonstrated ability to manage higher acuity patients with little supervision.

### Nurse Practitioner III

Successful completion of an approved Nurse Practitioner training program leading to certification as a Nurse Practitioner by California Board of Nursing, in the required specialty and demonstrated ability to provide the full scope of patient care in the area of specialty.

## **PHYSICAL AND SENSORY REQUIREMENTS**

The physical and sensory abilities required for this classification include:

1. Work in a facility where there is daily exposure to infectious diseases.
2. Work in a physically and emotionally demanding environment.
3. Mobility and dexterity to reach, grasp and manipulate small medical instruments; and stand, stoop, reach and bend in order to examine patients and take laboratory samples.
4. Sight in order to examine patients and read standard text.
5. Ability to be conscious of or perceive objects or their qualities through touch.
6. Hearing and speech in order to communicate with patients and staff in person and on the telephone.

### **CLASS HISTORY**

Class Code NP I:	52A85
Established Date:	April 1985
Revised Date:	December 1985
Revised Date:	June 2007
Former Title:	Physician Assistant/Nurse Practitioner

### **CLASS DATA**

Job Group:	10
EEO Category:	P
Work Comp. Code:	8810
Bargaining/Employee Unit:	H
MOCO OT:	N
FLSA:	E

### **CLASS HISTORY**

Class Code NP II/III:	52A97/52A98
Established Date:	June 2007
Revised Date:	N/A
Former Title:	N/A

### **CLASS DATA**

Job Group:	10
EEO Category:	P
Work Comp. Code:	8810
Bargaining/Employee Unit:	H
FLSA:	E
MOCO OT:	N

Prepared by: Janet Lowery, Associate Personnel Analyst

Approved by:

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County Administrative Office

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Date