



ETSUHealth

JOB DESCRIPTION

JOB TITLE: Nurse Practitioner-Neonatal
EXEMPTION STATUS: X Exempt Non-Exempt
REVISED DATE: December 2022

SUMMARY: The neonatal nurse practitioner will work under the supervision of the attending physician with the ETSU Division of Neonatology in the assessment and management of normal and high-risk neonates, and to participate in the educational needs of the Quillen College of Medicine for resident and student education.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Perform daily assessment and plan of care of assigned patients
- Attendance at high-risk deliveries
- Provide on-site hospital on-call coverage with ETSU faculty back-up
- Provision of continuity of care for the neonate and parents
- Act as a resource to residents, students and NICU staff
- Education responsibilities to residents, students and hospital staff
- Provide clinical services as outlined above at Johnson City Medical Center / Niswonger Children's Hospital and Franklin Woods Community Hospital
- Chart completion including history and physical exams on admissions while on-call, completion of daily progress notes, completion of discharge summaries on the day of discharge
- Participate as a transport team member for the NICU transport service on high risk patients, as a supplement to the regular transport team.
- Completion of time reports and other required documentation on a timely basis
- Assists in quality and research projects being performed by the Division of Neonatology, IRB training recommended
- Maintains current knowledge as related to the profession and job responsibilities by regularly attending conferences and meetings at the hospital and off-site.
- Participates in the detection, reporting, and improvement of systems to prevent patient care incident and improve patient safety and quality.

REPORTING RELATIONSHIP: This position reports to the Director of the Division of Neonatology and to ETSU Physicians and the chair of the department.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

EDUCATION AND/OR EXPERIENCE:

- Completion of accredited neonatal nurse practitioner training program at a Masters level
- Two years neonatal nursing experience

LICENSURE, REGISTRATION AND CERTIFICATION REQUIRED BY LAW:

- Valid advanced practice nursing license from the Tennessee State Board of Nursing
- Successful background check as required by state statute
- Valid Neonatal Resuscitation Program Provider Certification
- Must possess a current Tennessee State Board of Nursing license, if primary residence in Tennessee or a non-Compact Nurse Licensure state. Must possess a current State Board of Nursing license in the state of primary residence if the state is a Compact Nurse Licensure state.

OTHER COMPETENCIES TO BE MAINTAINED:

- Transport competency as required by Ballad Health
- Allied health credentials through the Ballad Health credentialing office, appropriate for NICU and newborn care.

WORK HOURS: The practitioner is expected to work an average of 6.5 – 25 hour shifts per month (averaged over a 4 month period). Further details outlined in the work hour expectations document.

OTHER SKILLS AND ABILITIES: Must possess strong clinical nursing skills. Ability to interact pleasantly and tactfully with co-workers, patients and families. Ability to effectively communicate technical information to patients and families. Excellent written and verbal communication skills. Ability to function effectively in a team environment. Ability to effectively manage multiple priorities.

LANGUAGE SKILLS: Ability to read, analyze, interpret, and comprehend instructions (whether written or verbal), correspondence, professional journals, and technical procedures, and government regulations. Ability to compose correspondence, documentation, reports, and procedures. Ability to effectively present information and respond to questions in one-on-one and small group situations, to third parties, physicians, and other employees of the organization, whether in person or on the telephone. Ability to respond to inquiries in a manner that the respondent can comprehend. Ability to respond effectively to the most sensitive inquiries, complaints, and situations.

REASONING ABILITY: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret and solve practical problems with an extensive variety of information that deals with several abstract and concrete variables. Ability to apply common sense, good judgment, and problem solving skills in difficult situations.

WORK ENVIRONMENT: The work environment characteristics are representative of those an employee encounters while performing the essential functions of this job within a standard medical office setting or outpatient setting.

The noise level in the work environment is usually moderately noisy. Exposure to communicable disease, blood, body fluids, hazardous chemicals, and sharp instruments. Exposure to injury from patients and equipment.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit; use hands and fingers to handle or feel objects; reach with hands and arms; and talk or hear at normal ranges within the setting. The employee is occasionally required to climb or balance.

The employee must occasionally lift, carry, and/or move more than 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Rapid mobility may also be required on occasions.

May work in high stress direct patient care areas. Stress levels may be high due to frequently dealing with life and death situations, physicians, families, and other healthcare providers. Demands high levels of concentration and the ability to work in emotionally charged situations.

DISCLAIMER: The above statements and performance expectations are intended to describe the general nature and level of work by individuals assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, skills, and abilities required by personnel so classified.

I have received information regarding ETSU Physicians & Associates Policies and Procedures and understand how to access them on-line.

I understand and agree that in the performance of my duties as an employee of ETSU Physicians & Associates, I must hold information of a confidential nature in the strictest of confidence. I must not use or disclose any Protected Health Information other than as permitted by HIPAA requirements. I understand that any violation of the HIPAA policies may result in disciplinary action, which may include termination.

Management has the right to revise this job description at any time. The job description is not a contract for employment, and either you or ETSU Physicians & Associates may terminate employment at any time, for any reason.

By signing below, I acknowledge that I have reviewed this job description and will comply to the best of my ability.

Employee Signature

Date

Supervisor's Signature

Date

Human Resources Director

Date