



Job Bulletin E36 12/13

Nurse Practitioner or Physician Assistant
Classification – Nurse Practitioner or Physician Assistant
Time base –Temporary through May 9, 2014/On-call
Application Deadline – Open until filled

ABOUT THE CALIFORNIA MARITIME ACADEMY:

The California Maritime Academy is a specialized campus of the California State University (CSU) system serving a student population of approximately 950. The campus, situated on the shore of the Carquinez Strait 30 miles northeast of San Francisco, currently offers baccalaureate degrees in Mechanical Engineering, Facilities Engineering Technology, Marine Engineering Technology, Marine Transportation, Global and Maritime Studies, and Business Administration. A Master of Science degree in three areas of Transportation and Engineering Management is offered.

MAJOR RESPONSIBILITIES:

Treatment: Provide a full range of outpatient medical care to Cal Maritime students, including basic health care, family planning and some augmented health services, per protocol and under the supervision of the Chief Medical Officer.

1. Examine, diagnose and treat general medical and gynecologic problems.
2. Provide family planning services, consistent with current medical practice excluding surgical procedures.
3. Review electrocardiograms, laboratory results and initial x-ray results.
4. Provide medical consultation to medical assistants, as requested.
5. Provide and dispense over-the-counter and prescription pharmaceuticals.
6. Perform simple office procedures pertaining to Urgent Care clinic (ear lavage, ingrown toe nail removal, wound care, incision and drainage, suturing, use of slit lamp).
7. Perform various physical examinations such as USCG licensing physicals, pre-cruise physicals for staff and faculty, pre-commercial cruise physicals, athletic physicals, and women's annual health examinations, including Pap smears.
8. Refer patients to in-house and community consultants and other medical facilities for medical problems beyond the scope of services of the SHC and provide follow-up care as appropriate.
9. Document results of history, physical, assessment, treatment plans, phone calls, laboratory and x-ray results, etc. in patient electronic medical record the same day.
10. Evaluate complex medical problems, order special tests as indicated; carry out special examinations based on training.
11. Consult with the Chief Medical Officer, as indicated.
12. May provide services in Sports Injury Clinic, depending upon skills and experience.

Education: Provide health education.

Campus Safety Services: Perform Public Health functions and provide first-aid to all students, employees and visitors to CMA.

Administration: Participate in Quality Improvement and other administrative activities.

SPECIAL REQUIREMENTS:

- Regular contact with blood, blood products, and bodily fluids, as well as communicable diseases.
- Some contact with physical and chemical hazardous materials, such as liquid nitrogen, TCA, etc.
- Routine exposure to needles and sharp objects.
- Disaster service worker. In case of a disaster, government code 3100-3101 states that all public employees are disaster workers subject to such disaster activities as may be assigned to them by their superiors or by law.
- The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

MINIMUM QUALIFICATIONS:

- FNP/PA degree and possession of a current and valid professional California license; possession of a DEA number; compliance with continuing education requirements; Basic Life Support (BLS) certification.
- One year of professional experience required. Three or more years preferred.
- Possession of the knowledge, skills and abilities required to work as a Nurse Practitioner or Physician Assistant for the practice of primary care medicine.
- Thorough medical knowledge and skills to provide a full spectrum of general and ambulatory medical care, including GYN, acute and sub-acute illnesses and injuries, and minor emergency problems.
- Ability to analyze urgent and/or emergency situations and take prompt action, including stabilization and referral, as necessary.
- Knowledge and skills necessary in routine gynecology, family planning, diagnosis and treatment of STI's, surgical diagnosis and triage, management and referral of mental health problems.
- Knowledge of health education and wellness promotion.
- Knowledge surrounding use of various contraceptive methods, as well as pharmaceuticals and dispensing procedures, including routine vaccinations.
- Ability and clinical competence to work independently in assigned areas of practice established by the supervising physician using standardized procedures and/or process protocols.
- Knowledge and ability to assess patient needs and make appropriate referrals for medical problems beyond the established scope of practice is essential.

DESIRABLE QUALIFICATIONS:

Ability to perform all office procedures, including but not limited to those outlined in the Major Responsibilities, Treatment, #6.

SALARY: \$32.39 - \$51.83 per hour + 29% per diem differential.

APPLICATION PROCESS: Interested parties must submit the Cal Maritime Employment Application, cover letter and current resume. Apply on-line at <http://www.csum.edu/web/hr/careers>. Based upon a review of applications and accompanying documents, only those persons whose qualifications best match job requirements will be interviewed. Applicants selected for an interview will be notified of interview appointments by telephone.

ELIGIBILITY TO WORK: Applicants must provide proof of U.S. citizenship or authorization to work in the United States within three days of the date of hire.

The California Maritime Academy is committed to a diverse work force and is an equal opportunity employer.