



ASIAN & PACIFIC ISLANDER WELLNESS CENTER

Physician Assistant – FTR022017

Asian & Pacific Islander Wellness Center is a multicultural health services, education, research, and policy organization. We transform lives by advancing health, wellness and equality. We strengthen the well-being of and lead under-served communities—of all races, ethnicities, gender identities, sexual orientations, and immigration statuses—toward justice and health. Founded in 1987 as an all-volunteer, community-based response to the AIDS crisis in communities of color, we are an anchor-organization for San Francisco’s Tenderloin neighborhood, and we also lead regional, statewide, and national programming.

We believe that everyone deserves to be healthy and needs access to the highest quality health care.

Position Description:

The Physician Assistant (PA) is a key clinical position for the Wellness Clinic at the Asian Pacific Islander Wellness Center (APIWC). APIWC seeks to provide quality care for the LGBT community, people of color, and other underserved communities in San Francisco and beyond. The PA is an independent, licensed provider who provides medical evaluation and care to patients at the health center. This activity is performed in collaboration with other members of the interdisciplinary health care team. In addition to patient care, the incumbent may occasionally be responsible for the supervision of students placed at the clinic. The incumbent will also be asked to lead administrative initiatives such as clinical protocol development or quality improvement efforts.

Major Responsibilities:

Clinical Practice

- Practices within the scope of practice for Physician Assistant as defined by the State of California
- Independently assesses acute and chronic clinical problems common within the primary care setting, as well as specialty primary care areas including but not limited to cardiovascular disease, HIV, hepatitis, sexual health, reproductive health / family planning, and urgent care issues that arise
- Performs and documents physical assessments and patient histories, analyzes trends in patient conditions, and develops, documents and implements a patient management plan in response to the data obtained. This also includes assisting in the development of the nursing plan of care and providing appropriate counseling and education to patients, their family and significant other
- Plans patient care based on in-depth knowledge of the specific patient population and/or protocol, anticipating and identifying medical and/or psychological problems commonly

encountered including the consideration of the patient's cultural background, level of understanding, personality and support systems

- The PA practice includes ordering and interpreting data obtained from diagnostic tests and laboratory studies, ordering the appropriate medications and treatments, and providing patient and staff education
- Serves as patient advocate
- Participates in weekly call schedule with other providers
- Patient management includes the following: 1) conducting thorough history and physical, 2) ordering and interpreting appropriate laboratory and diagnostic studies; 3) ordering of appropriate medication and treatments; 4) referring patients for consultation when indicated i.e. emergency room, dermatology, neurology, ophthalmology, endocrine, surgery, intensive care, infectious disease, hematology, mental health services, social service, and dietary; 5) proactively manages and monitors patient diagnostics and health outcomes with appropriate action; and 6) documentation through progress notes and problem lists
- Evaluates and interprets findings
- Participates in patient care rounds and conferences. Communicates patient management strategies to members of the patient care team. Collaborates with members of the inter-professional team to ensure that patient management strategies are successful in meeting patient care needs
- In coordination with the medical director, creates protocols and standing orders for clinical practice

Administrative Duties

- Works collaboratively with APIWC administrative and clinic team to bring the clinic to the standards of a Patient Centered Medical Home (PCMH) and Federally Qualified Health Center
- Participates in the maintenance and development of an effective electronic health record system
- Participates in continuous quality improvement measures included evaluation of clinical treatment and medical record evaluations
- Contributes to the financial sustainability of the clinic by way of, but not limited to, billing, patient census growth, grant writing, community partnership building, and developing public insurance participation and coverage
- Works collaboratively in the submission of accurate billing information
- Works collaboratively across the agency to develop strategies to grow patient census at the clinic
- Develops strategies to build integrated care at the clinic
- Develops, implements, monitors, and reports on quality management activities in accordance with regulatory guidelines and agency policies
- Manages new and ongoing clinical research projects

Qualifications:

- Licensed as a PA by the state of California
- Ability to work nights and weekends as required
- Ability to lead, manage, self-direct and build programs
- In possession of advanced communication skills to problem solve complex situations and to improve processes and services to patients and colleagues
- Experience working in a community health center and knowledge of federal and state policies governing the administration of a community health center preferred
- Demonstrated experience and knowledge of working with underserved and marginalized populations preferred, including communities of color, LGBTQ populations, and low-income and homeless individuals
- Experience with supervising students preferred
- Strong writing abilities preferred

TO APPLY: ONLY applications submitted through our online database will be considered. Please include both your cover letter and resume when prompted to insert your resume in the database here:

<https://home.eease.com/recruit/?id=15551721>

We offer a comprehensive compensation and benefits package which includes: medical, dental and vision insurance, generous vacation, sick leave and holidays, one-month sabbatical, 403(b) with employer match, flexible work schedule, flex spending account, life insurance, long-term disability, professional development opportunities and more! (Benefits guidelines and eligibility vary based on tenure, employment status and FTE, among other factors.)

Asian & Pacific Islander Wellness Center is an equal opportunity employer committed to identifying and developing the skills and leadership of people from diverse backgrounds. Asian & Pacific Islander Wellness Center does not discriminate on the basis of age, ancestry, citizenship status, color, creed, disability status, gender identity, HIV status, marital status, medical condition, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, veteran status, or any other legally protected class.

Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records