

PHYSICIAN ASSISTANT

As an entity of the Confederated Tribes of the Goshute Reservation, we, at Sacred Circle Healthcare, preserve the Goshute heritage of protecting and caring for family and extend the tradition to all marginalized and underserved populations in our area. We refuse to let access, ethnicity, or socioeconomic status restrict someone from receiving complete healthcare.

Interested in joining our team? We are looking for people who are genuine, kind, ambitious, positive, and helpful - exceptional people building on a celebrated heritage who are passionate about delivering uncompromising care - people who make a difference every day no matter what their role or position. If you are looking for a job where the work you do impacts lives for the better every day, you are in the right place!

Sacred Circle Healthcare is seeking a full-time Physician Assistant for our main Clinic in Salt Lake City, Utah.

Job Summary

- **Overview:** Responsible for providing care to patients in the clinic following established clinical standards and practices. Works autonomously as well as collaboratively with the entire clinic team to ensure the delivery of high quality and efficient health care.
- **Reports to:** Medical Director
- **Department:** Primary Care
- **Business Unit:** Operations
- **Patient Care:** Yes
- **Worker Status:** Full-time, Salary
- **Benefits Eligible:** Yes
- **Hours Per Week:** 40+
- **Work Schedule:** To Be Determined with the availability of 8:00 am – 6:00 pm Monday through Friday. Typically, four 10-hour shifts per week. Evening and weekend work may be required depending on position requirements. Occasional Travel.
- **Location:** Salt Lake Main Clinic
- **Supervisory responsibilities:** None
- **Closing Date:** November 11, 2021, or open until filled.
- **Apply:** Send your resume and any pertinent application materials to - jobs@schc.net, please state which job you are applying for; or visit our [website!](#)
- **Contact:** Mark Wiesenberg, markw@sacredcircle.com, 801-359-2256 ext. 177

The successful candidate:

1. Oversees and directs the care of patients.
2. Recognizes, reports, and documents changes in patient's psychological, behavioral, and medical status as they occur.
3. Obtains and documents complete medical history and physical examination of patients.
4. Interprets and integrates data to determine and order appropriate diagnostic and therapeutic procedures or specialty referrals.
5. Manages medical and surgical needs of patients in accordance with scope of practice and established credentialing agreements.

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6. Reconciles patient medication and allergies. Assesses patient's understanding and addresses any barriers to medication and therapeutic compliance.
7. Administers medications and injections according to established practice protocols and performs other clinical functions as needed.
8. Provides patient education. Interviews and advises patients regarding health and illness prevention. Recommends community resources to meet patient and family needs. Educates patient and family regarding medications and treatment options and corresponding instructions.
9. Maintains and reviews patient records, charts, and other pertinent information. Posts patient labs and imaging study results according to practice policy. Documents in a timely fashion.
10. Triage patient telephone calls and provide consultation. Provides monitoring and continuity of care between provider visits.
11. Assists management in onboarding care staff and provides competency checks as directed.
12. Participates in after-hours call as required by work setting.
13. Maintains complete and accurate medical records in a timely manner.
14. Promotes patient satisfaction in all clinical settings.
15. Renews all required licenses and completes required educational courses timely.
16. Attends required meetings and participates in committees as requested.
17. Maintains patient confidentiality.
18. Maintains professional level of conduct regarding attitude and communication with staff and patients.
19. Understands and adheres to prescribing and scope of practice regulations as required by state.
20. Reads, understands, and adheres to all Sacred Circle Health Care Policies and Procedures.
21. Practices and adheres to the Code of Conduct and Mission and Values Statements.
22. Performs other duties as required.

Required Education, Experience, Knowledge, Skills, and Abilities

- **EDUCATION:** A master's degree in physician assistant education.
- **EXPERIENCE:** At least 1 year working in a clinical setting as a physician assistant.
- **CERTIFICATION/LICENSE:**
 - a) Possession of a valid DEA number.
 - b) A state license to practice medicine.
 - c) Possession of an active National Certification credential Physician Assistant-Certified (PA-C).
- **KNOWLEDGE, SKILLS, & ABILITIES:**
 - a) Knowledge of up to date, evidence-based clinical care including diagnosis, treatment, and procedures.
 - b) Knowledge of limitations in scope and ability to ask for assistance from supervising physician when needed.
 - c) Knowledge of legal and ethical standards for the delivery of care.
 - d) Knowledge of relevant drugs and non-pharmaceutical patient care aids and ability to prescribe dosages and instruct patient in correct usage.
 - e) Knowledge of related accreditation and certification requirements.
 - f) Knowledge of organizational policies, procedures, systems, and objectives.

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- g) Ability to use computers, applications, and phone systems, including their use in telehealth appointments.
- h) Ability to maintain quality, safety, and/or infection control standards.
- i) Ability to plan and organize.
- j) Ability to evaluate the effectiveness of existing methods and procedures.
- k) Ability to operate office equipment.
- l) Ability to communicate effectively with patients, clinical and administrative staff, and the public.
- m) Ability to interpret, adapt, and apply guidelines and policies and procedures.
- n) Ability to react calmly and effectively in emergency situations.
- o) Ability to work independently and in a team environment.
- p) Ability to communicate with an interpreter.

Additional Information – Join us as we are Redefining Compassionate Healthcare, together!

As group of 4 healthcare clinics, diversity drives our identity. We are proud of our Native American heritage. Whether you are seeking your first job, transitioning back into the workforce, looking to start your career, or grow an existing one, Sacred Circle Healthcare walks with you. We need you for what you can do. We strive for a mix of benefits to help you combine great work with a great life.

- Competitive pay
- Incentive pay programs
- CME Support to help you grow
- Healthcare coverage for you and your family
- Generous PTO, paid holidays and floating holidays to celebrate what is important to you (prorated for part-time employees)
- Retirement matching to invest in your future
- Colleagues that are unparalleled
- A strong sense of purpose with a devotion to patient relationships and those most in need
- A culture that is second to none

Sacred Circle Healthcare/Confederated Tribes of the Goshute Reservation gives preference to qualified American Indian/Alaskan Native Applicants