

**MT. HOOD HOSPICE
JOB DESCRIPTION**

JOB TITLE: Nurse Practitioner

REPORTS TO: MEDICAL DIRECTOR/EXECUTIVE DIRECTOR

NON-EXEMPT STATUS

SUMMARY:

The Nurse Practitioner works in collaboration with the Medical Director, patient physicians, and team members in an active practice to deliver, and support appropriate clinical care under hospice federal and state conditions of participation and all Mt Hood Hospice policies and procedures to ensure excellence involving all aspects of the patient's clinical care

QUALIFICATIONS:

- Certified Nurse Practitioner in the State of Oregon.
- Valid Drug Enforcement Agency registration
- Possession of a valid Oregon driver's license, dependable transportation and proof of automobile insurance.
- Current malpractice insurance coverage.
- Three or more years of experience. Experience in a hospice or palliative care program preferred.
- Demonstrated strong work ethic founded upon personal/professional integrity
- Demonstrated critical thinking skills.
- Ability to manage all aspects of terminal care with expertise in symptom management.
- Ability to execute an effective, supportive and sensitive approach in response to the needs of patients, their families and MHH colleagues.
- Ability to support and adhere to all MHH policies and procedures

RESPONSIBILITIES (including, but not limited to):

- Responsible for completing face to face visits within regulatory timeframes and communicating information to certifying provider.
- Available for phone support to staff days, nights, and weekends as assigned.
- Perform in-person consultative visits as need arises.
- Assist with community outreach and education.
- Provide staff training on an as needed "impromptu" basis and on a more formal scheduled basis with humility, sensitivity and clinical accuracy.
- Provide vacation coverage for medical director.
- Maintain appropriate licensure (hospice and palliative care specialty certification preferred).

- Sign death certificates in OVERS program (typically within 48 hours).
- Ensure timely and appropriate communication with the medical director and community physicians to enhance and promote continuity of care.
- Order medications, including controlled substances, in accordance with state and federal laws and regulations.
- Provide pertinent education regarding medications and treatment plans to patients, their families and nursing staff as is appropriate.
- Maintain written and electronic patient records in an accurate and timely fashion.
- Complete other administrative documentation in a manner consistent with regulatory and agency guidelines
- Attend weekly IDG meetings
- Adhere to MHH standard of conduct policy.
- Adhere to the highest standards of confidentiality regarding patients, families, staff, and the organization.
- Other job duties as assigned by Medical Director and or Executive Director.

Where Applications can be Delivered

Please call 503-668-5545 or email rcfranke@mthoodhospice.org