

The Kidney Center

Job Description

Job Title: Physician Assistant

Reports to: CEO/Medical Director, Physicians

JOB SUMMARY: The physician assistant shall augment the physician's data gathering objectives and advise the supervising physician in reaching decisions and instituting care for the physician's patients.

RESPONSIBILITY: The physician assistant shall have the knowledge and competency to perform the following functions:

CLINICALLY:

1. Screen patients to determine need for physician attention.
2. Review patient records to determine health status.
3. Take a patient history.
4. Perform a physical examination.
5. Record pertinent patient data.
6. Make decisions regarding data gathering and appropriate management and treatment for the initial evaluation of a problem or the follow-up of a previously diagnosed condition.
7. Prepare patient summaries.
8. Initiate requests for commonly performed laboratory studies and radiographic studies.
9. Collect specimens for and carry out commonly performed urine analysis.
10. Identify normal and abnormal findings on history, physician examination, and commonly performed laboratory and radiographic studies.
11. Initiate appropriate evaluation and emergency management for emergency situations.
12. Perform clinical procedures such as:
 - a. Injections
 - b. Electrocardiograms
 - c. Cardiac pulmonary resuscitation (adult and child)
 - d. Placement of blood pressure holter monitors
 - e. Carrying out aseptic and isolation techniques
 - f. Gathering of vital signs: blood pressure, pulse, temperature, weight
 - g. Flushing permanent hemodialysis catheters
 - h. Placing intra-venous lines to administer IV Ferrlecit
 - i. Flushing peritoneal dialysis catheters
 - j. Obtaining dialysate and blood samples (via venipuncture) for peritoneal dialysis adequacy and PET testing
 - k. Obtaining blood samples either by venipuncture or through CVC or AVF catheter on hemodialysis patients
 - l. Putting hemodialysis patients on and off of dialysis machine by accessing CVC or AVF/AVG per protocol; adjusting dialysis machines according to patients' current orders
 - l. Administering Epogen, zemplar, feraheme and IV antibiotics to hemodialysis patients

as per protocols; administering normal saline by IV as needed to hemodialysis patients for hypotension.

13. Provide counseling and instruction regarding common patient problems including medical and pediatric problems.
14. Will round on new consults and perform follow-up visits on inpatients at Memorial Medical Center, Select Specialty Hospital, Somerset Hospital, and Windber Medical Center as well as seeing established patients in the hospital-based setting for follow-up care.
15. Will provide week-end coverage with the physician when needed and provide coverage for the supervising physician in his absence under the supervision of the secondary supervising physician.
16. Visit/oversee care of hemodialysis (HD) patients weekly and as needed at the dialysis center in Johnstown, PA (Eisenhower Blvd. and Osborne Street locations); Ebensburg, PA; Meyersdale, PA; and Somerset, PA. Visits of HD patients will include: analysis of pre and post – HD blood pressures, assessment of arteriovenous (AV) fistulas by physical exam to ensure patency, review of medications and current labs, discussions with patients regarding their overall state of health, and write weekly progress notes. Visit/oversee of Peritoneal dialysis (PD) patients monthly at the clinic in Johnstown, PA. Visits of PD patients will include assessment of PD site to ensure there is no infection, review of medications, assess for stable weight, review home diary regarding blood pressure and daily dialysis treatments, discuss overall state of health with the patient, and write monthly progress notes.
17. The physician assistant may execute and relay those medical regimens as dictated by the supervising physician if described in the work agreement. The physician will approve all treatments to be rendered to the patient.
18. The physician assistant may order whole blood and blood components as clinically necessary.
19. The PA may pronounce death, but not cause of death, and may sign any form related to pronouncing death.

ADMINISTRATIVELY:

1. Participate in decisions regarding daily operations.
 2. Complete flow sheets including immunization records and medication and problem lists.
 3. Gather data for answering requests for patient information from insurance companies, etc.
 4. Participate in all required continuing medical education activities to maintain national certification.
 5. Participate in professional activities which will advance the physician assistant profession on a local, state, and federal level.
 6. Provide other services as directed by the primary supervisory physician.
 7. Participate in continuous quality improvement meetings for both hemodialysis and peritoneal dialysis.
2. 1. Primary supervision will be performed in both the office (located at 88 Osborne Street Johnstown, PA 15905; Windber, PA; Ebensburg, PA; Somerset, PA; and Meyersdale, PA clinics) and hospital setting (Memorial Medical Center, Johnstown, PA; Somerset Hospital, Somerset, PA; Windber Medical Center, Windber, PA; and Select Specialty Hospital, Johnstown, PA) by Dr. George Frem with personal contact on a daily basis. The PA will also work in the outpatient dialysis centers (Prodigy Dialysis) in Johnstown, PA (both the Eisenhower Blvd and Osborne Street locations); Ebensburg, PA; Somerset, PA; and Meyersdale, PA and will see consults at Select Specialty Hospital, Somerset Hospital, Memorial Medical Center, and Windber Medical

Center when necessary. Charts are reviewed daily. Problem cases and those of educational interest are discussed at the time of the patient encounter. Immediate access via telephone is always available.

2. The supervising MD will countersign records within 10 days.
3. Patients will be seen in the office setting by the supervising MD as felt needed by the PA or per patient request, as the “every third visit” is no longer required.
3. The physician and the PA will frequently see dialysis center patients together (at least once a month) in the Ebensburg, PA; Somerset, PA; Meyersdale, PA; and Johnstown, PA Prodigy Dialysis centers providing direct supervision. When the physician is not on site at the dialysis centers, contact/supervision between the PA and the supervising physician will be either via telephone or pager. Direct supervision will occur in the hospital and office settings. The frequency of supervision and personal contact will occur on a daily basis.
4. Due to previously changed guidelines, my prescribing list is updated as follows:
 1. Medications that will not be prescribed:
 - a. antineoplastic agents
 - b. dental agents
 - c. gold compounds
 - d. heavy metal antagonists
 - e. oxytocics
 - f. radioactive agents
 - g. unclassified therapeutic agents
 - h. devices
 - i. pharmaceutical aids
 - j. narcotics
 - k. sympathomimetic agents
 - l. general anesthetics
 - m. monoamine oxidase inhibitors
 - n. pituitary hormones and synthetics
 - o. parathyroid hormones and synthetics
 - p. coumadin
 2. Will order Vitamin K, fresh frozen plasma, activase, as well as heparin for dialysis patients.