

SUPERVISING PHYSICIAN ASSISTANT

DISTINGUISHING FEATURES OF THE CLASS: Under clinical supervision of all assigned physician(s) and in accordance with policies set by the applicable medical staff by laws, an incumbent in this class supervises and coordinates a team of physician assistants in support of the professional medical staff. The incumbent supervises and trains professional staff and provides medical and surgical care for areas of assignment. A registered Physician's Assistant may write prescriptions and medical orders, and administer medication in accordance with approved by-laws, regulations and procedures. When employed at the Westchester County Medical Center, the medical orders and prescriptions must be countersigned in every case by the attending physician within twenty-four (24) hours. Supervision is exercised over professional and technical staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises and coordinates a team of physician assistants and surgical physician assistants in providing primary care to patients and counseling on health related problems as directed by the attending Physician;

Recruits, instructs and trains staff in proper procedures and standards and ensures implementation of administrative and clinical practice;

Conducts clinical reviews and participates in responses to patient complaints, quality management issues and risk management requests;

Performs history and physical examinations and participates in developing an appropriate treatment plan;

Documents patient progress and care to ensure an accurate record of activity in compliance with established procedures;

Reviews and recommends changes regarding the utilization of personnel and propose staffing patterns;

Writes orders for diagnostic studies, fluids and medications, under the supervision of the attending physician(s), and submits orders for countersignature by attending physicians within twenty-four (24) hours;

May assist surgeons in the operating room performing technical clinical procedures;

Identifies, analyzes and makes recommendations to resolve service problems, duplication of tasks or operational issues;

Keeps abreast of advancements in the field, attends case conferences and seminars, conducts rounds and continues education.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of clinical surgical practices and procedures; thorough knowledge of medical therapeutic practices; knowledge of supervisory and administrative practices; skill in specialized surgical skills; ability to supervise, plan and evaluate the work of others; ability to make accurate medical diagnosis; ability to train staff; ability to work well with physicians and other health professionals; ability to communicate clearly, both orally and in writing; ability to relate well to patients; sound professional judgment; manual dexterity; integrity; initiative; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Must possess a valid license and current registration, issued by the New York State Department of Education, as either a Physician's Assistant or as a Specialist's Assistant, and five years experience as a physician assistant.