



Spirit Lake Tribe  
P.O. Box 359  
Fort Totten, North Dakota 58335  
slthr@spiritlakenation.com

**Job Title:**

**Nurse Practitioner**

**Open Date:**

**November 6, 2017**

**Position Objective: Provide direct and comprehensive primary, preventative and therapeutic medical and nursing care to individuals across the lifespan.**

### **Major Duties & Responsibilities**

- Assess plans and provides comprehensive and therapeutic medical care to individual geriatric, adult, adolescent, pediatric and infant patients and their families.
- Takes a complete health and developmental history from the patient and/or family member and performs a physical examination of the patient using palpation, percussion, auscultation, observation skills, using appropriate diagnostic instruments.
- Orders and/or performs screening and diagnostic tests and procedures (lab studies, x-rays, electrocardiograms, audiograms, pulmonary function tests, etc.). Interprets test results and analyzes all collected data, discriminates between normal and abnormal findings to identify all stages of serious collected physical, emotional or mental problems, and to prioritize health care needs; i.e., formulates a problem list.
- Makes diagnosis and decisions concerning medical and nursing care needs of patients, formulates and implements plan of care which may involve various treatment modalities, prescribing medications, consultation with other health care providers, and referrals. Identifies and manages both minor and serious acute and chronic illnesses (e.g., upper respiratory infections, venereal disease, hypertension, eye infections, tuberculosis, heart disease, nausea, angina, back pain, trauma, etc.). In accordance with established standards of medical care and approved clinical privileges. Provides surveillance of medical regimens for stabilized chronically ill person, recognizing when to refer the patient to physician or other health care team member.
- Performs minor surgical and invasive procedures, such as suture of lacerations not involving nerves or tendons, incision and drainage of abscesses, insertion of intrauterine device for contraception, insertion and/or removal of Norplant capsules, toenail removal and skin biopsy.
- Gives direct physical and psychological care in emergencies and in the presence of illness or disability in order to maintain life, provide comfort, reduce stress and enhance coping ability. Identifies components of the nursing regimen that may be delegated to nursing and allied nursing personnel. Provides emergency treatment and initiates emergency life saving measures as appropriate, i.e., cardiac arrest, shock, hemorrhage or overdose/poisonings, seizures, and emergency obstetric delivery.
- Provides health care and preventive services to healthy individuals, including guidance in nutrition, illness prevention, accident prevention, growth and development.
- Prescribes medications as delineated in the approved clinical privileges for symptoms and illnesses. Monitors effectiveness of medication, adjusting dosages as appropriate to patient response to medications.
- Evaluates medical aspects of the plan of care periodically, recognizing the need for reassessment by a physician and or health care professional.

- Recommends appropriate follow-up to patients and staff, making referrals when necessary. Assist in referral and medical management of patients requiring long term care.
- Document data, patient assessment and care plan in acceptable form in medical records.
- Assesses plans and is involved in meeting the health needs of community and group health needs, taking into consideration socio-economic, epidemiological and cultural influences. Develops and conducts health education classes and/or specialty clinics such as immunization, well-baby, nutrition, pre-natal care, parenting, women's health, men's health adolescent health or employee health. Adapts educational material/methods to meet the audience/patient level of understanding. Teaches and counsels patients and family on disease prevention and health maintenance techniques. Promotes responsible behavior and implements plans to further enhance patient/family understanding of medical problems.
- Collaborates with other health care professionals to develop treatment protocols, standards of practice and policies. Participates in ongoing quality improvement activities, including audits, chart reviews, development of review criteria, development of plans for improving performance and evaluation of effectiveness of actions in improving performance.
- Serves as a consultant and provides technical assistance to other health care providers and staff. Develops and conducts formal education (i.e., in-service) programs for hospital/clinic staff and other health care providers (i.e., in-services) programs for hospital/clinic staff and other health care providers (i.e., CHR, EMT, school nurses) in the community. Consults with other professionals regarding healthcare issues and complex medical problems. Serves as a preceptor for nurse practitioner students with clinical rotations in the clinic in community setting. Collaborates with community leaders to foster and promote a good relationship between the health care facility and the community.
- Participates in problem identification, literature review, data collection and interpretation of results for studies and research which will influence the improvement and/or change in patient care.
- Reviews and critiques current research, giving recommendations to medical staff for adapting current research results to current medical practice.
- Maintains and improves professional knowledge and skills by participating in seminars, accredited home study, in-service education and/or individualized preceptorship. Maintains current clinical competence through self-study, review of professional journals and tapes, etc.
- Routine duties shall include providing medical care and public health services to individuals eligible for services provided by the Spirit Lake Health Center in homes, schools, clinics, job sites, and other community locations within the Spirit Lake Health Center.

#### **Qualifications, Experience and education required:**

- Knowledge of the wide range nursing and nurse practitioner principles, concepts, practices and procedures applied in order to provide comprehensive and therapeutic health care to individuals and community groups.
- Knowledge of physical and psycho-social assessment and history taking skills (i.e., palpation, percussion, auscultation, listening and observation) in order to perform and complete physical examinations.

- Ability to interpret diagnostic tests and procedures and to analyze data in order to discriminate between normal and abnormal findings, communicate results and to identify early stages of serious physical, emotional or psychological problems, make a diagnosis, and to implement or modify treatment.
- Ability to assess and treat both minor and serious illnesses and health states such respiratory infections, lacerations, fractures, pregnancy, urinary tract infections, trauma, etc.
- Knowledge of prevention and health maintenance measures, disease control activities, and early identification of disease in order to provide health maintenance education to individuals and community groups.
- Knowledge of the customs, socio-economics, medical anthropology and special health problems (i.e., substance abuse, physical abuse, malnutrition, endemic diseases) of the populations served.
- Knowledge of public health principles and issues, health care systems and community-based resources in order to work cooperatively with community groups and leaders to provide quality health care.
- Knowledge of and ability to treat chronic health problems such as hypertension, diabetes, obesity, cardiovascular disease, substance abuse and nicotine addiction.

<b>Job Role:</b>		<b>Company Industry:</b>	Spirit Lake Tribe Spirit Lake Health Center
		<b>Closing Date:</b>	Until Filled
<b>Employment Status:</b>	Full Time	<b>Supervision</b>	Under general supervision of a physician.
<b>Monthly Salary Range:</b>	DOQ	<b>Manages Others:</b>	No
<b>Number of Vacancies:</b>	1		
<b>Please Send Application to:</b>			
<b>Name:</b>	Spirit Lake Human Resource Department	<b>Email:</b>	slthr@spiritlakenation.com
<b>Address:</b>	P.O. Box 97	<b>State</b>	North Dakota
<b>City:</b>	Fort Totten, North Dakota	<b>Zip/Postal Code:</b>	58335
<b>Phone:</b>	701-766-1203 or 701-766-1215	<b>Fax:</b>	701-766-1272

<b>Application Procedure</b>	Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.
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