

Beacon Health System- Busy, established cardiothoracic surgical program in the South Bend, Elkhart Indiana region consisting of 4 cardiothoracic surgeons and 5 PA's. We are looking to add a 6<sup>th</sup> PA to the practice. PA duties include morning rounds, first and second assisting, EVH, radial artery harvesting, ICU and step down care, office visits, consults, discharge summaries, and call rotation for surgery and ICU and floor calls. This program performs coronary artery bypass surgery, aortic valve surgery including mini incision AVR and TAVR, mitral valve surgery including small incision valve surgery, aortic cases including bentalls and circulatory arrest cases, all thoracic surgeries, esophageal cases, carotid surgery, and pacemakers. Looking for a PA with at least one year of experience but willing to train the right PA. Excellent benefits, CME allowance, PTO, medical and dental insurance available.

## Physician Assist-Surg (BMG)

### JOB SUMMARY

- Reports clinically to the Practice Site Physician(s) and administratively to the Practice Manager/Director. Under the direction of the physician(s) is responsible for the coordination and delivery of care for Beacon Health System patients. Assists the physician in the global management of patient care in pre-, intra- and post-operative settings.

### MISSION & VISION

- **Mission:** To enhance the physical, mental and emotional well-being of the communities we serve as the community's provider of outstanding quality, superior value and comprehensive health care services.

**Vision:** Our vision is to achieve:

- Innovative health care and well-being services of the highest quality at the greatest value
- Easy access and convenience
- Outstanding patient experiences
- Ongoing education involving physicians, patients and the community

### JOB SPECIFICATIONS

- **Education and Experience**
  - The knowledge, skills and abilities as indicated below are normally acquired through the successful completion of Bachelor's or Master's degree and the completion of an accredited program for Physician Assistants, current Indiana license and certification as a Physician Assistant.
- **Knowledge & Skills**
  1. Requires thorough and complete understanding of medical care practices, policies and procedures in order to function in area of specialty.
  2. Demonstrates high level of analytical ability necessary to assess patients and evaluate services rendered.
  3. Demonstrates well developed interpersonal skills necessary to interact in a professional manner with patients and families, physicians and other health care professionals.
  4. Demonstrates excellent communication skills, both verbal and written to disseminate information in a clear, concise manner.
  5. Demonstrates ability to function within legal boundaries of a Physician Assistant and utilize knowledge of governing statutes and rules.
- **Working Conditions**
  - Works in a clinic and hospital environment with some exposure to biohazards.
- **Physical Demands**
  - Requires the visual and manual dexterity and physical ability to meet the essential functions of the position.

### ESSENTIAL JOB DUTIES

***The below statements are intended to describe the essential job functions and level of work performed by individuals assigned to this classification. They are not to be construed as an exhaustive list of all job duties performed by the personnel occupying this position.***

1. **Assists in the operating room and provides pre-surgical and post-surgical patient care under the direction of the attending physician:**
  - Prepare patients for surgery (positioning, skin preparation, administration of local anesthetic).
  - Function as first or second assistant in the operating room and perform surgical exposure, surgical dissections, layer closure of wounds, application of immobilization devices and other duties based upon clinical specialty.
  - Assist with use of monitoring devices, including radiographic equipment.
2. **Coordinates and provides professional medical care for hospitalized patients under the direction of the attending physician:**
  - Complete daily rounds on inpatients and document medical plan.
  - Provide routine medical management of inpatient care including ordering of diagnostic tests, labs, x-rays, medications and nutrition.
  - Participate in multidisciplinary rounds and communication of treatment plans with surgeons, nursing staff and families.
  - Conduct procedures including, but not limited to: placement of indwelling lines and ICP monitors as determined by clinical specialty.
  - Make assessment of emergency conditions and initiate appropriate emergency care in the inpatient and outpatient setting until the arrival of the supervising physician.
  - Order medications and write prescriptions for routine and/or frequently used medications as delegated and in accordance with the Physician Assistant scope of practice.
  - Manage discharge of patients with appropriate disposition, follow up planning, adjunctive therapy management and education.
3. **Coordinates and provides professional medical care for patients in the outpatient setting under the direction of the attending physician:**
  - Obtain medical history and perform physical exam.
  - Develop and implement plan of care.
  - Document, code and complete diagnosis of patient's condition to facilitate appropriate insurance reimbursement.
  - Make appropriate referral for consultations.
  - Provide pre and post-operative patient education to patients and their families.
  - Perform therapeutic procedures, such as suturing, wound care, and infection management.
  - Respond to phone messages while "on call" as assigned.
4. **Keeps abreast of all pertinent legislation and maintains clinical expertise:**
  - Attend and participate in related seminars, conferences and educational offerings, as approved.
  - Develop and maintain affiliation with professional organizations.
  - Maintain current knowledge of all pertinent legislation relevant to physicians and staff.
5. **Contributes to the overall effectiveness of assigned BMG facility by:**
  - Assisting in planning changes in clinic/office procedures to improve the quality and delivery of health care.
  - Participating in Quality Improvement programs; monitoring quality and outcomes of care rendered.
  - Assisting in development and compliance of clinical protocols, policies and procedures.
  - Communicating with physicians to ensure the quality and timeliness for services rendered to patients.
  - Completing other job related duties as assigned.

## STANDARDS OF BEHAVIOR

- **Patient/Customer Centered**
  - Anticipates and takes proactive steps to ensure customer's needs are met
  - Places courtesy and service above routine and goes beyond customer expectations
  - Keeps patient/work environment neat and clean
  - Understands and applies job-related aspects of patient safety and identifies, reports and corrects safety concerns as quickly as possible
- **Respect**
  - Keeps others well informed
  - Practices active listening
  - Develops and maintains positive working relationships
  - Uses problem solving techniques to resolve issues and makes decisions within personal sphere of influence
  - Seeks to understand patient's experience
- **Integrity**
  - Demonstrates integrity and strong business ethics

- Utilizes time and resources in a prudent manner
- Strives to continually improve department processes and services
- Projects professional image through enthusiasm towards work, behavior and appearance
- **Compassion**
  - Demonstrates Beacon values verbally and through actions
  - Displays and exhibits caring behaviors with each interaction
  - Demonstrates self-awareness and sensitivity to the perceptions of others
  - Listens carefully to input and concerns and takes appropriate action
  - Interacts with dissatisfied customers in a calm, respectful manner and seeks resolutions
- **Trust**
  - Maintains confidentiality at all times
  - Fosters a sense of trust and collaboration among associates
  - Verbal and written communications are clear and effective
  - Responds to change in a positive manner

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## **ORGANIZATIONAL RESPONSIBILITIES**

- **Associate complies with the following organizational requirements:**
  - Attends and participates in department meetings and is accountable for all information shared.
  - Completes mandatory education, annual competencies and department specific education within established timeframes.
  - Completes annual employee health requirements within established timeframes.
  - Maintains license/certification, registration in good standing throughout fiscal year.
  - Direct patient care providers are required to maintain current BCLS (CPR) and other certifications as required by position/department.
  - Consistently utilizes appropriate universal precautions, protective equipment, and ergonomic techniques to protect patient and self.
  - Adheres to regulatory agency requirements, survey process and compliance.
  - Complies with established organization and department policies.
  - Available to work overtime in addition to working additional or other shifts and schedules when required.
- **Commitment to Beacon's six-point Operating System, referred to as The Beacon Way:**
  - Leverage innovation everywhere.
  - Cultivate human talent.
  - Embrace performance improvement.
  - Build greatness through accountability.
  - Use information to improve and advance.
  - Communicate clearly and continuously.