



## Greater Prince William Community Health Center

---

4379 Ridgewood Center Dr, Suite 102, Woodbridge, VA 22192  
Phone: 703.680.7950 Fax: 703.680.7953

**Position Description:** Family Nurse Practitioner

**Direct Report:** Medical Director

**Position Description:** Function as a Nurse Practitioner in an out-patient primary health care clinic serving patients of all ages regardless of socioeconomic level. Utilize professional skills in providing diagnosis and treatment of acute and chronic health problems along with preventive care focused on health risk factor reduction. Ensure efficient and effective patient care through joint planning and problem solving with clinic staff. Provide care consistent with medical best practices and the policies and procedures of the organization. Protect the dignity, privacy and confidentiality of patients and their families. Possesses the ability to work independently and collaborate, when appropriate, with other GPWCHC healthcare providers to offer integrated care to patients of all ages.

**Essential Functions:**

1. Performance of health assessments, including a thorough history and physical examination, ordering or performing certain diagnostic tests, evaluation of the psychosocial and family aspects of the situation sufficient to make a general health assessment, and diagnose the nature of common acute and chronic conditions at any/all of our operating sites.
2. Promotion and maintenance of family health, including planning of periodic health assessments and screening for early case findings, assessment and guidance with regard to health hazards, child rearing, good family health habits, family planning, mental and emotional problems and continued maintenance of contact and rapport with the family.
3. Management of common acute and chronic illness, including minor trauma, episodic problems, common chronic disorders, as well as counseling and education with regard to such problems, performance of minor surgical procedures and initiation of life-saving procedures in emergencies.
4. Referral of complex and high priority cases to the physician on duty with regard to complicated diagnostic problems, serious illness, complicated therapeutic problems, reevaluation of chronic conditions, etc.
5. Working as a member of the health care team, and assisting in education of patients and the target community in preventive health care and health maintenance concepts.
6. Completes Electronic Medical Records according to practice standards and closes charts within the appropriate time frame. Completes continuing education credits as necessary and appropriate.
7. Performs other duties as assigned.



## Greater Prince William Community Health Center

---

4379 Ridgewood Center Dr, Suite 102, Woodbridge, VA 22192  
Phone: 703.680.7950 Fax: 703.680.7953

### Qualifications, Education, and Experience:

1. Masters, Science of Nursing from an accredited program.
2. Board Certified by a National Nursing Certification Board as a Family Nurse Practitioner.
3. Current Virginia license to practice as a Nurse Practitioner with prescription authority.
4. Current DEA number, NPI number, and basic life support card.
5. Bilingual English/Spanish

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director's Signature

\_\_\_\_\_  
Date