

## **Physician Assistant**

Mountain Valley Orthopedics is an orthopedics' office which has offices located in East Stroudsburg, Brodheads ville, Tobyhanna and Milford, Pennsylvania. We are looking to add another Certified Orthopedic Physician Assistant to our ever growing busy practice. To be considered for the position, you will need to have a current PA State Medical License and board certified by NCCPA.

The duties of this position are but not limited to the following:

### **Patient Care:**

- Performs clinical assessment of new and established patients for conditions and injuries.
- Obtain medical history to include but not exclusive of current complaint, past medical history, family medical history, social history, medications, allergies, compliance with previous treatments and care plan, and determine which diagnostic and therapeutic procedures have been done.
- Provides acute and chronic patient care including orthopedic exam, wellness physical exams, pre-operative interview and exam (H & P), monitoring therapies, administering injections, minor office surgical procedures, and prescribing medications.
- Triage patient calls and take appropriate action or refer to appropriate physician or office staff.
- Timely document patient information and care provided in patient records. Maintain patient confidentiality.
- Educate patients and families as appropriate. Provide continuity of care.
- Review labs, diagnostics and physical therapy progress notes.
- Perform hospital rounds.
- Other duties as assigned by supervising physician.

### **Surgical Assistance:**

- Obtains preoperative history and performs physical examination of patient.
- Functions as first or second assistant in the operating room on primary or incidental procedures for which the sponsoring/ attending physician is approved.
- Provides preoperative and postoperative education to patient and family.
- Writes orders for treatment and diagnostic tests at the direction and co-signature of the sponsoring/ attending physician.

### **Medical Record Documentation:**

- Writes orders for medications including those categorized as Schedule II, III, IV and V controlled substances, as defined in Article II of the Pennsylvania Controlled Substances Act.
- Dictates reports for history and physical and discharge summary in electronic medical records

Work Ethic:

- Shows initiative and dependability including punctuality and attendance.
- Fosters a culture of outstanding patient service showing courtesy in interactions with patients, physicians and co-workers.
- Cooperative work attitude toward physicians, management, co-workers, patients, visitors, and physicians.
- Must have flexible work schedule with the ability to work early/ late as needed.

***Required:***

- Current PA state medical license or eligible for same.
- Certified by National Commission on Certification of Physician Assistants

**Preferred**

- 1-2 years-previous Electronic Health Records experience.
- 1-2 years-previous orthopedic experience