



## **THE COQUILLE INDIAN TRIBE**

### **Ko-Kwel Wellness Center**

**Job Title:** Physician Assistant  
**Department:** Ko-Kwel Wellness Center  
**Reports to:** Clinic Manager  
**FLSA Status:** Exempt Full Time  
**Salary Grade:** \$90,376 – \$141,212  
**Location:** Eugene

This position is a covered position as defined in the Coquille Indian Tribe Chapter 185 Child Protection Ordinance. Candidate must pass a pre-employment drug screen, Criminal, and Character Background Check.

---

#### **SUMMARY OF MAJOR FUNCTIONS**

Under the direct supervision of the Physician, the Physician Assistant serves as a medical provider at the Ko-Kwel Wellness Center and will provide same day access care for acute medical conditions.

#### **ESSENTIAL DUTIES and RESPONSIBILITIES**

1. Provides medical screening, evaluation, diagnoses and treatment of health problems, and routine outpatient surgeries and procedures.
2. Orders and interprets diagnostic and therapeutic tests relative to patient's age-specific needs.
3. Prescribes appropriate pharmacologic and non-pharmacologic treatments.
4. Facilitates staff, patient and family decision making by providing educational tools
5. Perform the required medical treatment on patients in an efficient, effective, and professional manner.
6. Assumes responsibility for assigned medical program services.
7. Provides emergency medical care.
8. Coordinate referral services with appropriate staff, eg. if patient's medical needs are beyond the limits of the facility or practitioner.
9. Obtain and document medical history of each patient including, but not limited to, the patient's chief complaint, his/her present condition, the patient's individual history and his/her family history.
10. Provides positive participation in committees, as assigned.
11. Assists with safety emergency preparedness, and disaster planning.
12. As necessary, serve in other areas of incumbent's discipline.
13. Other duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employee. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required.

#### **PHYSICAL REQUIREMENTS**

Requires the ability to communicate orally, repetitive movement of the wrists, hands and/or fingers, often requires walking, standing, sitting for extended periods of time, raising or lowering objects, stooping and occasionally requires lifting up to 25 pounds. Extended periods of sitting, standing, walking, and bending in small, enclosed areas is necessary.

There will be exposure to communicable diseases and handling stressful situations with patients and their families. Work is performed in a modern office setting.

The individual must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others.

#### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

Individuals must possess the following knowledge, skills and abilities or be able to explain and demonstrate that they can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

1. Demonstrated competency dealing with all age groups including neonates, infants, children, adolescents, adults, and geriatric patients.
2. Independent, mature judgment is required in dealing with individual patients, treatment plans, and referral of complex cases.
3. Ability to examine, diagnose, and provide medical treatment, seeking consultation as needed.
4. Ability to develop and maintain positive working relations with the Clinic staff, Tribal members and their families, as well as outside health professionals.
5. Ability to communicate effectively and relate to tribal and community members, staff, and federal, state, and local health agencies.

#### **REQUIRED QUALIFICATIONS**

- A. Must pass and graduate from an accredited Physician Assistant educational program.
- B. Ability to obtain and maintain appropriated Board certification and licensure with the State of Oregon.
- C. Must have or be able to obtain proper licensure and registration for the prescription and dispensing of narcotics and controlled drugs.
- D. Must have or be able to obtain ACLS Certification if requested.
- E. Must be eligible for malpractice insurance.
- F. Current and valid Oregon driver's license in good standing with no insurability issues as determined by the Tribe's insurance carrier is required.