

Nurse Practitioner 2 (9147C) University Health Services  
59569  
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=222976>

Downloaded On: May. 9, 2024 7:09am

Posted Oct. 5, 2023, set to expire Jun. 30, 2024

<b>Job Title</b>	Nurse Practitioner 2 (9147C) University Health Services 59569
<b>Department</b>	University Health Services
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Oct. 5, 2023
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Nursing - Clinical (all categories) Nursing - General
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**Job Description**

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**About Berkeley**

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

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The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and [our Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with up to 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](https://grow.berkeley.edu).

## Departmental Overview

UC Berkeley's University Health Services (UHS) is a comprehensive college health service providing fully accredited primary medical care, counseling and psychological services, and innovative health promotion programs for students, faculty, and staff. UHS provides on-campus medical care and coordinates supplemental needs for off-campus care through a network of community specialists and hospitals. The Clinical Services Program within the UHS includes urgent care, primary care and specialty clinics, laboratory, pharmacy, physical therapy, radiology, and a major medical insurance plan.

Approximately 65,000 visits occur annually including Primary Care, Urgent Care, Occupational Health and Specialty Clinics. Services are designed to enable students to get the most from their educational experience, minimizing the impact of illness, injury and emotional distress on their academic career. Medical care and wellness programs are available to faculty and staff to meet their occupational health needs and minimize lost work time. These visits generate ancillary encounters with the Radiology,

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Clinical Laboratory, Physical Therapy and Pharmacy departments. The Counseling and Psychological Services department sees an additional 15,000 visits per year.

### **Application Review Date**

The First Review Date for this job is: 10/9/23. The posting will remain open until filled.

### **Responsibilities**

#### **CLINICAL CARE**

In accordance with Process Procedures and consistent with community standards and UHS policies and procedures, provides direct patient primary care.

1. Takes appropriate health history according to presenting complaint and physical findings including pertinent negatives.
2. Conducts an appropriate physical exam corresponding to presenting complaint, and history.
3. Formulates appropriate medical and nursing assessment of patient problems.
4. Formulates appropriate disposition and/or treatment plan. Includes: ordering and interpreting diagnostic test(s), implementing therapeutic treatment modalities (including medications), and providing appropriate patient education.
5. Integrates patient education and instruction in health maintenance and disease prevention into practice including guidance in nutrition, risk factors, episodic illness, contraception, self care, and behavioral health.
6. Counsels and provides emotional support to patients as appropriate.
7. Discriminates between normal and abnormal findings and determines when to collaborate or refer to a physician and/or specialist for further evaluation and/or treatment.
8. Evaluates the total health care needs of patients and develops plans for comprehensive care.
9. Works collaboratively and cooperatively with the health care team in the management of medical, gynecological and urgent conditions.
10. Provides feedback and/or follow-up to patients in a timely fashion.
11. Determines the need for appropriate follow-up care and arranges for appropriate referrals of patients for further evaluation.
12. Consults colleagues when appropriate and in a professional manner.

#### **DOCUMENTATION OF PRACTICE**

Maintains professional standards of documentation.

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1. Records content of all patient encounters within the patient's electronic medical record utilizing standardized templates (or progress note using SOAP) and workflow.
2. Medical documentation is easily interpreted by all members of the health care team.
3. Charts in a timely fashion.
4. Charting reflects the process of care, patient progress and current patient status. All communications with patient should be recorded on EMR.
5. Documents ongoing and significant problems on the Problem List.
6. Updates current medications, allergies and significant medical history at each visit.
7. Completes appropriate forms including, but not limited to, work-related injury, encounter, ancillary and urgent care forms.
8. Appropriate referrals and documentation on EMR include in visit orders, referrals, request for insurance authorization, etc.

#### ORGANIZATIONAL RESPONSIBILITIES

Demonstrates a positive, constructive attitude that facilitates the goals and mission of the University Health Service.

Adheres to principles of quality, client-oriented standards.

1. Demonstrates professionalism, courtesy, and sensitivity in all interactions with patients and staff regardless of cultural, racial/ethnic background or sexual orientation.
2. Refers administrative inquiries, patient complaints/concerns to appropriate supervisors.
3. Knowledgeable of and adheres to all policies regarding patient rights and responsibilities, rules of confidentiality and patient privacy (HIPAA and FERPA).
4. Maintains an understanding of the social and environmental context of health on the college campus.
5. Arrives at workstation in a timely manner.
6. Submits leave requests in a timely manner.
7. Reliable attendance maintained.

Implements University and UHS policies and procedures.

1. Knowledgeable of UHS departments, services, and locations.
2. Knowledgeable of and adheres to operational, administrative, business, and personnel policies.
- a) Actively demonstrates a working knowledge of Clinical Services policies and procedures.

Works collaboratively with Health Services staff following a team approach. Other duties as assigned.

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## Required Qualifications

Must have completed a minimum of 3 years of practice as a nurse practitioner in a primary care setting

### Licenses and Certifications

- Active State of California RN license
- Active State of California NP Certification in Family Practice or Adult Primary Care
- NP Furnishing Number and DEA License
- Active National Board Certification
- BLS Certification

Organized and able to prioritize workload.

1. Assures timely patient care. Keeps pace within either appointment system or Urgent Care drop-in system and maintains appropriate pace within the limits of available resources and within expected goals of productivity.
2. Contributes to productivity of unit by demonstrating an ability to work efficiently.
3. Maintains professional communications.
4. Maintains a professional demeanor even when under pressure or difficult situations are encountered.
5. Demonstrates respect for co-workers by keeping a reasonably clean and well-organized work area.

Knowledgeable in emergency policies and procedures.

1. Knows emergency/disaster plan.
2. Knows use and location of emergency equipment at a level appropriate to the assigned unit.
  - a. Initiates basic CPR as needed.
  - b. Initiates ACLS as appropriate to training and resources.

Demonstrates understanding and consistently follows Standard Precautions.

Implements UHS Bloodborne Pathogen and all Infection Control policies.

Adheres to hours of work and payroll responsibilities.

Demonstrates flexibility in work schedules which may include rotation to other clinical areas as needed and may include evening and weekend shift assignment.

## Preferred Qualifications

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Experience in a college/university health setting.

### Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

- The budgeted hourly range that the University reasonably expects to pay for this position is (step 5.0) \$73.07 - (step 16.0) \$90.82.
- This is a 80-100% full-time (32-40 hours per week), career position that is eligible for full UC benefits.
- This position is non-exempt and paid bi-weekly.

### How to Apply

To apply, please submit your resume and cover letter.

### Other Information

- Your employment is dependent on obtaining and maintaining a credentialing clearance (if applicable), background clearance and medical clearance according to University Health Service policies.
- This position is governed by the terms and conditions in the agreement for the Nurse Unit (NX) between the University of California and the California Nurses Association (CNA). The current bargaining agreement manual can be found at:  
<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/nx/index.html>.

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### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### **Mandated Reporter**

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

### **Equal Employment Opportunity**

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

For the complete University of California nondiscrimination and affirmative action policy, please see the University of California [Discrimination, Harassment, and Affirmative Action in the Workplace](#) policy.

#TA-UHS

**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM.HRS\\_APP\\_SCH](https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCH)

**Contact Information**

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Please reference Academickeys in your cover letter when  
applying for or inquiring about this job announcement.

**Contact**

N/A

University of California, Berkeley

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