

The University of Texas at San Antonio

Job Description

Job Title: Physician Assistant
Code: 11755
Salary Grade: 63
FLSA Status: Exempt
Department/Division: Student Health Services
Reports To: Staff Physician

Summary

- Function: To provide patient care assistance in a clinical setting under the direction of a primary care physician in adult health and/or adolescent health.
- Scope: Responsible for the performance of routine and standardized tasks requiring considerable training, but not constituting the practice of medicine.

Duties

- Typical:
 1. Obtain complete medical history data from patients.
 2. Perform routine and specialized physical examinations with assessment of normal and abnormal findings.
 3. Determine tentative diagnosis and order appropriate laboratory tests.
 4. Formulate and present patient plan of care to staff physician based on examination findings and diagnostic test results.
 5. Execute patient plan of care as determined by staff physician.
 6. Provide follow-up and health maintenance care to patients in accordance with established protocols or specific instructions of the staff physician.
 7. Counsel and educate patients regarding health maintenance and disease prevention.
 8. Maintain complete and accurate records of contacts with patients.
 9. Participate in quality assurance reviews.
 10. Perform related duties as assigned.
- Periodic:
 1. Initiates, designs, and presents educational programs for patients, clinic staff and other audiences.
 2. Develop standards of care and patient education materials.
 3. Coordinate and supervise work of volunteers.

Education

| Required | Preferred |
|--|------------------|
| Graduation from a physician assistant training program approved by the council of Medical Education of the American Medical Association. | N/A |

Other Requirements

| Required | Preferred |
|---|------------------|
| Active license to practice medicine in the state of Texas under authorized supervision. | N/A |
| Current CPR certification. | |
| Criminal Background Check (CBC). | |

Experience

| Required | Preferred |
|---|---|
| Two years of primary health care experience as a physician assistant. | Two or more years of required experience in higher education, public work or school health. |

Equipment

| Required | Preferred |
|--|------------------|
| Standard medical and surgical instruments and equipment. | N/A |
| Personal computer and standard office equipment. | |

Working Conditions

| Usual | Special |
|--|--|
| Standard clinic and surgical conditions. | Possible exposure to blood borne pathogens, contagious illnesses and diseases. |
| Normal hazards associated with a medical clinic environment. | |

Supervision

| Received | Given |
|--|-------------------------------------|
| Medical supervision from staff physician. Minimal supervision while work is in process. | Periodic supervision of volunteers. |

Accuracy

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| Extreme proficiency in all duties performed. |
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Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.