11.1.5 A.3 FAMILY PLANNING NURSE PRACTITIONER JOB DESCRIPTION

Duties and Responsibilities:

General
1. Practice sound principles of public health nursing
2. Participate in the decision-making processes concerning the delivery of family planning services

Client Care
1. Assess the client’s family planning needs by obtaining and/or evaluating a medical social history.
2. Perform appropriate health assessment procedures including, but not limited to evaluation of the heart and lungs, thyroid, abdomen, and breast. Perform pelvic exam including visualization of the cervix, bimanual exam, and rectal as clinically indicated.
3. Orders and/or obtains and interprets related laboratory tests as indicated: Pap smear, cultures/tests for STD’s, hematocrit, urinalysis, HAI titer, pregnancy test, referral for other lab tests (thyroid profile, chem. Screening, two-hour blood sugar, HIV, lipid profile).
4. Instructs clients in the use of all contraceptive methods including safety, effectiveness, possible side effects, complications, danger signs, etc.
5. Utilize written protocols signed by the medical director for the performance of activities related to initiation or modification of medical therapeutic regime.
6. Provide counseling and teaching about family planning methods to include: oral contraceptives, IUD, diaphragm, spermicide, condoms, sponge, natural family planning, sterilization (male and female), cervical cap, hormone implants, and hormone injections.
7. Provide counseling and instruction about related health needs to include:
   a. Anatomy and physiology of reproductive systems.
   b. Infertility
   c. Human Sexuality
   d. Nutrition
   e. Breast self-exam
   f. Sexually Transmitted Diseases
   g. Other minor gynecologic concerns
   h. Good health care practices and value of fertility regulation
8. Perform laboratory test (Pap smears, STD testing, Wet smears, Hemocult, etc.)
9. Refer and follow-up clients with suspected abnormal conditions to medical resources
10. Refer clients to other sources of health care/community resources as indicated.
11. Maintain and review client records, including referral and follow-up system.
12. Participate in the quality assurance component of family planning, e.g. chart audit of nursing care standards.
13. Participate in in-service education for staff
14. Maintain professional expertise through continuing education.
15. Keep abreast of new information and materials by reviewing clearinghouse information, newsletters, and periodicals
16. Screen for physical abnormalities an refer any suspected abnormalities to medical resources.
17. Adhere to the minimum medical guidelines for Title X-funded programs.

Administrative Duties
1. Assist the clinic coordinator with the general function of the family planning program as assigned.
2. Assist in guiding conferences with the medical director and other professional staff for the purpose of case conferences and clinic management decisions.

Supervision Received
Work under the general supervision of the medical director and clinic coordinator. The practitioner is responsible to the clinic coordinator for administrative functions, nonmedical tasks and responsibilities.

Evaluation
1. Medial functions of the nurse practitioner will be evaluated by the medical director.
2. Administrative functions will be evaluated by the clinic Coordinator

Supervision Exercised
Supervise clinic nurse and other personnel as assigned.

Knowledge/Skills:
Professional nurse practitioner theory and practice in the area of family planning. Needs of clients in regard to sexuality, family planning concepts, family

Reports to:
Supervises:
Job Description Requirements:
Performance Knowledge, Abilities and Skills Required: