**Advanced Practice Nurse TAMU Standard Job Description**

**Classification Title:** Advanced Practice Nurse

**FLSA Exemption Status:**Exempt

**Pay Grade:** 15

**Job Description Summary:**

The Advanced Practice Nurse, under direction, provides primary health care to patients. Provides care coordination and patient education to enhance health outcomes. Assists in developing and implementing training programs.

**Essential Duties and Tasks**

**60% Patient Care**

* Provides primary health care to patients, which includes medical examinations, ordering and interpreting diagnostic tests, prescribing medications or treatments.
* Recognizes the need for consultation and/or referral for illness or injury and makes such referrals.
* Provides patient education and counseling regarding health maintenance and disease/injury prevention, and promotion of healthy lifestyles.
* Supports all relevant policies and procedures and acts as an advocate for these in communications with patients.

**30% Training and Administrative Support**

* Develops educational materials and training programs to support ongoing learning and skill development of staff.
* Leads and facilitates training sessions and provides hand-on guidance to staff.
* Provides mentorship and support to the healthcare team, offering guidance on best practices.
* Serves on clinical committees and participates in accreditation processes.
* Participates in quality improvement initiatives aimed at improving patient outcomes.

**10% Documentation**

* Completes legible, accurate, and appropriate documentation of patients’ encounters in medical records in a timely manner.

**Qualifications**

**Required Education:**

* Master’s degree in Nursing (MSN).

**Required Experience:**

* Four years of clinical experience in obstetrics or family practice as an Advanced Practice Registered Nurse.

**Required Licenses and Certifications:**

* Active and unrestricted APRN license in the State of Texas.
* Board Certification as a Certified Nurse Midwife (CNM), Women’s Health Care Nurse Practitioner (WHNP-BC™), or Family Nurse Practitioner (FNP-BC™).
* Neonatal Resuscitation Program (NRP) certified.
* BLS and NRP certified.
* Licensure/certification must be maintained for continued employment.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.
* Knowledge of evidence-based maternal care and family care practices
* Proficient in various technologies, including electronic health records, remote monitoring tools, and secure communication platforms.
* Proficient in virtual meeting platforms, including Zoom and Microsoft Teams.
* Proficient in Microsoft Office Suite.
* Ability to effectively communicate both orally and in writing and ensure understanding.
* Ability to work with sensitive information and maintain confidentiality.
* Ability to work independently with minimal supervision and as part of a team.
* Strong interpersonal, organizational, and time management skills.
* Excellent presentation skills.
* Knowledge of principles and methods for teaching and instructing individuals and groups.

**Additional Information**

**Machines and Equipment:**

* Laptop computer
* Remote Patient Monitoring machines include but are not limited to ultrasound, non-stress test, glucometer, blood pressure, ECG tracing, and weight scale.

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements
* This position may require up to 50% of travel.
* This position may require work beyond normal office hours and/or work on weekends.
* This position may allow an alternate work location per TAMU guidelines.
* This position is funded from grant and/or contract funding, which is renewed through provisions of the grantor of the contract. Therefore, this position is contingent upon the continuation of funding from these grants and/or contracts, as well as satisfactory job performance.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[x]  **Yes**

[ ]  **No**