



## CITY OF LONG BEACH CLASSIFICATION SPECIFICATION

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**TITLE:           PHYSICIANS ASSISTANT**

**DEFINITION:** Under general supervision of a licensed Public Health Physician, provides independent acute and/or routine medical care to specified outpatient populations; supervises and manages staff and directs programs.

**EXAMPLES OF DUTIES:**

- Obtains detailed medical histories;
- Performs physical examinations;
- Possesses ability to observe, assess, and record historical findings, signs, symptoms, reactions and progress;
- Evaluates physical signs and symptoms and historical information to assess patient conditions;
- Develops, institutes and completes measures to promote or maintain health and wellness;
- Orders, obtains, performs, interprets and utilizes laboratory and other diagnostic techniques and tests;
- Initiates emergency medical treatments;
- Administers local anesthesia;
- Performs minor surgical procedures (biopsy, suturing etc);
- Develops, implements, instructs, educates and counsels patients and families in physical and mental health issues;
- Utilizes and maintains knowledge of current and emerging health care trends in area of expertise as it relates to technology, techniques, issues and approaches;
- Maintains quality, safety and infection control standards;
- Communicates medical information to professional staff and /or the general public;
- Makes appropriate referrals for specialty care;
- Provides written prescription transmittal orders and has advance knowledge of pharmaceutical indications, contraindications associated with dosing side effects and/or proper administration, interactions, safety and effect;
- Dispenses or administers medications as appropriate;
- Maintains compliance with applicable federal, state and local laws and regulations;
- Makes administrative and procedural decisions;
- Trains and certifies licensed and unlicensed clinical and professional staff;
- Supervises, coordinates and directs staff, clinical services, programs and contractual agreement activities;
- Develops, coordinates and implements quality management plans, policies, procedures and protocols;



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- Performs clinical research and publishes findings;
- Develops clinical services programs;
- Notifies supervising physician regarding any unusual or unexpected events or problems requiring direct physician consultation;
- Reviews invoices for appropriateness, as needed;
- Performs other related clinical services and duties as required.

### **MINIMUM REQUIREMENTS:**

A valid State of California license as a Physician Assistant from the California Medical Board of Quality Assurance, Physician Assistant Examining Committee;

Graduation from an accredited college or university with a Bachelor's degree in Physician Assistant studies or a closely related field and a minimum of two (2) years of progressively responsible experience in primary care services or public health and/or human services programs, including one year in a supervisory capacity;

Possession of a valid Basic Life Support for Health Care Providers card;

A valid California motor vehicle operator's license.

A Masters of Science Degree in Physician Assistant studies or a closely related field may be substituted for one year of the required experience.

Experience offering specific and substantial preparation for the duties of the position may be substituted for the education on a year-for-year basis.

### **DESIRABLE QUALIFICATIONS:**

Possession of a State of California license to dispense written prescription transmittal orders from the Federal Drug Enforcement Agency;

Board certification or eligibility of a specialty status (i.e. Orthopedics, Emergency Medicine, Infectious Disease/HIV) for some positions.

### **HISTORY:**

Established: 07/21/2006

Approval: 07/21/2006 Human Resources  
08/02/2006 Civil Service