Title: Nurse Practitioner – SAFE-CARE Provider

FLSA Class: Non-Exempt  EEO Category: Professional  WC Class: 8861
Job Title #: 240002  Salary Grade:  Purchase authority: 2

Date Approved: 12/20/2019

Purpose of Position

Provides and directs all medical services for clients for who there are concerns of child abuse and/or neglect.

Major Duties (*Essential Element)

- Conduct forensic medical SAFE-CARE of child and adult victims *
- Attend and participate in regular monthly Case Review meetings *
- Provide court testimony as needed
- Maintain current license/certifications required to perform professional duties, including SAFE-CARE certification *
- Develop and maintain client files and or data required by funders, certification bodies, etc. to include maintaining QIS (Visual Share) for Missouri Kids First *
- Work with assigned oversite to maintain compliance and program integrity
- Ensure 24/7 after hour coverage of medical staff
- Other duties as assigned for the betterment of Great Circle

Competencies

- Leadership – possesses leadership skills and behaviors that contribute to superior performance; effectively manages change, problem solving, decision making, managing workload
- Judgment – ability to make thoughtful decisions in a timely and confident manner
- Execution & Results – ability to adapt to change, effectively cope with the unexpected, systematically problem solve, follow-through and ensure accuracy
• **Customer Focus** – properly interacts with others, the ability to work independently or with a team, ethically minded
• **Motivation & Work Ethic** – demonstrates personal integrity by operating in an accountable, reliable, and respectful manner

**Required Education and Experience**

• Master of Science in Nursing (Family Nurse Practitioner)
• Certification and licensure requirements to practice as advanced nurse practitioner in the state of Missouri
• Minimum one (1) year nursing experience
• Satisfactory completion and documentation of competency-based training in the performance of child abuse medical evaluation including initial SAFE-CARE training, annual SAFE-CARE updates and any other training as required by certifying bodies to maintain nurse practitioner certification
• Current SAFE-Care Certification (Training may be employer provided)

**Preferred Education and Experience**

• Experience working with children and families in a trauma informed environment

**Qualifications**

• Possesses a current, valid MO driver's license and meets the Great Circle requirements for driver's insurance
• Strong communication, interpersonal, and computer skills
• Demonstrated ability to read, write, speak, and understand the English language proficiently
• Ability to use independent judgment and manage confidential information
• Ability to operate in a challenging, ever-changing, multidisciplinary team environment
• Excellent interpersonal skills
• Self-motivated, organized and disciplined

**Working Conditions**

Office environment. Working environment generally favorable.

**Physical Demands**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. This person must be able to sit or stand at a personal computer for a reasonable length of time typing and reading. This person must be able to see, hear, speak, walk, and sit. Must be able to use hands and fingers to handle or feel objects, tools, or controls; reach with hands and arms; stoop, kneel, crouch, or crawl. Vision abilities required for this job include close vision, distance vision, peripheral vision, depth perceptions, and the ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
Budget Responsibility
None

Supervisory Responsibility
None

Employee signature below constitutes employee’s understanding of the requirements, essential functions and duties of the position.

Employee printed name: ____________________________
Employee signature: ____________________________ Date: __________