



### Position Description

<b>Classification Title:</b>	Advanced Practice Provider, HS026
<b>Working Title:</b>	Mental Health APP
<b>Supervisor's Working Title:</b>	Medical Services Director
<b>Hours/Shift:</b>	0.4 FTE academic year position, exact hours TBD within Student Health Service regular hours - 7:45-4:30 Monday through Friday
<b>Department:</b>	Student Health Service
<b>Supervisory Position:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Employee Category:</b>	Academic Staff
<b>FLSA Status:</b>	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-exempt
<b>Date Created/Updated:</b>	1/28/2022
<b>Position of Trust:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Defined as: Having access to vulnerable populations, property access, financial/fiduciary duties, and all executive positions)
<b>Position of Trust with Access to Vulnerable Populations:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Defined as: Position requires unsupervised or significant access to minors, under the age of 18 who are <u>not</u> enrolled or accepted for enrollment at a UW System Institution, and medical patients)

#### Position Summary

The University of Wisconsin- Stevens Point (UWSP) Student Health Service (SHS) is an outpatient clinic that provides student-centered health care that empowers and promotes wellness for their students. At SHS we acknowledge that there are varied identities and differences in race, ethnicity, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political perspective, and socio-economic status that we seek to proactively engage, respect, and understand. Through our actions as SHS staff and the inclusive environment our clinic provides, we ensure that every patient who seeks care at SHS feels welcomed.

The Mental Health Advanced Practice Provider provides a wide range of mental health care to students with a focus on prevention, patient education and health promotion. The individual in this position will work collaboratively with Student Health Service provider staff, providing consultation as requested, and will be available for consultation with Counseling Center staff.

#### Primary Responsibilities:

	<b>% of Time Spent</b>
<ul style="list-style-type: none"> <li>Maintains successful credentialing and core mental health privileges per credentialing and privileging policies and standards.</li> <li>Provides outpatient advanced practice mental health care to students in collaboration with a licensed psychiatrist. Scope of care provided includes primary medical mental health care, as well as caring for more complex psychiatric illnesses. Assists SHS primary</li> </ul>	90%

<p>care providers in the management of care for students with chronic psychiatric illnesses and disabilities.</p> <ul style="list-style-type: none"> <li>• Provides mental health care to students by obtaining patient histories, conducting on-going risk assessments, and ordering and evaluating diagnostic tests. Develops an appropriate treatment plan, including prescribing medications.</li> <li>• Maintains timely documentation using EMR.</li> <li>• Provides continuity of care to patients and coordinates referrals both on and off campus.</li> <li>• Works collaboratively with SHS providers and staff.</li> <li>• Participates as a member of the SHS response team in the event of a campus emergency.</li> <li>• Provides patient education, health education and/or health promotion services with an emphasis on the patient's culture, lifestyle, stressors, genetics, health risk factors and treatment goals.</li> <li>• Promotes health maintenance, promotion and self-advocacy by individualized teaching and providing information for self-care and behavioral change for each student as appropriate. Identifies and responds to students at risk for serious health conditions.</li> <li>• Participates in the general development of Student Health Service educational materials.</li> <li>• Keeps current with new developments in clinical care by attending in-service programs, professional conferences, reading professional literature and participating with Student Health Service staff in numerous settings.</li> </ul>	
<p><b>Professional Development and Committees</b></p> <ul style="list-style-type: none"> <li>• Maintain current professional licensure.</li> <li>• Maintain current certification in adult CPR/BLS.</li> <li>• Serve on Student Health Service (SHS) committees as assigned by Medical Services Director.</li> <li>• Participate in quality assurance committee activities. This committee provides peer review feedback to clinical staff.</li> <li>• Participate in an annual performance evaluation completed by the Medical Services Director.</li> <li>• Prepare a professional development plan as part of the annual performance evaluation.</li> <li>• All staff members are expected to actively attend meetings, read department email notices, and participate in the process of continuous quality improvement.</li> </ul>	10%
<p><b>Community Service</b></p> <ul style="list-style-type: none"> <li>• In addition to assigned community service activities, with prior approval, staff may be involved in a wide variety of University or community activities.</li> </ul>	minimal
<p><b>Additional Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Other duties as assigned by the SHS Medical Services Director</li> </ul>	minimal
<p><b>Commitment to Diversity</b></p> <ul style="list-style-type: none"> <li>• SHS staff members will promote and support Student Affairs' commitment to equity, diversity and inclusivity among our students and the overall campus community.</li> </ul>	

## **Qualifications – Knowledge, Skills, and Abilities:**

### **Required Knowledge, Skills, and Abilities**

- Master's or Doctoral degree in Nursing.
- Board Certification as a Psychiatric Mental Health Nurse Practitioner (PMHNP-BC) by the American Nurses Credentialing Center (ANCC).
- Current RN and APNP unrestricted licenses issued by the state of Wisconsin.
- Current/active Drug Enforcement Administration (DEA) registration.
- Current Basic Life Support (BLS) for Healthcare Providers certification.
- Recent and relevant work experience in psychiatric evaluation and treatment.

### **Preferred Knowledge, Skills, and Abilities**

- Minimum two years' experience in psychiatric evaluation and treatment.
- Experience working in higher education &/or working in outpatient behavioral health setting with young adult population.
- Ability to communicate effectively in written and verbal format.
- Strong critical thinking skills.
- Knowledge of and ability to work effectively with an electronic health record.
- Ability to work collaboratively with a multidisciplinary team.
- Demonstrated ability to interact effectively with persons of diverse socio-economic, racial, ethnic, international, and LGBTQ+ backgrounds, including knowledge and sensitivity about multicultural issues.
- Working knowledge of Microsoft Office, including Outlook, Word, and Excel.
- Knowledge of FERPA and HIPAA regulations.
- Experience with providing telehealth.

### **Physical Effort/Demands:**

- Sitting
- Standing
- Walking
- Lifting your arms above your head to reach high, possibly difficult, areas
- Kneeling
- Squatting
- Bending
- Stooping
- Twisting
- Frequently lift 1 – 10 pounds
- Occasionally lift 15 pounds

### **Equipment Operated:**

- Various computer systems and/or software, calculator, fax machine, office copier, telephone, and other electronic office devices

### **Working Environment:**

The noise level in the work environment is usually quiet.

This position description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

UW-Stevens Point is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the University will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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Employee Name

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Date

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Employee Signature

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Date

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Supervisor Name

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Date

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Supervisor Signature

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