



Job Description: Advanced Practice Nurse

Chicago Women's Health Center (CWHC) was established in 1975 as a feminist health collective. CWHC's mission is to facilitate the empowerment of women and trans* people by providing health care and health education in a respectful environment where clients pay what they can afford. All services are provided on a sliding scale and regardless of a client's ability to pay. CWHC values diversity, striving to represent the communities it serves and to be affirming of all identities and life experiences. CWHC's modified collective structure means that every member has input into policy decisions and shares responsibility for the work of the organization.

Position Description

CWHC began its transition to a Nurse Practitioner-led clinic 3 years ago, enabling the expansion of services to address primary care concerns and the ability to bill insurance. The Advanced Practice Nurse's focus will be to provide direct primary care to clients, including addressing mental health concerns within primary care visits and in collaboration with Counseling and Integrative Health Services. Additionally, practitioners will work with a team of health educators and volunteer physicians to provide care in the areas of gynecology, alternative insemination and transgender hormone therapy. Services will be delivered in a way that allows for longer client visits, client participation, education and preventative care, a model we believe results in improved client care as well as a more relaxed and satisfying work environment for providers. The health care team includes part-time and full-time Advanced Practice Nurses, including this position, who will work closely to fulfill the job functions and provide leadership to support our primary care services and Nurse Practitioner model. This position may require being accessible by phone after business hours on a limited basis. As a part of the leadership team in a modified collective setting, the Advanced Practice Nurse will promote collaborative work processes, open communication, and self-responsibility.

Primary Responsibilities:

Provide direct client care following CWHC's model of care 80%

- Create a safe, comfortable and non-judgmental environment for clients of all genders and identities.
- Provide culturally responsive care with an emphasis on client education.
- Perform comprehensive or focused health history, physical exam, diagnosis, and treatment.
- Demonstrate effective documentation in paper charting.
- Complete documentation and record keeping required for insurance billing systems.
- Oversee client follow-up for abnormal results.
- Consult with Medical Director on client care as defined per collaborative agreement.
- Utilize a collaborative approach to supervising the clinical team and delegation.
- Act as resource to clinic staff.

In collaboration with provider team, develop and enhance clinical services and systems 10%

- Enhance clinic operation systems including the integration of primary care and Advanced Practice Nurses into the clinical team.
- Assist with developing scope and protocols for clinical services.
- Assist with expansion of insurance billing systems.
- Provide training to health educators in primary care topics.

- Participate in client case review and other professional development activities to ensure quality care.
- Participate in developing and implementing quality improvement plans.
- Attend monthly program committee meetings and staff meetings.

Participate in collaborative leadership approach to program and organizational management 5%

- Contribute to planning and implementation of organizational policies and practices.
- Contribute to the development and implementation of committee goals and objectives, evaluation and budgets.

Collective Involvement 5%

- Join ad-hoc committees as needed (based on interest and/or specific skill set or position).
- Review meeting minutes from all programs to stay informed about health center activities.
- Participate in annual budget assessment process.
- Support CWHC through events attendance and community networking.
- Attend, actively participate, and vote in Collective Meetings (4 meetings per year).

Qualifications and Requirements:

- Completion of advanced practice nursing program and board certification through ANCC or AANP. Examples: Adult Nurse Practitioner, Family Nurse Practitioner, or Women’s Health Nurse Practitioner
- Registered Professional Nurse licensure and Advanced Practice Nurse licensure by the State of Illinois or the ability to obtain Illinois licenses by the start date
- Experience in primary care and ability to provide primary care to clients of all gender identities
- Willingness to enter into collaborative agreement with CWHC physician
- Certification in Basic Life Support CPR
- Two or more years of experience as Advanced Practice Nurse preferred. New graduates will be considered.

Skills

- Demonstrated clinical competency in relevant areas
- Experience providing care to trans-identified clients preferred
- English/Spanish bilingual strongly preferred
- Experience in routine gynecology preferred
- Understanding and interest in participating as a leader in a modified collective structure

Benefits:

We are hiring for full and part-time positions. The salary is commensurate with experience. The person in this position will be considered a collective member of CWHC.

To Apply:

Please send cover letter and resume to NPSearch@chicagowomenshealthcenter.org. Applications will be accepted until the position is filled.

CWHC is an equal opportunity employer and is committed to creating a workplace free from discrimination. No one will be denied opportunities or benefits based on age, color, race, sex, national origin, religion, marital status, sexual orientation, gender identity, gender expression, political belief, or disability, either visible or invisible. People of all backgrounds, particularly people of color and trans/gender expansive individuals, are encouraged to apply.