



Valley Community Healthcare is one of Los Angeles' larger community-based health centers. Located in the San Fernando Valley with a stellar 44-year reputation, we provided over 90,000 medical visits last year and are looking to expand. Core programs include primary care, pediatrics, adolescent teen health center, dental, optometry and mental and behavioral health. VCH participates in state and local disease collaboratives, and QI programs.

We are seeking a board certified, California licensed, full time Family Nurse Practitioner to work in our health center. Bilingual in English and Spanish is a plus.

Essential Job Functions:

1. Clinical

- Per specialty, perform complete examination of patients including adults, children and infants
- Assess and manage acute and chronic conditions and participate in disease registry
- Screen all patients for health maintenance needs, including immunizations
- Educates patients and family members in health promotion, disease prevention and birth control methods as appropriate
- Assists in preparation and selection of patient education materials
- Provides preliminary telephone consultation to patients, when requested, inviting patients to be seen in VCH preferentially. Also, contact patients for follow-up care in case of life threatening illness
- Helps coordinate efficient flow of patients through the system of care
- Helps monitor status of referrals
- Obtain and review patient histories and develops patient care charts, ensuring completeness and accuracy

2. Administrative

- Participate in Quality Assurance, peer review and maintain confidentiality
- Participate in quality improvement, chart audits, and process improvement programs both system wide and cluster specific
- Participate in cluster specific meetings and administrative task as assigned by Medical Director or cluster lead Clinicians
- Helps in recording of no-show visits and lab results/refills
- Participates or collaborate with marketing and other health education staff on education and patient recruitment health fairs
- Maintain current knowledge-base and appropriate licensure
- Maintain productivity per VCH standard
- Ensure compliance with license requirements as stated in Title 22
- Performs miscellaneous job-related duties as assigned



Minimum Qualifications:

Must be registered in the state of CA as a Nurse Practitioner. Two (2) years experience working in a community clinic or other healthcare setting is a must. Bilingual English/Spanish preferred.

***Responsibilities and tasks outlined in this document are not exhaustive and may change as determined by the needs of the company.**

VALLEY COMMUNITY HEALTHCARE IS AN EQUAL OPPORTUNITY EMPLOYER

VCH offers competitive salaries and benefits along with CME allowances, license reimbursement and loan repayment.

Application: Please submit a resume, cover letter and salary expectation to our Human Resources Department at Valley Community Healthcare, 6801 Coldwater Canyon Ave. Suite 1B North Hollywood, CA 91605, or by email to hr@vchcare.org, or fax to (818) 763-7231.