UNIVERSITY OF SOUTHERN CALIFORNIA

Physician Assistant

Job Code: 187627

Grade: HH
OT Eligible: No
Comp Approval: 6/8/1994

JOB SUMMARY:
Performs diagnostic, therapeutic, preventive and health maintenance services under the direction and supervision of a physician.

JOB ACCOUNTABILITIES:

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

<table>
<thead>
<tr>
<th>E/M/NA</th>
<th>% TIME</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____</td>
<td>_____</td>
<td>Obtains detailed and accurate medical histories from patients. Performs appropriate physical examinations, delineates problems, and records the information.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Develops and implements patient management plans, including the coordination of referrals to specialty and social services, the recording of progress notes and the provision of continuity of care.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Performs and/or interprets common laboratory, radiological, cardiographic, and other routine diagnostic procedures used to identify pathophysiological processes.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Performs procedures such as injections, immunizations, lumbar punctures, skin biopsies, suturing and wound care and manages conditions produced by infection or trauma.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Provides continuity of care in the management of complex illnesses and injuries under the supervision of a physician. Performs evaluation and therapeutic procedures in response to life-threatening situations.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Instructs and counsels patients regarding compliance with prescribed therapeutic regimens, family planning, emotional problems of daily living, and health maintenance.</td>
</tr>
<tr>
<td>_____</td>
<td>_____</td>
<td>Facilitates the referral of patients to other health and social service agencies when appropriate. Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.</td>
</tr>
</tbody>
</table>

EMERGENCY RESPONSE/RECOVERY:

Essential: [ ] No  [ ] Yes
In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.
JOB QUALIFICATIONS:

Minimum Education:
  Associate's Degree

Minimum Experience:
  1 Year
  Combined education/experience as substitute for minimum experience

Minimum Field of Expertise:

Preferred Education:
  Bachelor's Degree

Skills: Other:
  Assessment/evaluation
  Communication -- written and oral skills
  Counseling
  Knowledge of applicable laws/policies/principles/etc.
  Lead/Guidance Skills
  Organization
  Problem identification and resolution

Supervises: Level:
  May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: ___________________________ Date:_____________________________

Supervisor: ___________________________ Date:_____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

The University of Southern California is an Equal Opportunity Employer