

# County of Santa Cruz

INVITES YOU TO APPLY FOR:



## Physician's Assistant / Nurse Practitioner

Bilingual (English/Spanish) Candidates  
Encouraged to Apply

Supplemental Questionnaire Required

Open and Promotional

Job # 23-PJ3-01

Salary: \$13,476 – 15,163 / Month

**Plus \$20,000 sign on incentive\***

Closing Date: Continuous

**THE JOB:** Under direction, to provide professional level primary health care to patients with complex chronic and acute health conditions in a variety of outpatient clinics and detention facilities; to perform physical examinations and to diagnose and treat patients; and to do other work as required. **The eligible list established from this recruitment will be used to fill the current and future vacancies throughout the life of the eligible list.**

**THE REQUIREMENTS:** Any combination of training and experience which would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be to possess one of the following certificates or licenses:

Pursuant to Section 3503 of the Business and Professions Code, possess a California license to practice as a Physicians' Assistant.

**OR**

Pursuant to Section 2835 of the Business and Professions Code, possess a California certificate to practice as a Nurse Practitioner.

**OR**

Pursuant to Article 2.5 of the Business and Professions Code, possess a certificate to practice as a Nurse Midwife.

**Special Requirements:** In addition to the core requirements for this class, incumbents may be required to possess credentials demonstrating specialties in any one of the following areas for certain positions. Nurse Practitioners: Family Practice NP, OB-GYN NP, Family Planning NP, Pediatric NP, Geriatric NP or Certified Nurse Midwife. Physicians Assistants: Women's Health Care Specialist.



**Knowledge:** Working knowledge of the principles, practices and procedures used to detect, diagnose and treat common health problems; medication and drugs commonly prescribed, including medications therapeutic effect, side effects, reactions and contraindications; scope of responsibilities, diagnosis and treatment techniques and procedures applicable within specific licensure and assignments (note: licensure and certification requirements may vary depending on assignments); control and care of chronic and communicable disease, illness and handicapping conditions; normal and abnormal values of laboratory tests and their clinical significance; medical laws and regulations and the ethics of patient care and basic interviewing and counseling techniques. Some knowledge of community resources and referral systems and services provided by local health agencies.

**Ability to:** Assess health status of patient; take complete medical history, perform physical examinations, evaluate results and identify abnormal health conditions; identify and manage health problems; develop and implement treatment plans for patients according to standardized procedures and protocols; analyze and interpret health information and data including laboratory test results; order laboratory procedures and appropriate prescriptions under standardized procedures and policies; use specialized equipment such as doptone and microscope; establish and maintain effective working relationships with others; write clear and concise medical reports; instruct and counsel patients on matters pertaining to health; recognize and evaluate situations which call for the immediate attention of a physician; work effectively under pressure in stressful and emergency situations; deal effectively with manipulative, hostile and sociopathic behavior and learn to access, input and analyze data using a computer terminal.

**THE EXAMINATION:** Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

**HOW TO APPLY:** Apply online at [www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com) or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

**Women, and people of color, and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.**

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require Fingerprinting and/or Background Investigation.

**EMPLOYEE BENEFITS:**

**\*\$20,000 sign on bonus** – initial payment of 50% within 30 days of start date. Remaining 50% of payment upon completion of one calendar year of service.

**ANNUAL LEAVE** – 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

**HOLIDAYS** – 14 paid holidays per year.

**BEREAVEMENT LEAVE** – 3 days paid in California, 5 days paid out-of-state.

**MEDICAL PLAN** – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

**DENTAL PLAN** – County pays for employees and eligible dependent coverage.

**VISION PLAN** – County pays for employee coverage. Employees may purchase eligible dependent coverage.

**RETIREMENT** – Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit is determined by final average compensation of three years. County participates in Social Security.

**LIFE INSURANCE** – County paid \$20,000 term policy. Employees may purchase additional life insurance.

**DISABILITY INSURANCE** – Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

**DEPENDENT-CARE PLAN** – Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

**H-CARE PLAN** – Employees who pay a County medical premium may elect this pre-tax program.

**HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA)** – Employees may elect this pre-tax program to cover qualifying health care expenses.

**DEFERRED COMPENSATION** – A deferred compensation plan is available to employees.

**Note: The provisions of this bulletin do not constitute an expressed or implied contract.**

**PHYSICIANS ASSISTANT/NURSE PRACTITIONER  
SUPPLEMENTAL QUESTIONNAIRE**

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**NAME:**

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The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your responses must also be included in the Employment History section of the application.

**NOTE: Please answer the supplemental question(s) as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for moving to the next step in the recruitment process.**

1. Describe your experience working in a community clinic setting.
  
2. Describe your experience working with electronic health records.
  
3. Describe your experience working with medically and socially complex patients, including pain management.

(Note: Selective certification to positions may be based on the type of credentials required for the position and the area of specialization noted above.)

**LIVE Here      WORK Here      PLAY Here**