Announcement No: T38-04-062 **Opening Date: 10/30/03** **Closing Date: Open Until Filled**

Department of Veterans Affairs **Medical Center** **Portland Oregon**

V a c a n c y A n n o u n c e m e n t

POSITION: Physician Assistant, AD-603-11/12 **NUMBER OF VACANCIES: 2 Full-time positions**

FUNCTIONAL STATEMENT: Physician Assistant

TYPE OF APPOINTMENT: Temporary, not to exceed 2 years. (May be made permanent at a future date without further competition based on workload, staffing and budget)

SALARY RANGE: AD-11: $53,007 to $65,904; AD-12: $58,189 to $75,646 per annum. Salary is dependent upon qualifications and experience.

NOTE 1: *First consideration will be given to those who respond by **11/12/03**.*

NOTE 2: *This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.*

NOTE 3: *Appointment to positions at this facility requires completion of a background investigation. Candidates selected must complete the investigation request, and will be fingerprinted prior to appointment.*

NOTE 4: *A pre-employment physical examination may be required for any applicant tentative selected from outside the VA Medical Center.*

NOTE 5: *A recruitment bonus may be available to a high quality candidate.*

NOTE 6: *A drug test may be required for any applicant tentatively selected from outside the VA Medical Center.*

NOTE 7 *This is a Non-Bargaining Unit Position.*

TOUR OF DUTY: *Position is dayshift, M-F. The work conditions may require some rotation in the tour of duty.*

LOCATION: This position is located in the Division of Hospital and Specialty Medicine, Portland OR Division. It may be necessary to utilize the selected person's services at a different Medical Center location if conditions require it in the future.

AREA OF CONSIDERATION: Any qualified U.S. Citizen.

DUTIES: The complete Functional Statement may be reviewed in Human Resources Management Division. The following duties and responsibilities are taken from the functional statement and are considered to be a brief extract: The Physicians' Assistant (PA) in Hospital Medicine functions under the supervision of physicians with delineated clinical privileges granted by the Medical Staff. The PA in Hospital Medicine is a member of an interdisciplinary team providing care to patients receiving inpatient internal medicine care. The PA in Hospital Medicine provides inpatient histories, physical examinations, orders, daily (or more frequent) progress notes, discharge summaries, and communications to referring and outpatient providers. The PA assesses patients, orders and interprets diagnostic and therapeutic tests/studies, initiates consults and referrals, prescribes medications and supplies in accordance with VA policy, VA formulary and State regulations. Formulates and initiates health care teaching for hospitalized patients and their families.

Qualifications:
A. Current active license as a Physician's Assistant in the State of Oregon.
B. Certification by the National Commission on Certification of Physician's Assistants (NCCPA).
C. Graduation from a PA program certified by the ARC-PA.

HOW TO APPLY: In order to be considered for this vacancy, interested applicants must complete and submit:
A. VA Form 10-2850c, Application for Associated Health Occupations. (Resumes may be attached to the official application)
B. OF-306, "Declaration for Federal Employment.
C. DD-214, "Certificate of Release or Discharge from Active Duty" (if claiming veterans preference and/or VRA eligibility).
D. SF-15, "Application for 10-point Veteran Preference" (with required documentation for proof). (if applicable)
You may obtain these forms by contacting one of the Personnel Clerks at (503) 273-5236 or you may visit the Human Resources Management Division Office, Building 16, Room 300, 3710 SW US Veterans Hospital Road, Portland, OR 97207. You can return or mail your completed application to the above address **ATTN: Announcement T38-04-062.**

Well Qualified (CTAP/ICTAP): A well-qualified candidate Is defined as one who meets the qualification and eligibility requirements for the position, including all educational/experience and selective factors (when applicable), and is able to satisfactorily perform the duties of the position upon entry.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified candidates will receive equal consideration without regard to race, religion, color, national origin, sex, politics, marital status, non-disqualifying physical or mental handicap, age or membership or non-membership in a labor organization.

HOW TO OBTAIN FORMS:

Forms are available online at www.portland.med.va.gov/hr

In Portland:
VA Medical Center
Human Resources Management Division
3710 SW US Veterans Hospital Road, (Bldg. 16, Room 300)
Portland, OR 97239. Phone # (503) 273-5236

If Mailing:
VA Medical Center,
Human Resources Management Division (P4HRMS)
P.O. Box 1034
Portland, OR 97207

Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications. Applications must be received in Human Resources Management Division in the Portland office as listed above. ***First consideration will be given to those who apply no later than 11/12/03, however this position will remain open until filled***. Applications will not be returned to applicants. For additional information you may contact Personnel (503) 273-5236.

JB/rgf