<table>
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<th>CLASSIFICATION SERIES:</th>
<th>SERIES NO.:</th>
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<td>Physician Assistant</td>
<td>6532</td>
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**MAJOR AGENCIES:**
Mental Health, Rehabilitation & Correction, DODD, and DYS

**EFFECTIVE DATE:** 2/27/2011

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**SERIES PURPOSE:**
The purpose of the physician assistant occupation is to provide general medical care to patients under general supervision from a licensed physician administrator.

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**CLASS TITLE**
Correctional / Physician Assistant

**JOB CODE**
65321 / 65322

**PAY GRADE**
15

**EFFECTIVE**
2/27/2011

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**CLASS CONCEPT:**
The full performance level class works under general supervision & requires considerable knowledge of medicine & psychology in order to provide general medical care to patients with prescribing authority.
Correctional / Physician Assistant

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<th>JOB TITLE</th>
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<td>Correctional / Physician Assistant</td>
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**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Under supervision & control of licensed physician:

1. Creates & implements patient care plan & performs advanced medical duties within boundaries of licensure:
   a. Monitors progress of patients & intervenes in the course of chronic illnesses using agency policies & protocols for guidance.
   b. Performs routine physical examinations of patients to determine control or status of chronic conditions & diagnose new conditions.
   c. Evaluates acute & chronically ill patients & prescribes medications or administers treatment of acute & chronically ill patients.
   d. Performs minor surgery as training & competency allows.
   e. Evaluates necessity for referral consultations inside or outside the institution.
   f. Orders & reviews results of laboratory, x-ray & other diagnostic testing.
   g. Inoculates or vaccinates patients against communicable diseases.
   h. Interviews patients & assists in performing examinations & treatment (e.g., surgery, psychotherapy), assists on rounds, notes progress of patients during therapy & examinations & makes recommendations for changes in treatment plan.

2. Maintains required medical records:
   a. Documents medical information gathered during patient interviews according to agency guidelines, policies, protocols & agency-professionally accredited standards.
   b. Documents assessments & diagnostic impressions including treatment plans & follow up parameters.
   c. Cooperates monthly with institutional, facility and/or correctional setting physician administrator or agency equivalent for medical quality oversight.
   d. Reviews medical records (e.g., admission & discharge summaries) to assist in development of treatment plans; checks patients’ charts for changes in condition, signs of illness & errors; takes patients' history & writes medical reports; makes notes for physician.

3. Provides clinical direction to registered nurses, licensed practical nurses, phlebotomists & other caregivers.

4. Participates in professional & agency committees & meetings:
   a. Attends professional meetings as assigned.
   b. Participates in continuous quality improvement measures & attends meetings per policy.
   c. Attends medical meetings per privileging or policy requirements.
   d. Serves as resource for patients & families utilizing areas of clinical expertise & provides advice regarding health maintenance & promotion & identifies health risk factors.
   e. Attends in-services &/or other continuing education offerings relative to growth & development as physician assistant.

**MAJOR WORKER CHARACTERISTICS:**
Knowledge of medicine; English; psychology; medical terminology. Ability to write & understand technical material; define problems, collect & analyze data & draw valid conclusions; interview consumers.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**
Certificate of registration as physician's assistant issued by State Medical Board per Section 4730.03 & 4730.04 of Ohio Revised Code and have valid certificate to prescribe in accordance with ORC 4730.44.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**
Must obtain Drug Enforcement Agency (DEA) license within first six months of employment. Training in general medical procedures & courses in specialized aspects of medicine; annual renewal of license.

**UNUSUAL WORKING CONDITIONS:**
Exposed to dangerous patients; exposed to infectious diseases; may work rotating shifts to include evenings, weekends and holidays.