

JOB DESCRIPTION

Job Title:	Physician Assistant	FLSA Classification:	Non-Exempt
Department:	Outpatient-SUD Clinic	Reports To:	Assistant Clinic Director
Hours:	20 hours/week	Salary:	\$60 to \$75 / hour

Position Summary:

The Physician Assistant (PA) is responsible for providing culturally competent, trauma-informed, and person-centered care in Delphi Rise's OASAS-licensed outpatient programs. This role requires comfort with both harm reduction and abstinence-based recovery models, recognizing that each client defines recovery on their own terms. The PA will support clients in achieving their personal recovery goals through comprehensive addiction treatment in a small, specialized outpatient clinic.

Working under the supervision of a licensed physician, the PA will:

- Assess, diagnose, and treat substance use disorders and related conditions
- Conduct physical exams and order/interpret diagnostic tests
- Prescribe and manage medications, including withdrawal management
- Develop individualized treatment plans focused on recovery and long-term stability
- Collaborate with a multidisciplinary team to deliver holistic, patient-centered care

A strong emphasis on relapse prevention, psychoeducation, and family support is essential to success in this role.

Essential Job Duties and Responsibilities:

- Provide pharmacotherapy to clients with substance use disorders under the supervision of the Medical Director, including medication monitoring and administration (e.g., injections).
- Adjust dosages and address treatment adherence challenges as needed.
- Educate clients on medication-assisted recovery options and collaborate on long-term treatment strategies.
- Perform initial and ongoing patient assessments, including health history, physical exams, and psychosocial evaluations.
- Ensure safe prescribing practices, considering potential interactions and contraindications.
- Formulate differential diagnoses based on medical history, exams, and diagnostic findings.
- Make appropriate referrals to healthcare professionals and community resources.
- Reassess and modify treatment plans based on patient progress and goals.
- Maintain accurate and timely medical records, ensuring compliance with legal and organizational standards.
- Adhere to regulatory guidelines, including HIPAA, 42 CFR Part 2, and controlled substance protocols.
- Ensure alignment with organizational policies, safety protocols, and clinical best practices.
- Work within a team-based treatment model, coordinating closely with the Medical Director, Outpatient Assistant Director, and clinical team.
- Stay current with best practices and emerging research in addiction treatment.

- Maintain active licensure and certifications, ensuring timely renewals and completion of continuing education requirements.
- Provide clinical oversight to Licensed Practical Nurses (LPNs) as needed.
- Perform other duties as assigned by the Medical Director or supervisor.

Supervisory Responsibilities

- Provide clinical support and oversight to Licensed Practical Nurse (LPN).

Minimum Qualifications

- Physician Assistant (PA) degree from an accredited program
- Valid DEA license without restrictions
- CPR and First Aid certifications required (BLS or ACLS preferred)
- ASAM certification preferred
- Three or more years of experience in addiction treatment, preferably in primary care or behavioral health settings
- Experience with Motivational Interviewing techniques preferred
- Previous experience in primary care or psychiatry is a plus

Special Requirements:

This is a very flexible, 20-hour per week position.

Knowledge, Skills, and Abilities:

- Computer proficiency including word processing, data entry, spreadsheets, and generating reports using standard software applications.
- Excellent verbal and written communication skills.
- Strong organizational skills including the ability to manage multiple projects and details simultaneously.
- Some analytical ability to gather and summarize data, find solutions to various administrative problems, and prioritize work.
- Ability to develop and maintain recordkeeping systems and procedures.
- Ability to create, compose, and edit written materials.
- Ability to gather data, compile information, and prepare reports.
- Strong written and oral communication skills to interact with customers, vendors and co-workers in a professional and helpful manner in person or via phone or written correspondence.
- Ability to adhere to HIPAA regulations and maintain strict confidentiality.

Equipment, Machines and Software Used:

This position requires the regular use of a computer/iPad, printer, photocopier, fax machine, telephone, scanner, paper shredder.

Computer Software: Microsoft Office to include Word, Outlook, Excel, Electronic Health Record

Mental and Visual Demand:

Moderate mental and visual attention to perform light administrative work, data entry and/or reading. Requires some judgment in the analysis of facts or conditions regarding individual problems or transactions to determine what action should be taken, within the specifications of standard practice.

Physical Demand:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position.

While performing the duties of this position, the employee is frequently required to sit, stand, walk, talk, hear, perform repetitive hand motion, finger, grasp, handle, feel, push, pull.

The employee is not required to lift or move objects greater than 5 pounds.

Environmental Conditions:

The work environment characteristics described here are representative of those that may be encountered while performing the essential functions of this position.

There is no exposure to adverse environmental conditions. Work is performed in a typical office environment

Disclaimer:

All job requirements are subject to modification to reasonably accommodate individuals with disabilities. This job description does not imply that these are the only responsibilities of the position. Employees may be required to perform additional duties as assigned by their supervisor. Delphi Rise reserves the right to modify or expand job responsibilities at its discretion. This document does not constitute an employment contract and does not alter the at-will employment relationship.

Delphi Rise is an equal opportunity employer and prohibits discrimination based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or any other legally protected status.

We are committed to maintaining a work environment free from discrimination, harassment, and retaliation. This commitment extends to all employees, contractors, and business partners.

We believe that diversity strengthens our organization and strive to attract, develop, and retain top talent from all backgrounds. All qualified individuals are encouraged to apply, and reasonable accommodations will be provided for applicants and employees with disabilities.

If you require accommodations during the application process, please contact:

Alexander LiPera, HR Administrator

Phone: 585-467-2230, ext. 429