

 Healthcare University of Kansas Job Title Definitions		
Job Family Definition: Provides direct medical and psychological treatment to students, faculty and/or community members. Jobs also provide guidance to students, staff, and/or the community on physical and mental health related issues.		
Proposed Title	Description	Qualifications
Psychiatrist A-17 (\$141,301 - \$233,147) Job Code: 000464	Consults and provides clinical psychiatric services to KU students. Orders medical tests and performs diagnostic evaluation as appropriate. Provides medication management. Collaborates with professional colleagues to coordinate effective treatment regimens. Documents medical services provided. Instructs mental health trainees. Performs campus outreach activities and conducts professional presentations.	Doctor of Medicine and completion of psychiatry residency from accredited institution. Current, valid medical and DEA licenses. One year of related professional experience.
Psychologist A-11 (\$53,547 - \$82,997) Job Code: 000466	Consults and provides clinical psychology services to KU students. Administers diagnostic tests and performs diagnostic evaluation as appropriate. Provides individual, couple, or group therapy. Collaborates with professional colleagues to coordinate effective treatment regimens. Refers clients for other appropriate services. Documents clinical services provided. Instructs and supervises mental health trainees. Performs campus outreach activities and conducts professional presentations.	Doctorate in Clinical or Counseling Psychology from APA accredited program. Completion of APA accredited internship. Eligible for psychology license at the doctoral level in Kansas at time of hire. One year of related professional experience.
Psychological Clinic Manager A-12 (\$61,578 - \$95,447) Job Code: 000465	Manages psychological clinic in academic department, including supervision of staff, and business operations of the clinic. Designs and develops graduate student training materials and curricula. Orients graduate students to clinic operations. Oversees assignments of students to practicum. Supervises graduate students and clinical supervisors in provision of psychological services, in accordance with clinic policy, and may serve as co-therapist. Teaches graduate courses and serves on graduate thesis or dissertation committees. Develops, implements, and evaluates policies for the clinic.	Doctorate in Clinical or Counseling Psychology from APA accredited program. APA approved internship in clinical psychology. Eligible for license in Kansas at time of hire. One year of experience in the education and supervision of trainees or clinical psychologists.
Psychology Intern A-05 (\$26,309 - \$38,148) Job Code: 000467	Consults and provides clinical psychological services to KU students under supervision of licensed psychologist. Administers diagnostic tests and performs diagnostic evaluation as appropriate. Provide individual, couple or group therapy. Collaborates with professional colleagues to coordinate effective treatment regimens. Refers clients for other appropriate services. Documents medical services provided. Assists in outreach activities and participates in professional seminars.	APA or CPA accredited program; PhD or PsyD program in clinical or counseling psychology. Completed comprehensive exams. Minimum 300 AAPI intervention hours and 700 AAPI practicum hours. Minimum three years graduate training.

<p>Clinical Social Worker A-11 (\$53,546 - \$82,997)</p> <p>Job Code: 000449</p>	<p>Consults and provides clinical psychological services to KU students. Performs diagnostic evaluation as appropriate. Provides individual, couple, or group therapy. Collaborates with professional colleagues to coordinate effective treatment regimens. Refers clients for other appropriate services. Documents clinical services provided. Instructs and supervises mental health trainees. Performs campus outreach activities and conducts professional presentations.</p>	<p>Master's degree in Social Work from CSWE accredited program. Eligible for LCSW license in Kansas at time of hire. One year of related professional work experience.</p>
<p>Chief of Staff A-17 (\$141,301 - \$233,147)</p> <p>Job Code: 000448</p>	<p>As an integral member of the administrative team, manages and coordinates the services of the medical staff. Must exercise independent judgment under the leadership of the Director of Watkins Health Services (WHS). Functions as an advocate/liaison on patient care issues including but not limited to: the development of clinical policies, procedures, practices; responding to patient complaints regarding patient care; serving as spokesperson (or designee) to the community regarding medical or health issues. In conjunction with others, appoints Medical Coordinators. Provides leadership to the medical staff by chairing medical staff meetings, completing evaluations, coordinating in-service education, coordinating peer review and compiling the call schedule.</p>	<p>Doctor of Medicine or Osteopathy and completion of accredited residency program. Board Certification in Internal Medicine, Family Medicine, Pediatrics, or Emergency Medicine. Eligible for Kansas license. DEA registered or eligible. Eligible for liability insurance. Advanced Cardiac Life Support (ACLS) certified. 2 years of related professional work experience.</p>
<p>Physician A-16 (\$120,015 - \$192,024)</p> <p>Job Code: 000463</p>	<p>Provides KU students with health care assessment, education, treatment for acute and chronic primary care, and preventive services through Watkins Health Services. Refers patients to sub-specialty medical care as appropriate. Documents medical treatment and patient interactions in the medical record. Encourages patients to maintain optimal health for college life and academic performance. May supervise other doctors and nurse practitioners.</p>	<p>Doctor of Medicine or Osteopathy and completion of accredited residency program. Board Certification in Internal Medicine, Family Medicine, Pediatrics, or Emergency Medicine. Eligible for Kansas license. DEA registered or eligible. Eligible for liability insurance. Advanced Cardiac Life Support (ACLS) certified. 2 years of related professional work experience.</p>
<p>Nurse Practitioner A-13 (\$70,815 - \$109,764)</p> <p>Job Code: 000455</p>	<p>Provides health care assessments and implements appropriate plans of care per approved protocols for patients through Student Health Services. Provides medical care for acute illness/injury and continuity of care for chronic medical conditions. Encourages patients to maintain optimal health for college life and academic performance through medical care and education. Documents medical protocols and patient interactions in the medical record.</p>	<p>Masters of Science in Nursing and board certification through an approved accreditation program. Eligible for Kansas license. DEA registered or eligible. 2 years of related professional work. Advanced Cardiac Life Support (ACLS) certification.</p>

<p>Nursing Supervisor A-11 (\$53,546 - \$82,997)</p> <p>Job Code: 000457</p>	<p>Supervises Student Health Services nursing personnel. Ensures availability of proper equipment and supplies for nursing staff. Provides direct patient care to patients in accordance with recognized policies. Documents nursing treatment and patient interactions in the medical record.</p>	<p>Currently licensed as Registered Nurse in Kansas, or licensed by date of hire. 5 years of experience as a registered nurse. 1 year of supervisory or leadership experience. Advanced Cardiac Life Support (ACLS) certification.</p>
<p>Assistant Nursing Supervisor A-10 (\$47,493 - \$71,240)</p> <p>Job Code: 000723</p>	<p>Works with the Nursing Supervisor to oversee daily nursing operations. Assumes responsibility for oversight and administrative activities as directed by supervisor. Provides direct patient care to patients in accordance with recognized policies. Document nursing treatment and patient interactions in the medical record.</p>	<p>Currently licensed as Registered Nurse in Kansas, or licensed by date of hire. 3 years of experience as a registered nurse. 1 year of supervisory or leadership experience. Advanced Cardiac Life Support (ACLS) certification.</p>
<p>Registered Nurse A-09 (\$41,299 - \$61,948)</p> <p>Job Code: 000469</p>	<p>Applies professional nursing theory and practices in accordance with recognized nursing techniques. Performs procedures, protocols, physician orders, and administrative policies during patient assessment and treatment situations for patients at Student Health Services. Promotes health and wellness in interactions with students as they pursue higher education. Provides guidance to LPNs and Nursing Assistants. Documents nursing treatment and patient interaction in the medical record.</p>	<p>Currently licensed as Registered Nurse in Kansas, or licensed by date of hire. Current CPR certification.</p>
<p>Licensed Practical Nurse A-08 (\$36,710 - \$55,065)</p> <p>Job Code: 000451</p>	<p>Performs and documents nursing assessments, physician orders, use of standing orders, medication administration, treatments, services, patient response to care, and given instructions. Educates patients on self-care and preventive techniques. Documents nursing treatment and patient interactions in the medical record.</p>	<p>Certification as Licensed Practical Nurse in Kansas. Six months of related experience. Intravenous Fluid Therapy (IV) certified. Current CPR certification.</p>
<p>Medical Assistant A-06 (\$29,597 - \$42,916)</p> <p>Job Code: 000717</p>	<p>Screen patients to obtain and input medical history information, vital signs, and current symptoms. Serves as chaperone for medical providers during exams as needed. Performs reception and clerical duties to support medical providers, such as collecting and completing medical history forms; completing forms; verifying immunization records; and getting travel itineraries from patients. Records data accurately in the medical record. Maintains exam rooms, keeping equipment clean, sterilized and rotated following Centers for Disease Control & Prevention (CDC) guidelines.</p>	<p>High school diploma or completion of GED equivalency. Completion of Medical Assistant program. Current CPR certification.</p>
<p>Pharmacist in Charge A-14 (\$83,344 - \$133,351)</p> <p>Job Code: 000460</p>	<p>Manages pharmacy and its staff. Provides pharmaceutical services in a clinical setting for KU students, faculty, and staff. Oversees management of medical records. Fills prescriptions and dispenses medications. Checks the accuracy of prescriptions filled by other pharmacy staff. Advises and evaluates medical staff and clients on appropriateness of proper medication management and delivery. Compounds specialized medications. Orders, maintains, and inspects pharmaceutical supplies. May teach pharmacy classes in School of Pharmacy.</p>	<p>Bachelors of Science Degree in Pharmacy or PharmD with minimum of 5 years' experience and valid state pharmaceutical license. Current or able to obtain professional liability insurance prior to start of work. Current CPR certification.</p>

Pharmacist A-13 (\$70,815 - \$109,764) Job Code: 000459	Fills prescriptions and dispenses medications to KU faculty, staff, and students. Checks the accuracy of prescriptions filled by other pharmacy staff. Advises medical staff and clients on and evaluates appropriateness of proper medication management and delivery. Compounds specialized medications. Orders, maintains, and inspects pharmaceutical supplies. May serve as student preceptor.	Bachelors of Science Degree in Pharmacy or PharmD and valid state pharmaceutical license. Current or able to obtain professional liability insurance prior to start of work. Current CPR certification.
Pharmacy Technician A-07 (\$33,297 - \$48,281) Job Code: 000461	Fills prescriptions safely and accurately, and dispenses medications to KU faculty, staff, and students under the supervision of a pharmacist. Helps to manage pharmacy inventory and places orders for medications. Prepares medications using appropriate technique and equipment, including intravenous admixtures, compounds, inhalers, oral medications, topical medications, eye/ear medications, and self-injectable medications. Processes insurance claims and payments and secures any necessary pre-authorization. Reconciles case drawer daily and prepare deposits.	High School diploma or completion of GED equivalency. Certified Pharmacy Technician or the ability to obtain certification within six months of hire. One year clerical or administrative support work including experience with basic office computer systems. Current CPR certification.
Physical Therapist A-11 (\$53,546 - \$82,997) Job Code: 000462	Provides physical therapy services to KU faculty, staff, and students. Manages unit and supervises staff. Determines supply and equipment needs for unit. Records patient treatment and interactions in the medical record. Serves as a Clinical Education Coordinator between physical therapy and professional education program.	Graduate of a Physical Therapy curriculum from an accredited school. Current license in Kansas or eligible for license. Able to obtain professional liability insurance. One year of related professional experience. Current CPR certification.
Athletic Trainer A-09 (\$41,299 - \$61,948) Job Code: 000447	Provide patient care and educate patients presenting with musculoskeletal injuries/illness. Evaluates patient, establishes objectives, applies appropriate treatments, and follows up with physician on patient progress. Follows prescribed protocols when providing care. Documents patient care and interactions in the medical record. May participate in the undergraduate athletic training major as clinical instructor.	Bachelors of Science in Athletic Training or related field. Athletic Trainer certification by NATABOC. Licensed as Athletic Trainer in Kansas or eligible. One year of related professional experience. Current CPR certification.
Radiology Technologist A-09 (\$41,299 - \$61,948) Job Code: 000468	Performs diagnostic and radiological procedures. Maintains treatment records and inventory of supplies. May schedule and supervise technologist staff.	Two years of training at an accredited hospital or program in Radiology Technology and/or certification as a radiology technologist. Registered in American Registered Radiologic Technologist Society or eligible. Current CPR certification.

<p>Medical Laboratory Supervisor A-11 (\$53,546 - \$82,997)</p> <p>Job Code: 000452</p>	<p>Supervises medical laboratory and its staff. Reviews lab results and audits for controls and quality control data. Performs microbiology, chemistry, and hematology procedures, as well as phlebotomy and specimen processing. Seeks out new methodologies, technology and instrumentation. Maintains laboratory information system.</p>	<p>Bachelor's degree in Laboratory Science, Medical Technology or related field from an accredited university or bachelor's in a related field and completion of an approved Medical Technologist program. Three years related professional experience. Six months experience in supervising staff. American Society Clinical Pathologists (ASCP) or equivalent registration. Current CPR certification.</p>
<p>Medical Laboratory Technologist A-09 (\$41,299 - \$61,948)</p> <p>Job Code: 000453</p>	<p>Produces analytically accurate, timely, cost efficient test results that aides clinicians in the treatment of patients and patients in the pursuit of health. Interpret, records, and report test results. Follows microbiology, chemistry, and urinalysis, immunology, and hematology procedures. Performs phlebotomy following all safety protocols. Maintains and troubleshoots problems with analyzers, information system, and other equipment.</p>	<p>Bachelor's degree in Laboratory Science, Medical Technology or related field from an accredited university or bachelor's in a related field and completion of an approved Medical Technologist program. Current American Society Clinical Pathologists (ASCP) certification or equivalent. Current CPR certification.</p>
<p>Patient Care Coordinator A-07 (\$33,297 - \$48,281)</p> <p>Job Code: 000458</p>	<p>Provides medical care continuity by coordinating resources, such as other university departments, outside providers, or insurance vendors. Assists patients with specific processes such as medication assistance applications and accessing medical, social, educational, and others services. Provides direct oversight for the patient's care, linkage to appropriate services, monitoring for follow-up, and evaluating the results of care provided. May also provide support to medical providers with direct patient care and assigned clerical duties.</p>	<p>Bachelor's degree from an accredited university with major course work in Social Work, Psychology, Biology, or a related field. Three years of experience in skilled clerical, accounting, auditing and/or administrative work. Or five years of experience in patient billing, medical records maintenance, and/or other related medical services. Prior experience in an ambulatory care/private practice medical setting. Prior experience with health insurance. Current CPR certification.</p>

<p>Health Information Manager A-11 (\$53,546 - \$82,997)</p> <p>Job Code: 000450</p>	<p>Assumes overall supervision and leadership for the Registration and Records Department. Oversees the registration process including the integrity and accuracy of imported student information, document scanning, and scheduling. Manages purging of paper/electronic records once the retention date is met. Oversees the processing of legal releases of medical record information. Coordinates peer chart review on a semi-annual basis with the Chief of the Medical Staff. Manages the electronic medical records system regarding accuracy of entries and audits documentation by all clinical providers.</p>	<p>Associates degree from an accredited university in a health information management program. Credentialed in the Health Information Management (HIM) profession, i.e. Registered Health Information Administrator (RHIA) or Registered Health Information Administrator Technician (RHIT). Three years' experience required in HIM profession with two years of supervisory or office management experience.</p>
<p>Medical Records Coder A-07 (\$33,297 - \$48,281)</p> <p>Job Code: 000454</p>	<p>Assigns appropriate codes to all patient encounters. Ensures accurate and appropriate coding as assigned by providers, making changes or assigning additional codes only in accordance with guidelines. Maintains notations of observations made related to provider coding practices. Provides in-service education programs for providers and performs ongoing coding compliance audits. Maintains Code Dictionaries and advises medical practitioners on Coding Updates. Validates each encounter for complete information for invoicing charges and applying to the proper insurance carrier for claims.</p>	<p>High school diploma or completion of GED. Two years of coding experience in a clinical setting.</p>
<p>Massage Therapist A-08 (\$36,710 - \$55,065)</p> <p>Job Code: 000574</p>	<p>Follows established protocols when assisting patients and clients to provide appropriate therapeutic treatments. As necessary, consults with Student Health Services (SHS) providers to develop and implement therapeutic massage services and education to KU students, faculty, and staff. Properly maintains records in the electronic health system. Determines supply and equipment needs for massage department. Provides support services to the specialist clinic areas as directed.</p>	<p>High School Diploma or completion of GED equivalency. Certification as a Massage Therapist through National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) or equivalent. Minimum of three years of providing massage services in a professional, structured environment. Current CPR certification.</p>