



New Mexico State Personnel Office

2600 Cerrillos Road
Santa Fe, New Mexico 87505-0127

Classification Description

CERTIFIED NURSE PRACTITIONER

<u>Class Title</u>	<u>Class Code</u>	<u>Pay Band</u>	<u>Alt Pay Band*</u>
Certified Nurse Practitioner	K10801	70	90

**In accordance with SPB Rule 1.7.4.10 NMAC, the assignment to alternative pay bands shall be reviewed annually to determine their appropriateness.*

Occupation Description

Incumbents in this classification provide comprehensive healthcare sensitive to the needs of the population, including assessment, diagnosing, prescribing, and referrals where appropriate, complementing the roles of a General Practitioner and multidisciplinary teams while promoting the development of advanced nursing practice.

Nature of Work

The nurse practitioner is a highly qualified clinical nurse, with a wide set of responsibilities. They operate independently in a variety of settings, making professionally autonomous decisions for which he or she is accountable. The role is unique in combining advanced nursing skills with clinical, diagnostic, and treatment skills. Nurse Practitioners provide an alternative and complementary source of primary healthcare alongside services provided by physicians and other medical specialists. They act as an advocate to directly increase the availability and accessibility of healthcare for patients across the age spectrum dependent on areas of identified need. As a key member of the primary care team, there are multiple job functions in a variety of role dimensions such as: healthcare provision, management, research, leadership, service development, education, advocacy, administration and leadership. Nurse Practitioners participate in the planning, development and implementation of policy influencing advanced nursing practices.

Distinguishing Characteristics

Note: Examples of Work are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of the duties.

- Take medical histories and perform patient examinations.
- Order and interpret laboratory tests and x-rays.
- Make diagnoses.
- Provide treatment.
- Manage chronic health conditions such as diabetes.
- Perform preventive procedures such as immunizations.
- Prescribe medications and other therapies.
- Monitor and record patient progress.
- Educate patients about their health and instruct them in self-care techniques.

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- Promote wellness practices.
- Respond to medical emergencies.
- Refer patients to physicians and other health care providers as needed.

Recommended Education and Experience for Full Performance

Master's Degree in a defined certified nursing specialty such as pharmacology, physical assessment, diagnosis, nurse practitioner skills, and advanced nursing physiology and pathophysiology.

Minimum Qualifications

Master's Degree in a defined certified nursing specialty such as pharmacology, physical assessment, diagnosis, nurse practitioner skills, and advanced nursing physiology and pathophysiology.

Knowledge and Skills

*Note: This information has been produced by compiling information and documentation provided by O*NET. O*NET™ is a trademark of the U.S. Department of Labor, Employment and Training Administration.*

Knowledge

Medicine and Dentistry — Knowledge of the information and techniques needed to diagnose and treat human injuries, diseases, and deformities. This includes symptoms, treatment alternatives, drug properties and interactions, and preventive health-care measures.

Psychology — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

Biology — Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Therapy and Counseling — Knowledge of principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions, and for career counseling and guidance.

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

Sociology and Anthropology — Knowledge of group behavior and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.

Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

Chemistry — Knowledge of the chemical composition, structure, and properties of substances and of the chemical processes and transformations that they undergo. This includes uses of chemicals and their interactions, danger signs, production techniques, and disposal methods.

Mathematics — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

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Skills

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Reading Comprehension — Understanding written sentences and paragraphs in work related documents.

Science — Using scientific rules and methods to solve problems.

Speaking — Talking to others to convey information effectively.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

Active Learning — Understanding the implications of new information for both current and future problem-solving and decision-making.

Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Statutory Requirements: Must be a Certified Nurse Practitioner in accordance with section **63-3-23.2** of the New Mexico Nursing Practice Act, 61-3-1 NMSA 1978.

Conditions of Employment: Working Conditions for individual positions in this classification will vary based on each *agency's utilization, essential functions, and the recruitment needs* at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Default FLSA Status: Non-Exempt. FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Bargaining Unit: This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.

Established: 02/01/2008

Revised: 9/20/2011; 12/1/2017 (One APB Adjustment)

**Adapted from the United States Bureau of Labor Statistics and are intended to illustrate the typical education and experience required for this occupation.*

Note: Classification description subject to change. Please refer to the SPO website www.spo.state.nm.us to ensure this represents the most current copy of the description.