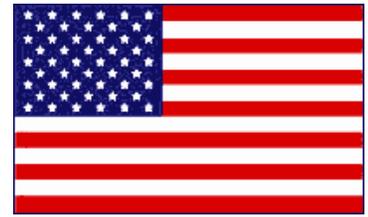




PORTLAND VA MEDICAL CENTER

Portland, Oregon Division
 Vancouver, Washington Division
 Community Based Outpatient Clinics
 Salem, OR Bend, OR
 Camp Rilea (Warrenton, OR)



NOTICE OF VACANCY

1. <u>Announcement Number</u> T38-09-0008-JB	2. <u>Title, Series, Grade, Salary</u> Physician Assistant (Dermatology) FS AD/VN-603 Dependent upon qualifications and experience.	3. <u>Tour of Duty</u> Days M-F	4. <u>Duty Station</u> Operative Care, Portland Division
5 <u>Type & Number of Vacancies</u> Temporary NTE 2 years 1 Full-time position	6. <u>Contact</u> Human Resources Assistant 503-273-5236	7. <u>Opening Date</u> 10/27/08	8. <u>Closing Date</u> Until Filled 1st consideration 11/17/08

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Any US Citizen

MAJOR DUTIES:

The Physicians' Assistant (PA) functions under the supervision of physicians with delineated clinical privileges granted by the Medical Staff. The PA in Operative Care Division is a member of an interdisciplinary team providing care to patients receiving Dermatology care. The PA in Hospital Medicine provides inpatient histories, physical examination, orders, daily (or more frequent) progress notes, discharge summaries, and communications to referring and outpatient providers. Formulates and initiates health care teaching for hospitalized patients and their families. The following duties are to be carried out under the supervision of the supervising physician of record or a designee agent of the supervising physician:

CLINICAL:

The incumbent will be responsible for initial screening of patients in the outpatient clinic. A screening may include history, physician exams, analysis of skin scrapings. The incumbent will be authorized to prescribe all routine medications as listed in the VA Pharmacy Formulary with the exception of chemotherapeutic agents, anticoagulants and special medications restricted to approval by another section or department. The incumbent will initiate evaluations and therapy for patients as outlined in their Physician Assistant practice description on file in the Surgery Service and may write prescriptions for medication as commensurate with their VA prescriptive privileges. Management and care of the Dermatology instruments in Dermatology clinics. Patient teaching in the outpatient clinic. Excision of skin lesions within the scope of practice of the incumbent. The incumbent shall be available for assisting with procedures as necessary.

ADMINISTRATIVE:

1. The incumbent will be responsible for screening of consultations and scheduling patients into the appropriate clinic. Advance review of clinic charts so information sheets can be mailed to patients. Scheduling of appropriate x-rays and diagnostic imaging studies in advance of clinic dates.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: Department of Veterans Affairs Qualifications Standards applies (VA Handbook 5005, Part II, Appendix G8) and may be reviewed in the Human Resources Management Service Office.

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

CONDITIONS OF EMPLOYMENT:

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future. Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

(Continued on next page)

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

All information submitted to this VA Medical Center is subject to verification by VetPro.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

Relocation expenses may be authorized.

Relocation incentive may be authorized.

Recruitment incentive may be authorized.

A drug test may be required for an applicant who is tentatively selected.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38 USC 7402(d) and 7407(d).

[VACareers](#) has descriptions of all Title 38 Jobs and their benefits.

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

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

This position is Open until Filled. Application forms may be obtained in Human Resources Office or on our external website, <http://www.visn20.med.va.gov/Portland/mc/hr>

Applications may be mailed to:
Portland VA Medical Center, P4HRMS
Attn: T38-09-0008-JB
PO Box 1034
Portland, OR 97207

Or brought in person to:
Portland VA Medical Center
3710 SW US Veterans Hospital Rd
Building 16, Room 300
Portland OR 97239

Portland VAMC employees must submit a

1. [VAF 4078, Application for Promotion or Reassignment](#)

Other VA Employees must submit

1. [VA Form 10-2850c, Application for Associated Health Occupations \(REQUIRED\)](#)
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
3. Latest SF-50, Notification of Personnel Action
4. Copies of all current licenses
5. Latest performance appraisal

Non VA Applicants must submit:

1. [VA Form 10-2850c, Application for Associated Health Occupations \(REQUIRED\)](#)
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
3. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
4. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
5. Copies of all current licenses.
6. A copy of your college transcripts (Optional unless education is required).

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/adms/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**