



Children's Hospital Colorado

Private Practice Job Opportunity List

This list is provided by Children's Hospital Colorado as a service to community pediatric offices. Please contact the practices directly regarding their openings. For updates regarding this list please contact Physician Relations at (720) 777-6676 or email physicianrelations@childrenscolorado.org. This list can also be found online at: <http://www.childrenscolorado.org/health-professionals/clinical-resources/private-practice-jobs/>.

Metro Denver Openings:

Academy Park Pediatrics

9/18/19

7373 W Jefferson Ave., Suite 102

Lakewood, CO 80235

Contact: Angel Vanlaningham, Lead Nurse

Phone: (303) 988-5252

Fax: (303) 988-5632

Email: academyparkpeds04@hotmail.com

Website: <https://www.academyparkpeds.com/>

Academy Park Pediatrics is looking for a full-time **Pediatric Triage Nurse**. **Essential Job Functions:**

- Provide comprehensive, age-appropriate care to patients ages newborn to 18 years in an outpatient pediatric setting.
- Will perform patient care via telephone triage.
- Collaborates with the patient's family and medical team to best promote healthful practices and disease prevention.
- Reviewing protocols from Clear Triage.
- Processing patient referrals and following up on them

Experience:

- Pediatric Triage- **REQUIRED**
- EPIC computer system
- RN clinical

Skills & Ability:

- Ability to set priorities, identify and resolve problems effectively and efficiently.
- Critical thinking and multitasking skills required.
- Professional and effective written and oral communication skills.
- Ability to quickly assess pediatric patients via telephone
- Exhibits professional, courteous, and compassionate behavior in person and over the phone.

Hours:

- Looking for full-time, M-F 8-5

Benefits:

- Health benefits, including Dental and Vision, after 90 days
- 401k with matching, after 1,000 working hours

Salary based on experience

Advanced Pediatric Associates, LLP

11/19/19

3300 S. Parker Rd, Ste 404

Aurora, CO 80014

Contact: Mary Beth Barry

Phone: (720) 974-7149

Fax: (720) 974-7175

Email: HR@advanced-pediatrics.com

Website: www.AdvancedPediatricAssociates.com

Advanced Pediatric Associates (APA) is seeking an experienced **Financial Assistant** to join our administrative team. This is a full-time 36-40 hours per week hourly position.

The Financial Assistant assists the Practice Administrator in the accounting, financial and business operations of the practice. Primary functions of the position include accounts payable, accounts receivable, reconciliation of accounts, assist with preparation of monthly financial and production reports, vendor contract management, management of business-related spreadsheets, preparation of annual property tax returns, and general clerical duties such as assisting with meeting preparation, supply ordering, and special projects.

The successful applicant will have a minimum of three years accounting/financial experience using QuickBooks. An Associate's or Bachelor's degree is preferred. Excellent communication and interpersonal skills are essential along with the ability to manage tasks with accuracy and attention to detail. Computer skills must include a high level of proficiency with QuickBooks, Excel and Word. The successful applicant will be professional, dependable, and friendly. The ability to maintain strict confidentiality is a key requirement for this position.

APA offers competitive salaries and benefits in a professional and family-friendly work environment.

Please visit us at www.AdvancedPediatricAssociates.com to learn more about our practice or apply for the position at: <https://recruiting.paylocity.com/recruiting/jobs/List/4138/Advanced-Pediatric-Associates>

Advanced Pediatric Associates, LLP

10/1/2020

9397 Crown Crest Blvd, Ste 330

Parker, CO 80138

Contact: Allicia Cristinzio

Phone: (720) 974-7149

Fax: (720) 974-7175

Email: HR@advanced-pediatrics.com

Website: www.AdvancedPediatricAssociates.com

Advanced Pediatric Associates is seeking a full time, 4 day a week, **Pediatric Medical Assistant II** responsible for assisting health care providers with exams and treatments, successfully performing all tasks on the MA skills checklist, being proficient in using EPIC, assisting office manager/clinical manager in training and implementation of new policies and processes, adhering to all privacy and HIPAA guidelines and being the primary resource for all other MAs.

Will work 4 days a week plus an occasional half day on a Saturday or Sunday.

Requirements:

- High school diploma or equivalent & graduate of an accredited school of medical assisting
- Medical Assistant Certification preferred
- CPR Certified
- Current MA with 3-5 years of experience

Benefits:

- We offer competitive salaries
- Weekends Off (occasionally work up to 4 hours on Saturday or Sunday)
- Evenings Off

- Benefits including PTO, medical, dental, vision, 401(k), life insurance, and LTD
- A professional and family-friendly environment

Advanced Pediatrics is an equal opportunity employer and prohibits discrimination and harassment of any type with regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Please visit us at <https://advancedpediatricassociates.com/> to learn more about our practice or apply for the position at: <https://recruiting.paylocity.com/recruiting/jobs/List/4138/Advanced-Pediatric-Associates>

Advanced Pediatric Associates, LLP

10/1/20

5657 S Himalaya St. #100

Centennial, CO 80015

Contact: Allicia Cristinzio

Phone: (720) 974-7149

Fax: (720) 974-7175

Email: HR@advanced-pediatrics.com

Website: www.AdvancedPediatricAssociates.com

Advanced Pediatric Associates is seeking a full time, 4 day a week, **Pediatric Medical Assistant** responsible for all medical assistant duties including, but not limited to assisting health care providers with the examination and treatment of patients and maintaining standards of clinical policies and processes. Additional duties include, but are not limited to, performing administrative and clerical tasks related to the provision of patient care, performing quality controls and assisting with the supply and vaccine count. Also responsible for understanding and using EPIC effectively according to APA guidelines. Will work M/T/W/F and an occasional half day on Saturday or Sunday.

The ideal candidate will be a friendly and positive professional who will be able to perform patient care in a timely and efficient manner while adhering to all procedures and protocols.

Requirements:

- Have a High School diploma or equivalent
- Be a graduate of an accredited school of medical assisting
- Be CPR/BLS certified
- Maintain confidentiality and adhere to all HIPAA privacy and security guidelines
- Be able to prioritize duties and meet deadlines

Experience:

- Successful completion of externship strongly preferred
- Minimum of six months to one-year experience strongly preferred
- Pediatric experience highly preferred
- Familiar with OSHA and CLIA standards

Benefits:

- We offer competitive salaries
- Weekends Off (occasionally work up to 4 hours on Saturday or Sunday)
- Evenings Off
- Benefits including PTO, medical, dental, vision, 401(k), life insurance, and LTD
- A professional and family-friendly environment.

Advanced Pediatrics is an equal opportunity employer and prohibits discrimination and harassment of any type with regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Please visit us at <https://advancedpediatricassociates.com/> to learn more about our practice or apply for the position at: <https://recruiting.paylocity.com/recruiting/jobs/List/4138/Advanced-Pediatric-Associates>

Carin' Clinic 1/7/20

5150 Allison Street

Arvada CO 80002

Contact: Rachel Capra, Director of Operations

Phone: (303) 423-8836

Fax: (303) 403-0592

Email: rachel@carinclinic.com

Website: www.carinclinic.info

Carin' Clinic is a non-profit medical clinic for children ages birth through 18 years who have no health insurance or are enrolled in the Colorado Medicaid or Colorado Health Plan Plus programs. We are looking for a part-time **front desk receptionist**. The position is a 50/50 job share. The hours we are looking to cover include Monday, approximately 8:30 a.m. to 4:30 p.m., Tuesday, approximately 11:30 a.m. to 7:30 p.m. and then every other Wednesday, approximately 8:30 a.m. to 4:30 p.m. Duties will include scheduling appointments, maintaining patient charts in an electronic health record system, checking patients in and out and collecting proof of income information as well as co-pays. Strong customer service skills as well as organizational skills are a must! Office experience in a medical setting would be preferred. Bi-lingual Spanish/English would be great but is not required. Pay starts at \$11-\$14 per hour based on experience.

Castle Rock Pediatrics

10/26/20

1001 S. Perry St., Suite 1018

Castle Rock, CO 80104

Contact: Rita Thieme, MD

Phone: (303) 688-2228

Fax: (303) 353-1758

Email: r.thieme@castlerockpediatrics.com

Website: www.castlerockpediatrics.com

Castle Rock Pediatrics is looking for a part-time **Pediatrician**. The position will be half-time, but may grow to full-time as the practice grows. Castle Rock is in beautiful Douglas County in Colorado. Douglas County is one of the fastest growing counties in the country. The position offers PTO and health, dental and vision insurance. There is also compensation for CME. Part of the position will include answering phone calls from the PA's when the other physician is off. These calls are uncommon, about 1-2 calls per day. Our initial after-hours call is taken by the Children's Hospital After Hours service, so we get very few after-hours calls.

If you are interested, please send your resume to r.thieme@castlerockpediatrics.com. Feel free to email with any questions.

Denver Pediatrics

10/6/20

9141 Grant Street, Suite 115

Thornton, CO 80229

Contact: Gita Sikand MD

Phone: (303) 920-9000

Fax: (303) 920-4000

Website: www.Denverpeds.com

Denver Pediatrics is currently looking for an enthusiastic and energetic **Pediatric Nurse Practitioner** to join our dedicated team for a part time opening for 2 to 3 days a week. We are a small and busy Pediatric practice with over 38 years of experience in providing advanced personalized pediatric care

in Thornton. Our patients and families do expect compassionate and comprehensive medical services within our office Monday through Friday and in-hospital newborn care at North Suburban Hospital.

Our staff loves taking care of patients and families. Our goal is to provide a warm and inviting environment and maintain the highest possible standard of care through ongoing education, quality improvement programs and positive change in workflow systems and evidence-based practice. Denver Pediatrics is devoted to preventive care. Well visits need to be a memorable, special and educational event. We welcome complex medical, social, developmental and psychological cases. We foster and exhibit a healthy, active lifestyle.

The practice utilizes the Epic EMR system through PedsConnect supported by Children's Hospital. Our providers are dedicated to delivering cost-effective, quality of care that is accessible to all our patients by applying AAP best practices as well as forming collaborative partnerships with Children's Hospital.

Denver Pediatrics also participates in the clinical training of the Medical Students within our office.

CVs can be emailed to Denverpediatrics@aol.com or faxed to 303-920-4000.

Please visit us on the web at www.Denverpeds.com

Guardian Angels Health Center - Pediatrics

10/3/19

1550 S. Potomac Street, Suite 230

Aurora, CO 80012

Contact: Vanneh Eich

Phone: (303) 369-1077

Fax: (888) 395-0545

Email: vannehe@ca-gahc.com

Website: <http://www.ca-gahc.com/>

Physician – Pediatrician

Start Date Immediate

Job Title Physician (MD/DO)

Specialty Pediatrics

Employment Full Time (4-10's & 5-8's)

Language English & Spanish (very helpful)

We are a growing private practice seeking a BC/BE Pediatric physician interested in joining a growing practice with a collaborative team to provide excellent health care for patients. The provider will provide acute and chronic comprehensive care and preventive medical care.

Position Details

- Flexible Schedule (4-day, 5-day)
- Average 24 patients per day – varies based upon schedule
- Call taken from home – shared call – low volume Experience & Education Qualifications
- Doctorate degree in Medicine or Osteopathy from an accredited educational institution or school
- Medical residency training from accredited educational institution or school
- Board certification in family or internal medicine specialty Experience
- High volume patient flow
- Treatment of Medicaid patients

We Offer

- Competitive Salary (commensurate with experience)
- Medical, Dental, Vision, Life/AD&D, 401k with match
- Continuing Educations Days & Dollars
- Malpractice and other professional fees
- Paid Time Off

If interested in this opportunity, please send your updated CV to vannehe@ca-gahc.com or fax to 888-395-0545.

Guardian Angels Health Center - Pediatrics

10/3/19

1550 S. Potomac Street, Suite 230

Aurora, CO 80012

Contact: Vanneh Eich

Phone: (303) 369-1077

Fax: (888) 395-0545

Email: vannehe@ca-gahc.com

Website: <http://www.ca-gahc.com/>

Nurse Practitioner or Physician Assistant – Pediatric

Start Date Immediate

Job Title Nurse Practitioner or Physician Assistant with active DEA

Specialty Pediatrics necessary & Family optional

Employment Full Time (4-10's, 5-8's)

Language English & Spanish (very helpful)

We are a growing practice is in Aurora, CO across from the Medical Center of Aurora. We seek an experienced Nurse Practitioner or Physician Assistant to provide Pediatric care to patients. This provider will provide pediatric and acute care to our patients including assessments, diagnosis, treatment and outcome measures of the healthcare problems a patient presents with. Round on babies at the hospital. Participate in call rotation. We seek someone with a desire to grow with our practice and maintains high energy and a positive attitude. Together we can make a difference and provide amazing care to our patients.

Minimum Qualifications Education

- Graduate of an accredited Nurse Practice Program
- Master's Degree from an accredited School of Nursing Certification/Licensure
- Unrestricted State of Colorado License
- Active DEA Certification
- BLS/ACLS/PALS Experience
- High volume patient flow
- Treatment of Medicaid patients

We Offer

- Competitive Salary (commensurate with experience)
- Medical, Dental, Vision, Life/AD&D, 401k with match
- Continuing Educations Days & Dollars
- Paid Time Off
- Paid Holidays

If interested in this opportunity, please send your updated CV to vannehe@ca-gahc.com or fax to 888-395-0545.

Highlands Integrative Pediatrics, PC

8/3/20

2650 18thStreet, Suite 100

Denver, CO 80211

Contact: Bryan Kono

Phone: (720) 236-9925

Fax: (720) 583-4471

Email: bpkono@gmail.com

Website: www.hipediatics.com

Highlands Integrative Pediatrics is looking for a full-time **Practice Administrator**. We are a general pediatric practice with an intentional office culture. Our mission is to provide excellent, holistic, compassionate and accessible pediatric care that integrates the best of conventional and natural medicine in in the treatment of illness and the promotion of wellness. We are looking for a qualified medical practice administrator to run the day to day operations of our practice.

Responsibilities

- Monitor budget and billing payments and coordinate with outside billing department
- Order medical and office supplies
- Develop and implement office policies and procedures
- Supervise office staff, including front desk and back office
- Maintain staff records
- Work with doctors and nurses to identify potential improvements and implement them
- Oversee provider credentialing with health plans and hospitals
- Ensure compliance with current healthcare regulations, medical laws and high ethical standards
- Oversee provider schedules

Requirements

- Proven work experience as a medical office manager
- Knowledge of accounting, data and administrative processes and principles
- Strong computer skills including Microsoft Word, Xcel, Powerpoint, EHR
- Experience with or strong interest in integrative medicine
- Knowledge of medical issues and terminology
- Excellent organizational and time-management skills
- Ability to multi-task and perform well in stressful situations
- Communication skills and a customer service orientation
- BS degree in Healthcare Administration, Business or relevant field

Job Type: Full-time

Highlands Integrative Pediatrics, PC

11/11/20

2650 18th Street, Suite 100

Denver, CO 80211

Contact: Oumou Diacko

Phone: (720) 583-4470, opt. 1

Fax: (888) 463-5887

Email: Oumou.diacko@hipediatrics.com

Website: www.hipediatrics.com

We are a general pediatric practice with an intentional office culture. Our mission is to provide excellent, holistic, compassionate and accessible pediatric care that integrates the best of conventional and natural medicine in the treatment of illness and the promotion of wellness. We are looking for qualified individuals to fill the positions below.

Medical Assistant

Assists the physician, Physician Assistant or Nurse in the examination and treatment of patients, and assists nurses as needed by performing the following duties.

ESSENTIAL FUNCTION #1: PATIENT SUPPORT

- Triage patients and administers appropriate treatment under the direction of a physician or other medical provider staff. May operate equipment for diagnostic tests or give injections.
- Prepares the examination room for each patient's visit; ensures adequate supplies and appropriate instruments are available.
- Greets and rooms patients, takes temperature, pulse, blood pressure and other vital signs to detect deviations from normal and assess condition of patient. Documents patient history and medication and records this and any other pertinent information in the chart.
- Phones pharmacies with new prescriptions and prescription refills. Documents this information in the patient's chart.
- Instructs patients on pertinent information essential to their care and treatment. Reviews handout material, videos and medical instructions.
- Complies with OSHA policies and CLIA compliance while performing all duties.

- Assists with the scheduling of appointments, tests and procedures as needed. Recalls patients for appointments and sends out reminder cards.
- Other duties as assigned.

Kids First Health Care

9/21/20

4675 E. 69th Ave.

Commerce City, CO 80022

Contact: Catherine Schurger

Phone: 303.853.3281 (no phone calls)

Fax: 303.289.7378

Email: cschurger@kidsfirstco.org

Website: www.kidsfirsthealthcare.org

Position: **Pediatric Medical Director**

Job purpose:

The Medical Director is a combined clinical and administrative position that supports the Kids First mission to deliver high quality pediatric services. The position provides leadership, direction and administration of all dimensions of clinical activities to ensure accomplishment of clinical objectives. The Medical Director is responsible for driving continuous quality improvement, integrated services and application of evidence-based clinical practices. The purpose of the position is to promote clinical excellence and efficiency throughout the agency.

Duties and Responsibilities:

1. Leadership and Administration

- Emulate and promote the values of Kids First and the associated behaviors.
- Ability to lead people in a clinical setting through coaching, mentorship, and ongoing support.
- Works collaboratively with agency leadership to achieve strategic goals.
- Participate in agency strategic planning and develop aligned annual work plan.
- Participate in Leadership Team meetings.
- Collaborates with supervisor to demonstrate progress and success in meeting work plan metrics in the expected timeframe.
- Works collaboratively with direct reports to maintain clinic operations, develop and implement models of care, evaluate patient outcomes, and achieve metrics of success.
- Revise program budget semi-annually and manage budget throughout the year.

2. Clinic Operations

- Promote and advance integrated and culturally responsive services throughout Kids First Health Care to best support patients.
- Maintains knowledge of current research and evidence-based practice.
- Design and administer clinically related training.
- Develops and initiates policies and procedures for evidence based clinical practices. Ensure clinical staff knowledge of policies and procedures and placement in an easy-to-reference format.
- Promotes consistency and best practices that enhance clinical quality and efficiency and minimizes variation across clinical sites.
- Oversees Lead Behavioral Health Professional and promotes an integrated care model.
- Supports Clinic Operations Manager on Dental Integration.
- Champions and directs quality improvement efforts and demonstrates improvement.
- Support clinical teams, facilitate clinical discussions and decision making and participate in medical home model management of medically complex patients.
- Approximately 20 hours or 25% (monthly) of direct patient care.
- Serves as a primary care provider to include accurate physical examinations, evaluations,

diagnosis, treatment, follow up, consultation, and coordination of patient care.

- Assesses the roles and responsibilities of clinical team members, including opportunities for personal, clinical, or site improvement.
- Promotes and oversees vaccine compliance, policies and procedures.
- Oversees and supports Clinic Manager for clinic incidents.
- Manages clinic schedules for Nurse Practitioners and Pediatricians.
- Ensures compliance with clinical standards (i.e.: CLIA waived testing, Medicaid requirements, etc.) and reporting (statistics, state requirements, etc.).
- Other projects as identified with Executive Director.

3. Management

- Attend weekly clinic management meetings and monthly clinic meetings.
- Manages Clinicians and Clinical Leadership Team including reviews, support, training opportunities, hiring and termination.
- Consults and supports medical policies and procedures for Westminster Public Schools and Adams 14 school nurses.
- Informs clinical grant proposals and grant performance measures.
- Works with team members to set data metrics, compliance expectations and ensure accomplishment of clinic performance objectives.
- Informs Revenue Cycle policies and procedures to promote efficient, cost effective medical care.
- Collaborates with Clinic Quality Manager and Director of Community Outreach on Care Coordination and Patient Engagement.
- Supports other projects as identified with Executive Director.

4. Communication

- Provides ongoing feedback on operational performance to Executive Director and other senior leadership.
- Encourage good communication and teamwork across clinical and administrative teams.
- Represents Kids First knowledgeably and professionally to internal and external audiences.

Qualifications:

Minimum Qualifications

- Active Colorado Medical License and Board Certification
- Valid license/DEA registration in Kids First's jurisdiction
- Current CPR/BLS certification
- NPI number, CO Medicaid provider numbers by hire

One or more years of healthcare leadership experience including:

- Managing Nurse Practitioners.
- Managing through challenging times and significant systems change.
- Balancing priorities of revenue generation, expanding access to care, and high-quality clinical practices.
- Matching capacity and demand to ensure efficient use of resources.
- Setting expectations among direct reports and ensuring they are met.

Preferred Qualifications

- Bilingual
- Experience working with medically underserved populations, community settings, school-based health care, population-based outcomes and integrated and team-based models of care.
- American Academy of Pediatrics Fellow (FAAP designation)

Physical Requirements:

- While performing the duties of this job, the employee is regularly required to, stand, sit;

talk, hear, and use hands and fingers to operate a computer and telephone keyboard reach, stoop kneel to install computerequipment

- Specific vision abilities required by this job include close vision requirements due to computer work
- Light to moderate lifting is required

Standard Requirements:

- Support the mission and values Kids First Health Care.
- Pass fingerprinting and background check.
- Ability to be a team player. Support and assist team members. Be available to help and learn from the team and community partners.
- Ability to interact effectively and professionally with persons from diverse cultural, socioeconomic, education, racial, ethnic and professional backgrounds
- Ability to adapt to change; including but not limited to scheduling, clinic procedures and policies.
- Ability to demonstrate the highest level of performance and behavior standards on a consistent basis.
- Demonstrated ability as a self-starter with the ability to prioritize and manage multiple tasks
- Ability to develop and maintain effective relationships with parents, child/adolescent patients, medical providers, Community Clinic Partners and all staff members
- Ability to complete tasks timely and work effectively with managers, co- workers, members of the public and professional groups
- Superior communication and interpersonal skills
- Knowledge of computers and data entry procedures, including Electronic Medical Records (EMR), Microsoft Excel and Word
- Accountable, punctual, and reliable

Direct Reports:

- Assistant Medical Director, Clinic Manager, Clinic Operations Manager, team of Nurse Practitioners, Health Education Manager

Kids First Health Care

10/21/20

4675 E. 69th Ave.

Commerce City, CO 80022

Contact: Nancy Ortega

Phone: 303.853.3281 (no phone calls)

Fax: 303.289.7378

Email: norgeta@kidsfirstco.org

Website: www.kidsfirsthealthcare.org

Position: **Float/Support Medical Assistant**

Works with Kids First providers and external resources to ensure patient care objectives are met. Float Medical Assistant will be based off our main clinical site. The Medical Assistant is responsible for supporting the clinic care teams in delivering health care services to pediatric and adolescent patients in a professional manner. The Float Medical Assistant functions according to the clinical policies and procedures established by Kids First Health Care.

Duties and responsibilities

1. Welcome patients, families and visitors to the clinic; answer and return phone calls in a professional manner, schedule appointments, assist patient with completion of paperwork and enter into electronic Medical Record (EMR).
2. Cover one of the seven clinic sites as directed.
3. Verify health insurance, screen for sliding fees, and collect copays
4. Perform Spanish verbal and written translation to patients and families as needed

5. Enter information into electronic medical record
6. Check in patients for their appointments
7. Performing health care procedures as requested/ordered by the provider.
8. Review immunization records; administer and document immunizations; manage vaccine inventory and complete monthly statistic.
9. Perform laboratory procedures; obtain lab specimens including venipuncture; complete documentation and lab requisitions, arrange for delivery of laboratory specimens to external laboratories, communicate lab results to provider.
10. Manages compliant with Clinical Laboratory Improvement Amendments (CLIA) waived quality control logs
11. Provide health education and medical results to individual patients/families as requested by providers.
12. Communicate and collaborate with clinic care team and school staff as indicated. Submit, Track, and Follow-up referrals.
13. Review and submit superbills on a weekly basis.
14. Prepare and clean exam rooms before and after each visit; perform thorough cleaning on a weekly basis
15. Maintain clinic inventory; order and stock medical, lab and immunization supplies.
16. Properly dispose of biohazard materials

Qualifications

Education:

- Completion of Accredited Medical Assistant program (required)
- Certified Medical Assistant Licensing current (preferred)
- Basic Life Support certified (required)

Experience:

- Minimum of one year of Medical Assistant experience (Required)
- Prior experience with pediatric patients (preferred)
- Experience with Electronic Medical Records (EMR)

Skills:

- Fluent in Spanish and English
- Ability to be a team player. Support and assist team members.
- Be available to help, and learn from the team.
- Ability to adapt to change; including but not limited to scheduling, clinic procedures and policies.
- Ability to demonstrate the highest level of performance and behavior standards on a consistent basis.
- Demonstrated ability as a self-starter with the ability to prioritize and manage multiple tasks.
- Ability to develop and maintain effective relationships with parents, child/adolescent patients, medical providers, and all staff.
- Superior communication and interpersonal skills.
- Knowledge of computers and data entry procedures, including Electronic Medical Records (EMR), Microsoft Excel and Word.
- Excellent customer relations skills
- Accountable
- Punctual
- Reliable
- Ability to obtain and maintain Certified Medical Assistant Licensing

Physical requirements

- While performing the duties of this job, the employee is required to sit, stand, walk, talk, hear, and demonstrate manual dexterity. Light lifting may be required up to 50 lbs.

Standard Requirements

- Experience with EMR

Kids First Health Care

10/21/20

4675 E. 69th Ave.

Commerce City, CO 80022

Contact: Nancy Ortega

Phone: 303.853.3281 (no phone calls)

Fax: 303.289.7378

Email: norgeta@kidsfirstco.org

Website: www.kidsfirsthealthcare.org

Position: **Front Medical Assistant**

Works with Kids First providers and external resources to ensure patient care objectives are met. The Medical Assistant (MA) is responsible for supporting the clinic care team in delivering health care services to pediatric and adolescent patients in a professional manner. The MA functions according to the clinical policies and procedures established by Kids First Health Care

Duties and responsibilities

1. Welcomes patients, families and visitors to the clinic; answers and returns phone calls; schedules appointments; assists patients with completion of paperwork
2. Performs Spanish verbal and written translation for patients and families
3. Enters information into the Electronic Medical Record (EMR)
4. Checks in patients for their appointments
5. Performs health care procedures as instructed by providers
6. Reviews immunization records; administers and document immunizations; manages vaccine inventory; completes monthly immunizations statistics
7. Performs laboratory procedures; obtains lab specimens including venipuncture; completes documentation and lab requisitions; arranges for delivery of laboratory specimens to external laboratories; communicates lab results to providers
8. Provides health education and medical results to patients and families as instructed by providers
9. Manages Autoclave processes for clinic site
10. Communicates and collaborates with clinic care team and school staff as indicated
11. Submits, tracks, and follows-up on referrals
12. Reviews and submits superbills on a weekly basis
13. Prepares and cleans exam rooms before and after all visits; performs thorough cleaning on a weekly basis.
14. Maintains clinic inventory; orders and stocks medical, lab, and immunization supplies
15. Properly disposes of biohazard materials

Qualifications

- Ability to clearly communicate in English and Spanish (required)
- Ability to be a team player. Support and assist team members. Be available to help and learn from the team.
- Ability to adapt to change including but not limited to scheduling, clinic procedures and policies
- Ability to always demonstrate the highest level of performance and behavior standards
- Ability to be a self-starter who can prioritize and manage multiple tasks
- Ability to develop and maintain effective relationships with parents, child/adolescent patients, medical providers, and all staff
- Knowledge of computers and data entry procedures including EMR, Microsoft Excel and Word
- Commitment to providing quality healthcare to the underserved

Physical requirements

- While performing the duties of this job, the employee is required to sit, stand, walk, talk, hear, and demonstrate manual dexterity. Light lifting may be required up to 50 lbs.

Standard Requirements

- Minimum of one year of Medical Assistant experience
- Prior experience with pediatric patients
- Experience with EMR

- Completion of Accredited Medical Assistant program
- Certified Medical Assistant Licensing current or in process
- Basic Life Support certified

Kids First Health Care

10/21/20

4675 E. 69th Ave.

Commerce City, CO 80022

Contact: Nancy Ortega

Phone: 303.853.3281 (no phone calls)

Fax: 303.289.7378

Email: norgeta@kidsfirstco.org

Website: www.kidsfirsthealthcare.org

Position: **SBHC Medical Assistant THS**

Works with Kids First providers and external resources to ensure patient care objectives are met. The Medical Assistant is responsible for supporting the clinic care team in delivering health care services to pediatric and adolescent patients in a professional manner. The Medical Assistant functions according to the clinical policies and procedures established by Kids First Health Care. Additional: This position is inside a school the position is paid for 1500 of the school year. Working school year schedule only!

Duties and responsibilities

1. Welcome patients, families and visitors to the clinic; answer and return phone calls in a professional manner, schedule appointments, assist patient with completion of paperwork and enter into electronic Medical Record (EMR).
2. Verify health insurance, screen for sliding fees, and collect copays Perform Spanish verbal and written translation to patients and families as needed.
3. Enter information into electronic medical record.
4. Check in patients for their appointments.
5. Performing health care procedures as requested/ordered by the provider.
6. Review immunization records; administer and document immunizations; manage vaccine inventory and complete monthly statistic.
7. Perform laboratory procedures; obtain lab specimens including venipuncture; complete documentation and lab requisitions, arrange for delivery of laboratory specimens to external laboratories, communicate lab results to provider.
8. Manages compliant with Clinical Laboratory Improvement Amendments (CLIA) waived quality control logs.
9. Provide health education and medical results to individual patients/families as requested by providers.
10. Communicate and collaborate with clinic care team and school staff as indicated.
11. Submit, Track, and Follow-up referrals.
12. Review and submit superbills on a weekly basis.
13. Prepare and clean exam rooms before and after each visit; perform thorough cleaning on a weekly basis.
14. Maintain clinic inventory; order and stock medical, lab and immunization supplies.
15. Properly dispose of biohazard materials.

Qualifications

Education:

- Completion of Accredited Medical Assistant program (required)
- Certified Medical Assistant Licensing current (preferred)
- Basic Life Support certified (required)
- Experience:
- Minimum of one year of Medical Assistant experience (Required)
- Prior experience with pediatric patients (preferred)
- Experience with Electronic Medical Records (EMR)

Skills:

- Fluent in Spanish and English
- Ability to be a team player. Support and assist team members.
- Be available to help, and learn from the team.
- Ability to adapt to change; including but not limited to scheduling, clinic procedures and policies.
- Ability to demonstrate the highest level of performance and behavior standards on a consistent basis.
- Demonstrated ability as a self-starter with the ability to prioritize and manage multiple tasks.
- Ability to develop and maintain effective relationships with parents, child/adolescent patients, medical providers, and all staff.
- Superior communication and interpersonal skills.
- Knowledge of computers and data entry procedures, including Electronic Medical Records (EMR), Microsoft Excel and Word.
- Excellent customer relations skills
- Accountable
- Punctual
- Reliable
- Ability to obtain and maintain Certified Medical Assistant Licensing

Physical requirements

- While performing the duties of this job, the employee is required to sit, stand, walk, talk, hear, and demonstrate manual dexterity. Light lifting may be required up to 50 lbs.

Standard Requirements

- Experience with EMR
- Basic Life Support certified

Kids First Health Care

10/26/20

4675 E. 69th Ave.

Commerce City, CO 80022

Contact: Mary Rae Pacheco

Phone: (no phone calls)

Fax: 303.289.7378

Email: MPacheco@westminsterpublicschools.org

Website: www.kidsfirsthealthcare.org

Position: **Part-Time School Nurse**

Part Time position for the 2020-21 school year for a School Nurse working directly for non-profit agency, Kids First Health Care, providing services to Westminster Public Schools (WPS) in Westminster, Colorado. We have the following shift available:

Tuesday only - 8 hours per week. Competitive salary, no benefits (must work 24 hours per week to receive benefits). Nurses work in-district following the WPS school calendar. The nursing assignment includes 5 schools and 7 programs (PreK through 12th grade). During the 2020-21 school year WPS is offering students two schooling options: Monday-Friday, Brick and Mortar (in-person) or Virtual Academy (M-F).

School Nursing Services

Kids First partners with Adams County School District 14 in Commerce City and Westminster Public Schools to provide school nursing services, supporting the health needs of more than 17,000 students in 34 schools so they can achieve their full academic potential.

School Nursing Services offered

- Health consultation for students with identified health care needs requiring modification and accommodations in the school setting
- Health-related liaison between student, school staff, parent, and community health care providers and organizations

- Health assessments; interpretation of medical data; participation in Individualized Education Plan development, Child Find and 504 accommodations, and Health Care plans for students with disabilities and/or students with special health care needs
- CPR, First Aid, Medication, Diabetes Training for School Personnel, Standard Precautions (and other health-related areas as requested) training for key school personnel
- Training, delegation, and ongoing supervision of school personnel in the administration of medication and other special health care procedures
- Triage of traumatic injuries and acute medical conditions
- Assessment and consultation for communicable diseases, significant illness/injuries, vision and hearing program
- Consultation and tracking regarding student health information, immunizations and documentation.

Requirements

- Current Colorado RN license
- Bachelor of Science in Nursing
- Special Services licensure as a School Nurse through the Colorado Department of Education or application must be completed upon employment
- School Nursing experience preferred or minimum of one-year experience in pediatrics, community, and/or school health.

Mindful Pediatrics – Holistic Pediatrics Practice

10/3/19

75 Manhattan Drive

Boulder, CO 80303

Contact: Roy Steinbock MD FAAP

Phone: (303) 775-5283 or (303) 318-4102

Email: DrRoy@MindfulPediatrics.com

Mindful Pediatrics is the general pediatric office of Roy Steinbock MD, a board certified and holistic pediatrician, seeing children from birth through adolescence for all their wellness care, sicknesses and general health guidance.

At Mindful Pediatrics, I have created a practice that promotes the highest quality of care in a supportive and nurturing environment. I practice evidence-based western medicine with a holistic approach. I believe that each child is unique and deserves to be understood from a biological, psychological, spiritual and social perspective. Using my knowledge of general Pediatrics, nutrition, mindfulness, and holistic medicine, I guide my patients and their families in both well care and illness. From nutrition to exercise, mind-body, homeopathy, herbs and pharmaceutical medications, I use the most appropriate and mildest combination to achieve the best outcome. Taking the time to gain this greater understanding is the key to an accurate diagnosis and treatment.

Because Mindful Pediatrics is a fee for service practice (we do not accept insurance) visits last as long as they need to. To get to know each other on a deeper and more meaningful level a typical well visit may last an hour. Only one patient is scheduled at a time, and the number of families in the practice is limited to ensure virtually no wait times and excellent availability. The entire experience is designed to honor and respect the needs of the child and family.

Mindful Pediatrics is looking for a **part-time Pediatrician, Nurse Practitioner** or **Physician's Assistant** to join our team.

- Part time (2 days per week) and grow towards a full time position (3.5 to 4 days per week).
- We are looking for a trustworthy, kind and compassionate, confident, self-motivated and driven provider who has an amazing attention to detail and memory.
- Holistic training is a definite plus, but otherwise looking for someone with a readiness to learn and grow.

- As a holistic physician I strive to maintain balance and an excellent quality of life. I have created a practice that has attracted amazing families who seek the same. Work is fun, reasonably paced, satisfying and engaging.

Park View Pediatrics

8/25/20

6179 S. Balsam Way #205

Littleton, CO 80123

Contact: Terrie Brown, Office Manager

Phone: 303-972-2000

Fax: 720-245-2690

Email: terrie@pvpedsco.com

Website: <https://parkviewpediatricsco.com/>

Park View Pediatrics is looking for a fun, energetic, professional **MA** with a passion for taking care of children. We strive to make every family feel like a part of our medical home.

Duties include:

- Checking in patients and taking vitals
- Vaccinations for all age children (should also know the schedule)
- Blood draws
- In office lab tests (UA, hemocult, rapid strep and flu, monospot, etc)
- Telephone triage
- Preparing patient charts and helping at the front desk as needed
- The ability to recognize and prioritize patient's symptoms

Requirements:

- At least 1 year of experience in pediatrics or family medicine
- High school diploma or equivalent and graduate of an accredited school for medical assistant
- MUST be able to draw blood on patients as young as two years old
- Be CPR/BLS certified
- One-year EPIC experience a plus
- Maintain confidentiality and adhere to all HIPAA privacy and security guidelines
- Be familiar with OSHA and CLIA standards

The position is full time, 4 days per week (36 hours), no weekends. We offer competitive salaries and benefits in a professional and family-friendly environment. References and background check required.

Parker Pediatrics and Adolescents

1/29/20

10371 S Parkglenn Way #100

Parker, CO 80138

Contact: Lindsey Einhorn, PhD

Phone: (303) 841-2905

Fax: (303) 841-3052

Email: leinhorn@parkerpediatrics.com

Website: www.parkerpediatrics.com

Parker Pediatrics and Adolescents is a pediatric primary care practice located in Parker, CO. Our practice is comprised of seven pediatricians, three physician extenders, three child/adolescent psychologists, a licensed professional counselor, a registered dietician, and a lactation consultant. We strive to provide excellent medical and psychological care and are a certified Medical Home.

We are looking to hire a part time mental health provider to join our practice. We are looking for a licensed **PhD, PsyD, LCSW, MA, or LPC**. The mental health provider will conduct ADHD evaluations and provide individual therapy and family therapy. We see a high patient volume of children and adolescents ranging in age from 3-20. We are looking for someone with assessment experience and experience working with children, adolescents, and families.

All interested applicants should fax a cover letter, current curriculum vitae, and professional references to [303-841-3052](tel:303-841-3052) Attn: Lindsey Einhorn, PhD, or via email to leinhorn@parkerpediatrics.com

Pediatric Partners of the Southwest

10/21/20

810 East 3rd Street, Suite #301

Durango, CO 81301

Contact: Cecile Fraley, MD

Phone: (970) 375-0100

Fax: (970) 375-9210

Email: aharrison@ppswdurango.com

Website: <https://www.ppswdurango.com/integrated-behavioral-health>

Behavioral Health Counselor

Pediatric Partners of the Southwest (PPSW) is hiring a third licensed behavioral health specialist to join our well established PPSW (fully) Integrated Behavioral Health Team. Therapist will assist families with identifying needs by implementing appropriate screening tools, providing support and counseling to our patients and families, as well as collaborating with health professionals in care coordination, triage and referral. This is a full-time, benefitted position. NHSC and CO State Loan forgiveness programs available. Early childhood experience and familiarity with IEP and 504 plans desired. Experience in an integrated pediatric practice or children's hospital a plus!

<https://www.ppswdurango.com/integrated-behavioral-health>

PPSW is an innovative and happy pediatric medical home practice located in beautiful Durango, CO serving SW Colorado in three school based-health centers ,a private practice location, and as hospitalists at our regional hospital. We provide care from birth to twenty-one years of age.

<https://www.ppswdurango.com/>

Responsibilities include:

- Compassionately, efficiently, and effectively identify problems using brief interventions "hot spotting" and short-term counseling sessions.
- Conducts appropriate assessments with focus on functional outcomes.
- Coordinates care for complex patients with co-morbid mental and physical health conditions.
- General understanding of pharmacology with familiarity of commonly used psychotropic medications used in a primary care setting.
- Can assess patients in brief time allotted and utilize solution focused brief interventions, such as CBT, Motivational Interviewing, ACT, DBT, and Psycho-Education.
- Readily provides unscheduled services when needed and available for on-demand consultation.
- Demonstrated competence with DSM diagnostic criteria and treatment planning.
- Writes clear, concise chart notes.
- Comfortable with collaborative discussion and team-based care with pediatrician and advanced care providers.
- Works with primary care provider to refer cases to specialty mental health services when appropriate.
- Utilizes general knowledge of the most common conditions treated in pediatric primary care (i.e. , Asthma, AD/HD, Allergies, Ear infections, Developmental Disorders).
- Assists with staff training as needed.
- Crisis Intervention and risk assessments. Acts as a consultant to other staff on skillful and effective intervention with patients, including crisis intervention.
- Ability to adapt to quickly changing situations that arise in a pediatric medical home practice; we value flexible independent "bucket carriers".
- Comfortable using an electronic health record with IBH templates within the medical record.
- Being part of a busy team-based practice which values a happy and innovative work environment.

Education/Experience:

- Licensed Clinical Social Worker (LCSW), Licensed Professional Counselor (LPC), PhD, or PsyD
- Two years' experience in integrated health setting preferred, but not required.

Please send your resume to aharrison@ppswdurango.com

Rocky Mountain Health Centers Pediatrics

9/18/19

14001 E. Iliff Ave., Suite 210

Aurora, CO 80014

Contact: Karolynn Humberd St-Pierre

Phone: (720) 458-8033

Email: karolynn@symmetryconsult.com

Website: <https://rmhcpeds.com>

We are a private practice in south-east Denver looking for a board certified or board eligible bi-lingual (Spanish/English) **Pediatrician MD/DO** to join our growing practice. We are a Medical Home for Children dedicated to enhancing their lives from birth to 18 years of age. We provide acute and chronic comprehensive care, preventative medical care and in-house mental health counseling services. We are looking for an enthusiastic, passionate and community-centered Physician to function in our atmosphere that, in utilizing a team approach, is consistently focused on providing the best possible care to our patients.

Interested candidates can reach out to Karolynn karolynn@symmetryconsult.com

Village Pediatrics

9/5/19

7840 E. Berry Pl., Suite #1

Greenwood Village, CO 80111

Contact: Jeanne Cherrington

Phone: (303) 850-7337

Fax: (303) 850-7362

Email: Villagepediatrics@gmail.com

Website: no website yet, but check out our reviews on Google and Yelp

Fulltime Medical Assistant

Village Pediatrics is a small but very busy outpatient primary care clinic located in the heart of Greenwood Village. We strive to make every patient feel like a part of our family and always treat them with the utmost respect. We are looking for a fun, energetic MA with a passion for taking care of children.

Duties include:

- Checking in patients and taking vitals
- Blood draws
- In office lab tests (UA, hemocult, rapid strep and flu, monospot, etc)
- Processing labs through Quest and Lab Corp
- Telephone triage
- Opening and closing the office
- Preparing patient charts and helping at the front desk as needed

Requirements:

- At least 1 year of experience in pediatrics or family medicine
- The ability to recognize and prioritize patient's symptoms
- MUST be able to draw blood on patients as young as two years old

Ability to work Monday-Friday from 8:30-5:30 (sometimes later during flu season)

Wheat Ridge Pediatrics

9/23/19

4350 Wadsworth Blvd. Suite 301

Wheat Ridge CO 80033

Contact: Yelena Khayut M.D.

Phone: (303) 421-0194

Fax: (303) 421-6587

Email: yelmik@gmail.com

Website: www.wheatridgepediatrics.com

Looking for young energetic **pediatrician** to join as a partner in a well-established private practice. Start summer/fall 2019. Expected to see patients 4 days per week, on call every other weekend (triage performed by nurses in local Children Hospital). 50 year old small practice that knows its patients and their families. Enjoy sunshine 300 days a year and wealth of outdoor activities.

This is an ideal opportunity for a physician who desires to start his own practice, but hesitant to begin from scratch. Possible candidate must be willing to share office expenses, and will receive an existing patient population from the retired pediatrician. If interested, please email to Yelena Khayut M.D.

Regional Openings:

Dino Pediatrics

9/18/19

1190 Bookcliff Ave #104

Grand Junction, CO 81501

Contact: Crystal Cameron

Phone: (970) 242-7060

Fax: (970) 242-6198

Email: dinopeds@yahoo.com

Excellent opportunity for **Full Time / Part Time career-oriented pediatrician** in Western Colorado. Pediatric practice located in Grand Junction, CO is currently looking to add additional qualified physicians to our practice. No C-Section or deliveries to attend, light on-call 1 out of every 3 (nurse takes 1st call), various employment options available.

Grand Junction is located 30 miles from the Utah border and in the heart of the Grand Valley. With the surrounding mountains and rivers, the outdoor life can't be beat. The low cost of living and reasonably priced real estate makes Grand Junction a desirable place to live.

All qualified applicants are encouraged to apply. Please email your CV to dinopeds@yahoo.com or fax to (970) 242-6198. Feel free to contact Crystal at (970) 242-7060 with inquiries.

Ebert Family Clinic

10/14/19

730 N. Summit Blvd., Suite 101

Frisco, CO 80443

Contact: Dr. Christine Ebert Santos

Phone: (970) 668-1616

Fax: (970) 668-5650

Email: officemanager@ebertfamilyclinic.com



Internist needed in the mountains, Frisco CO

Small family clinic seeking **med peds or internist part-time to full time** in beautiful Summit County in the heart of the Rocky Mountains. We are an established office that has grown from peds only into family care and our community is in needs of more specialists.

Established practice, EMR in place (ECW), St. Anthony's Summit Medical Center is 5 minutes away, besides bike and hiking trails, xc skiing, downhill mountains and many other fabulous things to do and see.

Please contact us for info and particulars, such as call, benefits, more about us or the area. Email is best officemanager@ebertfamilyclinic.com. Thank you!

Pediatric Associates of Durango

7/27/20

1199 Main Ave, Suite 205

Durango, CO 81301

Contact: Stacy Bower

Office: (970) 259-7337

Fax: (970) 259-7366

Email: stacy@paofdurango.com

Website: www.paofdurango.com

Enthusiastic, innovative, seasoned **BC Pediatrician** wanted for a pediatric practice passionate about integrating complementary medicine and behavioral health in a general out-patient, pediatric practice rooted in western medicine.

Pediatric Associates of Durango is a "Medical Home" for infants, children and adolescents. Our goal is to ensure that our patients thrive physically, mentally and emotionally. To accomplish this, we call on our solid background in conventional medicine as well as exploring a multitude of alternative options that have proven to enhance the overall health of our patients. Our families appreciate that we address the underlying causes of an illness and disease while simultaneously relieving symptoms.

We, at Pediatric Associates of Durango, are passionate about setting a new standard for health that empowers children to reach their full potential!

The clinic is in beautiful Durango, Colorado. The southwest, four corners area provides unparalleled opportunities to enjoy the outdoors whether it is skiing, camping, hiking, rock climbing, or mountain biking. Durango is also the home of Fort Lewis College ensuring a small town feel with a cosmopolitan outlook.

Palouse Pediatrics

3/24/20

1205 SE Professional Mall Blvd., Suite 104

Pullman, WA 99163

Contact: Dr. Katie Hryniewicz Katie.Hryniewicz@pullmanregional.org (509)750-8930

Dr. Mike Frostad Mike.Frostad@pullmanregional.org (509)336-3053

Phone: (509) 332-2605

Fax: (509) 334-5754

Website: www.palousepediatrics.com

Pediatrician Job Opportunity in SE Washington/North Idaho.

If you are a **MD or DO, BC/BE pediatrician** who is looking for a great new opportunity. We are a well-established group of pediatricians committed to quality, evidence-based care and building relationships with families over a child's lifespan - from attending a child's birth to well visits in clinic to being there when they get admitted with croup at the local critical access hospital. It's the full-scope primary care pediatrics that DOES still exist, in a group of pediatricians who are well trained, collegial and treat each other like family. Will you take some calls? Yes. Will you work some weekends? Yes. Will it be worth it to be "it" for families at the time they need you most? Yes, of course.

The rewards: Families will know you, thank you, express gratitude with your favorite coffee. You will be welcomed with open arms into this incredible community we love. Plus, you will enjoy a strong income and outstanding benefits - salary potential over 200k, sign on bonus, relocation assistance, 401K with a match, 6 weeks of PTO, CME funds and much more.

The place: Located in the beautiful rolling hills of the Palouse (SE Washington and North Idaho) our two clinics provide extended access to our families across the region. Home of Washington State University and the University of Idaho these small university towns provide a really neat, diverse and well-educated community. Enjoy four beautiful seasons for year-round outdoor activities, PAC-12

sports, university activities, excellent public schools, low cost of living and a safe place to raise a family. In addition, you are within a reasonable distance to the more metropolitan Spokane, the Snake River for boating and fishing, multiple ski hills and more.

Breaking it down:

- SE Washington/North Idaho
- BC/BE Pediatrician
- MD or DO
- Full-time position (4 days/week) or Part-time options.
- Employed hospital owned clinic
- 4 cool pediatricians. Looking to add a 5th due to recent retirement of a beloved 30-year pediatrician.
- 1:4 to 1:5 clinic/hospital call divided equally (with extra pay for hospital call duties)
- 90-95% Outpatient, 5-10% Inpatient
- Inpatient includes basic medical admits and ED consults, but is mostly newborn nursery and deliveries with a level I nursery doing 350-375 deliveries/year.
- Competitive salary guarantee based on the MGMA mean for first 2 years, with 3rd year to start productivity model with a guaranteed base.
- Excellent benefits

Hope to hear from you soon!

Dr. Gordon, Dr. Shields, Dr. Katie and Dr. Mike