

Community Physicians Group is now taking applications for the following position:

**Full-Time LPN
Kansas Medical Center**

Educational Requirements:

- LPN with License in good standing with the State of Oklahoma
- Experience in Primary Care
- Proven previous job history
- Basic Computer skills

Primary Responsibilities:

May include but not limited to the following:

- Work closely with Staff, Nurses and Providers
- Drawing Labs following proper procedure, tube and insurance requirements
- Administer immunizations and other injectables following proper procedure
- Referrals, Pre Certifications, and ACO Care Management
- Track Disease Management/Health Maintenance per CPG policy
- Ability to stage 30+ patients per day in accordance with office procedure
- Knowledge of ECW a plus.
- Assist with inventory, ordering and stocking exam and procedure rooms
- Set up, clean, sterilize and prepare all exam and procedure rooms after each use
- Assist with QC
- Assist with VFC and private stock injection management and entry into EMR
- Return patient phone calls in a timely manner
- Assist with answering phones and appointment scheduling
- Lab and X-Ray procedures and duties may be required
- Ability to adapt to change
- Open availability for half day Saturday clinic one to two Saturdays a Month
- All other duties as assigned

Interested applicants should contact Carrie McFerron at 918-868-2175

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