

Iowa Department of Administrative Services – Human Resources Enterprise  
Job Classification Description

## Physician Assistant

---

---

### Definition

Provides medical services within the qualifications of the Physician Assistant, as delegated by an approved supervising physician, provided by law and approved by the Iowa Board of Physician Assistants; or provides pathology services as delegated and approved by a supervising physician; performs related work as required.

*The work examples and competencies listed below are for illustrative purposes only and not intended to be the primary basis for position classification decisions.*

### Work Examples

Assists physician by making patient rounds; noting patient progress; initiating, transcribing, or executing orders; and compiling and recording case summaries.

Recognizes and evaluates situations or conditions that call for the immediate attention of physician; may initiate treatment procedures in emergency situations.

Conducts physical examinations and interviews patients to collect historical and physical data; records and presents data to physician to aid in determining diagnostic or therapeutic procedures.

Assesses, diagnoses, and treats medical problems as delegated by a supervising physician.

Instructs and counsels patients on physical and mental health matters including nutrition, disease, therapy, and human growth and development.

Performs routine therapeutic procedures including injections, immunizations, and suturing and caring for wounds.

Prescribes or provides medications or orders medication for patients as delegated by a supervising physician.

Interprets, performs, or assists in performing routine laboratory and related studies including drawing blood samples, urinalyses, and taking electrocardiographic tracings.

Orders drugs and supplies, keeps records, and maintains equipment.

Provides autopsy assistance in the external examination, evisceration, disposition of bodies, and collection of body fluids for analysis.

Oversees performance of autopsy technicians.

Assists in writing, updating, and maintaining autopsy protocol and procedures; labels, packages, and transports specimens and evidence, maintaining the proper chain of custody; assists in compiling statistical information, recordkeeping, and other office duties.

Maintains autopsy suite and protocol to prevent the spread of blood and airborne pathogens.

Assists in gathering information from hospitals, law enforcement officials, and/or scene visits.

Orders necessary supplies and equipment for morgue, ensuring an adequate inventory at all times, keeping records, and maintaining equipment.

Maintains on-call status at the direction of the State Medical Examiner.

## Competencies Required

Knowledge:

- Medicine and Dentistry – 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 – 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.
- Therapy and Counseling – Principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions, and for career counseling and guidance.

Abilities:

- Deductive Reasoning – Apply general rules to specific problems to produce answers that make sense.
- Inductive Reasoning – Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- Oral Comprehension – Listen to and understand information and ideas presented through spoken words and sentences.
- Oral Expression – Communicate information and ideas in speaking so others will understand.
- Problem Sensitivity – Tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

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.
- Critical Thinking – Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Reading Comprehension – Understanding written sentences and paragraphs in work-related documents.
- Speaking – Talking to others to convey information effectively.
- Service Orientation – Actively looking for ways to help people.

## Minimum Qualification Requirements

Licensure as a physician assistant by the Iowa Board of Physician Assistants.

For positions in this job classification in the Department of Public Health, specifically, applicants must meet at least one of the following minimum requirements to qualify:

- 1) Graduation from a recognized pathologists' assistant program.
- 2) Licensure as a physician assistant and two years of full-time work experience in pathology.

**Notes**

Employees in this class must be registered with the Iowa Board of Pharmacy and the Drug Enforcement Administration.

*Effective date: 09/17 SA*