



CReATe Fertility Centre

790 Bay St., Suite 1100, Toronto, Ontario, M5G-1N8
Tel. 416.323.7727 Fax. 416.323.7334, www.createivf.com

Job Description: Physician Assistant

Position Title: Physician Assistant

Reports To: Medical Director

Location: Primary clinic with periodic assignments at satellite clinics

Position Summary

We are seeking a skilled and dedicated Physician Assistant to join our dynamic healthcare team. The ideal candidate will provide comprehensive patient care in collaboration with physicians and other healthcare providers, both at our primary clinic and satellite locations. This role requires clinical expertise, flexibility, and the ability to deliver high-quality care across multiple sites.

Key Responsibilities

Clinical Duties

- Conduct patient assessments, including medical histories and physical examinations.
- Complete virtual (telephone) consults as needed.
- Diagnose and manage common acute and chronic illnesses.
- Order and interpret diagnostic tests such as labs, imaging, and other studies.
- Develop and implement patient treatment plans in consultation with supervising physicians.
- Perform procedures, such as administering injections, sonohysterogram procedures, IUIs and endometrial biopsies.
- Prescribe medications and therapies within the scope of practice.

Patient Education and Support

- Educate patients and families on treatment plans, medications, and preventative healthcare.
- Provide emotional support and counseling to patients.



Coordination Across Clinics

- Work at CReATe's primary and satellite clinic(s) as schedule to provide consistent care to patients.
- Collaborate with onsite teams to maintain the same standard of care across all locations.

Administrative Duties

- Document all patient interactions and maintain accurate medical records.
- Participate in clinic meetings, quality improvement initiatives, and continuing education programs.
- Assist with scheduling, follow-ups, and patient referrals as needed.
- Participate in research, and attend local, national and international conferences, courses and members events.

Qualifications

- **Education:** Graduate from an accredited Physician Assistant program.
- **Certification:** Awarded the Canadian Certified Physician Assistant (CCPA) designation from CAPA.
- **Licensure:** Current registration in good standing with CAPA.
- **Experience:** Some clinical experience preferred.
- **Skills:** Strong clinical and diagnostic skills, EMR experience, excellent communication, adaptability, and teamwork. Flexible with superior organization skills and the ability to work efficiently to prioritize multiple, competing tasks in a fast-paced and dynamic environment.
- Demonstrate good problem solving and analytical skills, ability to exercise sound judgment and discretion, make decisions and take initiative while working with confidential patient information and responding to patient inquiries.



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- Superior work ethic, professionalism and reliability; demonstrated commitment to providing outstanding customer service.
 - Superior written/oral communication skills; excellent interpersonal and relationship building skills; ability to effectively convey factual information and detailed explanations.
 - Demonstrated satisfactory work performance and attendance history
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Work Environment

- Primary clinic and satellite clinics.
 - Flexibility to work occasional weekends, depending on clinic schedules.
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Benefits

- Competitive salary and performance-based incentives.
 - Comprehensive benefits package, including health, dental, and vision insurance.
 - Paid time off, continuing education support, and professional development opportunities.
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If you are passionate about patient care and thrive in a collaborative, multi-site environment, we encourage you to apply for this rewarding role.