

Building your Team: The Role of Medical Assistants in an Office Practice

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Medical Assistants: Overview

- Scope of Practice
- No Independent Clinical Judgment
- No invasive procedures
- Competency, Training, and Oversight
- Strategies

OMB Statement of Philosophy

Use of Unlicensed Healthcare Personnel

With ever-increasing demands on the time and resources of physicians and PAs, the role of **unregulated** healthcare personnel is expanding. As a result, high quality patient care depends on the contributions of a wide variety of personnel, including MAs. When establishing expectations and limitations for MAs in a medical office, the OMB advises that patient safety should be the primary factor.

OMB Statement of Philosophy

The physician or PA is responsible for ensuring that the MA is qualified and **competent to perform any delegated services**. It is within the physician's or PA's judgment to determine that the MA's education, training, and experience is sufficient to ensure competence in performing the service at the appropriate standard of care. Performance of delegated services is held to the same standard of care applied to the physician or PA, and the **physician or PA is ultimately accountable** for the actions of their supervised personnel.

OMB Statement of Philosophy

Unlicensed healthcare personnel must be **adequately supervised** by a licensed physician or PA. Examples of supervision include verifying the correct medication and dosage prior to administration of medicine by MA and being physically present in the facility when services are performed by MA.

OMB Statement of Philosophy

The physician or PA may not allow any unlicensed healthcare personnel to provide care or practice medicine as defined by the Medical Practice Act. Unlicensed healthcare personnel may not provide **independent medical judgment**. It is the physician's or PA's responsibility to determine what does not require medical judgment to perform. For example, MAs should not provide **assessments, interpretations, or diagnoses and should not perform invasive procedures**.

Strategies: Documentation

- Scope (delineate functions)
- Qualified and Competent (LIP assesses)
- Training (onboarding and ongoing)
- Supervision (skills verification, checklists)

Oregon Board of Nursing FAQ's

Q: May the RN order medication refills for an expired prescription without a new prescriber order?

A: No. A nurse may not independently prescribe or order medications.

When a prescription has expired or all refills on an existing prescription have been dispensed, there is no longer an active prescription in place. A new prescription must be generated by a person who is authorized by the State of Oregon to prescribe. Prescribing is beyond the scope of practice for the RN and the LPN.

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OMB Website

<https://www.oregon.gov/omb>

The screenshot shows the top navigation bar of the Oregon Medical Board website. It includes the Oregon.gov logo, a search icon, and menu items for Home, Licensing, Forms, The Board, Statutes & Rules, Contact Us, and FAQs. Below the navigation is a large banner image of a desert landscape with a 'Latest News' overlay. The news items listed are: 'Physician and PA Lapsed License Renewal: January 2 – March 31, 2025', 'Registration Period Increased for Physician Postgraduate Limited Licenses', 'Statement of Philosophy: Artificial/Augmented Intelligence', 'Physician Assistant Title Change to Physician Associate (PA)', 'Oregon First State to Adopt Mental Health Attestation for Licensing, Credentialing Applications', and 'Work for the Board: Current Job Opportunities'. On the left side of the banner is the Oregon Medical Board logo, which features a caduceus and the text 'OREGON MEDICAL BOARD Est. 1889 STATE OF OREGON'.

The mission of the Oregon Medical Board is to protect the health, safety, and wellbeing of Oregon citizens by regulating the practice of medicine in a manner that promotes access to quality care.



License Verification

- [Verify a provider's license](#)
- [Find a provider by location & specialty](#)
- [Review your provider's credentials](#)
- [Find a provider's disciplinary or malpractice information](#)



Applicant/Licensee Services

- [Apply for a license](#)
- [Check my application status](#)
- [Update my address](#)
- [Reactivate my license](#)
- [Get licensing information](#)
- [Print a duplicate certificate of](#)



Complaints/Investigations

- [Find reporting requirements](#)
- [How to file a complaint](#)
- [Find information for licensees](#)
- [Become a consultant](#)



Topics of Interest

- [Offering a Medical Chaperone](#)
- [Patient Records](#)
- [Telemedicine](#)
- [Cultural Competency](#)
- [Statements of Philosophy](#)



Statements Of Philosophy

Statements of Philosophy are adopted by the Board to express its philosophy and intentions regarding the practice of medicine in the state of Oregon.

Currently, the Board has adopted 25 Statements of Philosophy.

- Advertising
- Artificial/Augmented Intelligence
- Care of the Surgical Patient
- Chelation Therapy
- Deep Brain Stimulation & Functional Neurosurgery
- Diversity, Equity, and Inclusion in Medical Practice
- Electronic Health Records
- Ending the Provider-Patient Relationship
- IV Hydration Therapy
- Licensee Responsibility to Share Evidence-based Information
- Medical Use of Lasers
- Mental Health and Wellness
- Mesotherapy and Injection Lipolysis
- Pain Management
- Professionalism
- Provider-Patient Relationship
- Re-Entry to Clinical Practice
- Responsibilities of Medical Directors of Medical Spas
- Scope of Practice
- Sexual Misconduct
- Social Media
- Supporting Licensees with Substance Abuse and Mental Health Disorders
- Telemedicine
- Use of Unlicensed Healthcare Personnel**
- Use of Unlicensed Healthcare Personnel in Acupuncture



Use of Unlicensed Healthcare Personnel

This Statement of Philosophy is offered as guidance for medical, osteopathic, and podiatric physicians and physician associates.

With ever-increasing demands on the time and resources of physicians and PAs, the role of unregulated healthcare personnel is expanding. As a result, high quality patient care depends on the contributions of a wide variety of personnel, including medical assistants. When establishing expectations and limitations for medical assistants in a medical office, the OMB advises that patient safety should be the primary factor.

The physician or PA is responsible for ensuring that the medical assistant is qualified and competent to perform any delegated services. It is within the physician's or PA's judgment to determine that the medical assistant's education, training, and experience is sufficient to ensure competence in performing the service at the appropriate standard of care. Performance of delegated services is held to the same standard of care applied to the physician or PA, and the physician or PA is ultimately accountable for the actions of their supervised personnel.

Unlicensed healthcare personnel must be adequately supervised by a licensed physician or PA. Examples of supervision include verifying the correct medication and dosage prior to administration of medicine by a medical assistant and being physically present in the facility when services are performed by a medical assistant.

The physician or PA may not allow any unlicensed healthcare personnel to provide care or practice medicine as defined by the Oregon Medical Practice Act. Unlicensed healthcare personnel may not provide independent medical judgment. It is the physician's or PA's responsibility to determine what does not require medical judgment to perform. For example, medical assistants should not provide assessments, interpretations, or diagnoses and should not perform invasive procedures.

Physicians and PAs should exercise caution when employing a person who has education and training as a healthcare professional but is working as an unlicensed medical assistant. In this situation, it may be tempting for the physician or PA to delegate (or the medical assistant to perform) duties beyond the scope of unlicensed healthcare personnel.

Medical assistants and other unlicensed healthcare personnel must maintain patient confidentiality to the same standards required of physicians and PA. Medical assistants must be clearly identified by title when performing duties. This can be accomplished through wearing a name tag with the designation of "medical assistant" and clearly introducing oneself as a "medical assistant" in oral communications with patients and other professionals.

In order to fulfill its mission to protect the health, safety and wellbeing of Oregonians, the OMB recommends physicians and PA to follow these guidelines and to be mindful of patient safety when delegating services to other healthcare personnel.

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Oregon Medical Board

135 years of ensuring patient safety

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