

**COUNTY OF SOLANO**  
**CORRECTIONAL HEALTH CARE NURSE**

**DEFINITION**

To perform health screening to detect potential public health issues and environmental risk factors including sexually transmitted disease, violence and economic adversity; conduct health assessment, gather lab samples, recommend preventive care, provide referrals, administer treatment, dispense medication and conduct follow-up.

**DISTINGUISHING CHARACTERISTICS**

This is a journey level class within the Correctional Care Nurse series. This class is distinguished from the senior level in that the latter is responsible for the more complex cases and provide technical supervision over this class. Employees in this class use independent judgment and work in accordance with established protocols and procedures. Judgment is required in interpreting and applying protocols and procedures.

**SUPERVISION RECEIVED AND EXERCISED**

Received general supervision from the assigned supervisor.

May provide technical and functional oversight to lower level or newly hired staff.

**EXAMPLES OF DUTIES** - *Duties may include but are not limited to the following:*

Ensures that care is provided in accordance with established protocols; participates in health assessments and direct patient care; conducts routine health testing; documents all activities, medication dispensed, and treatment performed to update permanent health records.

Requests, receives and reviews medical histories; screens for potential medical and emotional problems as necessary; verifies information obtained by contacting various public/private agencies and physicians; establishes new, or obtains previously opened, patient charts; conducts physical health screenings; takes vitals and administers routine testing.

Receives and screens requests for medical care; evaluates complaints; examines patients; determines need for medical review; records, interprets and reports conditions of clinical practice; provides referrals and makes appointments with County physician/psychiatrist,

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nurse practitioner, and private physicians and dentists as needed.

Dispenses prescriptions and medication in accordance with physician's orders, established protocols and standard procedures; dispenses over the counter medications based on independent evaluation of patient need; changes bandages, applies dressings and provides other routine treatments; take measures necessary to control communicable disease; documents all related information.

Maintains inventory of medical supplies, medications and vaccines; orders individual and stock medication from pharmacy; distributes vaccines and medications if necessary.

Takes blood, urine and other routine lab test samples; conducts and/or assists in routine physical examinations; determines physical condition for the purpose of juvenile placement, adult work assignment or other activity; updates immunizations.

Responds to emergency and sick calls throughout the correction/detention facility; administers first aid, CPR and other emergency response measures.

Provides support counseling to alleviate typical anxieties; provides patient education in areas of health maintenance, family planning, venereal/communicable disease and community resources.

Establishes and maintains patient charts; maintains logs of services and medications; completes lab/x-ray/transportation forms; orders medical and office supplies; writes routine reports as needed; schedules appointments and sick-calls.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Clinical nursing theory, accepted nursing techniques, practices and procedures.

Medical terminology, instruments and equipment.

Uses and effects of medicines and narcotics.

Accurate charting practices.

Principles and techniques of medical screening; symptoms of minor illnesses and communicable diseases; routine medical/psychological assessment techniques.

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Professional reference materials available in the assessment and treatment of patients.

Emergency response practices.

Legal environment of nursing.

Principles and practices of public health and education.

**Skill to:**

Utilize various medical tools and equipment including a stethoscope, thermometer, sphygmomanometer, suction machine, oxygen, and related medical equipment following specific guidelines and protocol.

**Ability to:**

Secure and verify medical history; assess physical/psychological condition; triage patient health status for physicians, dentists and psychiatrists; perform physical exams; assist physician.

Act effectively in emergency and stressful situations;

Learn and apply knowledge of illegal drugs as well as institutional behaviors, rules and security precautions; maintain security while examining patients.

Explain medical procedures, treatments and medications to patients; provide general health and hygiene counseling.

Communicate effectively both verbally and in writing with physicians, institutional staff and inmates/wards; deal with manipulative and anti-social personalities; deal firmly and fairly with clients of various socio-economic backgrounds and temperaments.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Use and properly interpret complex medical/nursing reference materials.

Apply first aid and CPR techniques; draw blood and obtain urine and other lab specimens.

Document all activities, assessments, treatments, and dispense of medication; maintain confidentiality of information.

Use independent judgment following established protocol; project consequences of decisions.

**Experience and Education/Training**

**Experience:**

One year of clinical nursing experience.

**Education/Training:**

Associate's degree in Nursing **is required** or diploma in Nursing from a three year RN program.

**SPECIAL REQUIREMENTS**

Possession of a valid Registered Nurse license issued by the California State Board of Registered Nursing.

**SUPPLEMENTAL INFORMATION**

Positions allocated to this class may require bilingual skills.

Incumbents must be able to work in an institutional environment that may include exposure to communicable disease and unpleasant working conditions.

Selectees for employment may as a condition of employment sign a statement agreeing to comply with Section 11166 of the California Penal Code relating to child abuse reporting.

**ADA COMPLIANCE**

**Physical Ability:** Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

**Sensory Requirements:** Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures or

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physical appearance associated with job-related objects, materials, tasks or people.

**Environmental Factors:** Requires the ability to work under conditions where exposure to environmental factors poses a moderate risk of moderate injury or illness.

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Director of Human Resources

**Established Date:** November, 1994

**Revised Date:** June, 2002

**BOS Date:** June 30, 2003

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