

COUNTY OF SOLANO

PUBLIC HEALTH NURSE (SENIOR)

DEFINITION

Promotes community health maintenance and provides specialized support, service, and education to facilitate the public health nursing service; supervises a group in the delivery of services in an assigned health program working with clients of multi-cultural, high risk, disabled, elderly and other special needs groups; supervises the performance of specialized services within the program as assigned.

CLASS CHARACTERISTICS

This is the advanced journey/supervisory level within the public health nursing series. Employees within this class perform tasks involving the full scope of public health nursing activities at the advanced professional level. This class is characterized by the responsibility to supervise nursing services for an assigned public health program and typically perform special assignments requiring more sophisticated health assessment and evaluation techniques. Incumbents frequently act in a consulting capacity. This class is distinguished from the higher level of Nursing Supervisor in that the latter is a management nursing classification responsible for planning, organizing, directing and coordinating multiple nursing programs.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a program manager or Nursing Supervisor.

Exercises technical or functional supervision over lower level positions.

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

Receives, reviews and assigns referrals to the district Public Health Nurse staff for case management.

Coordinates or assists in coordinating a specialized nursing service or program; may lead an area of specialization (e.g., geriatric or maternal health) or target population; may be responsible for coordination of mid-size public health programs and/or clinics.

Performs various administrative tasks; may provide assistance in budget preparation and monitoring; collects statistical and other data and reviews reports to identify health condition trends and problems; assists in evaluating program needs and modifying program goals, objectives, policies and procedures.

Assists in developing educational and informational material for staff and for the population served; reviews, updates and develops guidelines, educational and informational material for specialized topics; receives and responds to inquiries from the public concerning various health

issues.

Assesses the physical, psycho-social and health care status and needs of families and/or individual clients; interviews client and/or family, collecting a health history and data regarding current health status and life situations; observes client and client-family interaction in the home; develops plan of care; detects cases of physical and/or emotional illness; participates in epidemiological studies by conducting community investigations.

Confers with other health professionals to coordinate client care and assist in improving client's health; refers clients and/or families to appropriate community or public agencies to obtain services or assistance to improve or maintain social functioning and health; refers clients to physicians if medical intervention is indicated.

Meets with community organizations, health agencies and concerned individuals to interpret public health services, share information, and secure cooperation in achieving program goals; may serve as liaison to a variety of community groups on public health related issues.

Provides consultative guidance and leadership to journey level staff in the resolution of cases requiring more sophisticated health assessment and evaluation techniques; prioritizes patient care; records data on patients and completes state forms, nursing daily reports and provides written referrals to other agencies; plans and organizes caseload to ensure that work is completed within professional practice and ensures caseload is covered during short periods of absence; acts as client advocate with health care providers.

Participates in public health clinics by conducting health screening and assessment; interviews and counsels patients; participates in clinic management; may participate in research by planning and organizing surveys in a specialized area.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Principles and practices of general clinical and public health nursing, including community aspects of nursing programs and provisions for continuity in patient care

Laws and regulations governing public health.

Causes and means of transmission and methods of control for communicable diseases, including tuberculosis and venereal disease.

Specialized areas of need such as pediatrics including child growth and development, promoting maternal and child health, child abuse and neglect detection practices, and gerontology and the sociological aspects of aging.

Environmental, sociological and psychological problems encountered in disease processes.

Contemporary health management principles.

Current trends in public health nursing.

Work of other social and health agencies, as well as functions of other professions related to public health nursing

Sociological and emotional problems involved in the care of those with special needs and medical conditions.

Principles of mental health.

Use and effects of medicines.

Principles of nutrition and personal hygiene practices.

Cultural differences affecting health care service delivery and public health.

Effective counseling and coaching techniques.

Principles of clinical health screening including charting histories and system reviews.

Program coordination and supervisory practices.

Skills to:

Operate office equipment including a personal computer, copy and fax machines and printers.

Utilize various medical tools and medical equipment following specific guidelines and protocol.

Drive a motor vehicle.

Ability to:

Exercise independent judgment in planning, organizing, and carrying out public health nursing activities in a local area.

Work effectively with families and individuals to assist in solution of health and emotional concerns.

Perform health status assessment and determine the need for and level of nursing and medical care.

Identify problems and develop plan for follow-up.

Maintain accurate records and document actions.

Deal firmly and fairly with clients of various socio-economic background and temperaments.

Determine the appropriate course of action in emergency or stressful situations.

Detect abuse, neglect and other issues.

Refer clients to social service agencies and health care providers.

Collect and analyze data to draw logical conclusions and make appropriate recommendations.

Interview and counsel clients on health and related matters.

Direct work of technical staff and lead the work of others engaged in public health nursing activity.

Maintain confidentiality of information.

Experience and Education/Training

Experience:

Five years public health and clinical nursing experience that demonstrates possession of and competency in requisite knowledge and abilities.

Education/Training:

A Bachelor's degree is required in Nursing from a nursing school accredited by the National League for Nursing or equivalent.

SPECIAL REQUIREMENTS

Possession of valid Registered Nurse license issued by the California State Board of Registered Nursing and certification in Public Health Nursing.

Possession of a current CPR certificate.

Possession of, or ability to obtain, a valid Class C California driver's license maybe required.

SUPPLEMENTAL INFORMATION

Positions allocated to this class may require specialization in target populations, programs and/or bilingual skills.

Independent travel is required.

Incumbent must be able to work in an environment which may include exposure to communicable disease.

Selectees for employment must have completed child abuse and neglect training requirements in accordance with Section 4501, Title 17, Health and Safety Code.

As a condition of employment, candidates for employment must 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 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.

Director of Human Resources

Established Date: January 1999

Revised Date: March 2003

BOS Date: June 30, 2003

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