

DISTRICT HEALTH DEPARTMENT NO. 4

PUBLIC HEALTH NURSE I (RN)

NATURE OF WORK

This is the registered professional nurse who provides skilled nursing care to clients and families in their homes, in clinics, in schools and other community settings and who provides selected generalized public health nursing functions in an assigned geographical area and/or specified programs. Staff nurses at this level work under the supervision of a public health nursing supervisor/administrator. They may be responsible for assisting other registered nurses by providing orientation, instructions and/or assessments and provides direction instruction and assessment of services provided by licensed practical nurses and paraprofessional workers. Decisions as to the best manner of handling routine problems are left to the employee; difficult problem situations are referred to the supervisor or are resolved after consultation with the supervisor. Possible error in judgment and performance could have serious and considerable consequences. Registered nurses at this level are expected to develop public health nursing skills and assume responsibility for planning and obtaining further academic preparation for this position. Employees must exercise skill in working with clients and their families, co-workers, and the general public.

EXAMPLES OF WORK

Provide skilled nursing care to individuals/families using the nursing process.

Provides emergency response services.

Teaches, assesses and evaluates appropriate nursing care and related needs to individuals, families and paraprofessional workers.

Carries out generalized public health nursing functions in homes, clinics and schools as assigned. These include health promotion, disease prevention, disease control, therapeutic and rehabilitative measures.

Provides nursing services in clinics; may also plan and manage clinics, i.e., immunization, tuberculosis, venereal disease, family planning. (Nursing functions in clinics require thorough knowledge/understanding of medical orders and agency's policies; skill in giving immunizations and performing specific tests or diagnostic procedures as directed by the medical director of District Health Department No. 4)

Identifies client's needs associated with physical and emotional illnesses through observation and/or analysis of records. Assists clients and/or families to secure treatment and care.

Plans and coordinates nursing services with those of other health and social agencies. Guides families to community resources and/or initiates appropriate referrals.

Provides parent counseling and guidance relative to well child health supervision, as well as early recognition and care and referral of abnormal health findings.

Provides health teaching/counseling to individuals and/or groups, i.e., group classes for prenatal care, parenting, diabetes, hypertension, etc.

Completes and maintains accurate, adequate and timely records and reports.

Performs other related functions as directed by nursing supervisor/administrator.

The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of current nursing theory, skill and the history of Public Health.

Knowledge of management of clients and of nursing service functions, in clinics and other service responsibilities in the nursing programs.

Knowledge of nursing process and ability to develop nursing care plans for patient care.

Working knowledge of basic epidemiology of communicable diseases and the ability to collect pertinent information for adequate follow-up and completion of appropriate records and reports.

Working knowledge of other health and social service agencies.

Ability to accept and utilize supervision.

Ability to supervise paraprofessionals.

Ability to instruct clients and families regarding health care and related needs.

Ability to establish and maintain effective working relationships with clients and their families, co-workers and other professionals.

MINIMUM QUALIFICATION REQUIREMENTS

Graduation from a nursing program affirmed by the State Board of Nursing.

Commitment to complete short term public health nursing practice in-services/seminars or pursue academic studies for full qualification as public health nurse.

At least one year satisfactory nursing experience (post-graduation), preferred.

Possession of a current license to practice as a registered nurse in Michigan or eligibility for license.

Valid driver's license.

Use of insured personal car for official driving.

DISTRICT HEALTH DEPARTMENT NO. 4

PUBLIC HEALTH NURSE II (BSN)

NATURE OF WORK

This is the fully qualified degreed public health nurse who is responsible for carrying out the public health nursing program in an assigned area. Includes services provided in homes, clinics, schools and other community settings. May also be assigned a selected caseload and/or special projects or programs. This nurse works under the general supervision of a Public Health Nursing Supervisor/Administrator. This employee exercises independent judgment and initiative widely in planning for and implementing services within the scope of her assignment. May be responsible for assisting other registered nurses by providing them with orientation, instructions and/or assessments. Provides direction, instruction and assessment of services of licensed practical nurses and paraprofessional workers as assigned. . Must exercise skill in working with clients and their families, co-workers, and the general public. Possible error in judgment or performance could have serious and considerable consequences. Registered nurse at this level is expected to continue developing public health nursing skills and assume responsibility for maintaining current knowledge and skills.

EXAMPLES OF WORK

Provide skilled nursing care to individuals/families using the nursing process.

Provides emergency response services.

Performs broad generalized public health nursing services in the home, clinics, schools, etc. in an assigned geographic area. These include health promotion, disease prevention and control, therapeutic and rehabilitative measures.

Maintains a comprehensive caseload providing service to mothers, children, adults, the elderly, and to persons with communicable disease, the chronically ill or disabled. Directs services toward helping individuals and families maintain health and prevent illness as well as to obtain treatment and care. Identifies needs of individuals/families/area- develops realistic goals, implements and evaluates services.

Provides nursing services in clinics, may plan, manage and coordinate clinics, i.e., immunization, tuberculosis, venereal disease, family planning, well child, etc.

Assumes responsibility for selected assignment of families with complex problems requiring intensive service associated with physical and emotional illnesses. Assists clients and/or families secure treatment and care.

Participates in the instruction and assessment of the work of other team members in carrying out assignments in the clients home and/or with guidance of new or less trained staff.

Provides individual and group teaching, classes. Plans and coordinates nursing services with other health and social agencies. Provides guidance to individuals or groups relating to available community resources and initiates appropriate referrals.

Completes/maintain accurate, concise, significant records and reports timely.

Performs other related functions as assigned.

The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of current nursing theory and skills.

Considerable knowledge of the principles of public health nursing and of applicable public health laws and ordinances, including basic epidemiology.

Knowledge of management of clients and of nursing service functions necessary for individual and clinic services.

Knowledge of nursing process and possess the ability to develop nursing care plans for patient care.

Working knowledge of basic epidemiology of communicable diseases and the ability to collect pertinent information for adequate follow-up and completion of appropriate records and reports.

Basic knowledge of use of community resources.

Ability to provide skilled nursing care and to instruct and evaluate paraprofessionals as it relates to patient/client care.

Ability to set priorities and make judgments in regard to caseload management and level of skill appropriate for delegation of functions to associates or the health team.

Ability to develop and implement teaching plan for individual and group instructions.

Ability to recognize the needs and concerns of people and to maintain constructive relationships in dealing with them.

Ability to communicate effectively orally and in writing.

Ability to accept and utilize supervision and to establish and maintain effective working relationships with clients, their families, co-workers and others.

MINIMUM QUALIFICATION REQUIREMENTS

Baccalaureate degree in nursing from a program accredited by the national League for Nursing for public health nurse preparation.

One year successful nursing practice post-graduation preferred.

Current licensure to practice as a registered nurse in Michigan or eligibility for licensure.

Valid driver's license.

Use of insured personal car for official driving.